



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES  
SEPTEMBER 12, 2022  
HELD AT ML HIGH SCHOOL, 96 POWERVILLE ROAD, MOUNTAIN LAKES, NJ 07046**

**CALL TO ORDER AND OPEN PUBLIC MEETINGS ACT STATEMENT**

This meeting is being held in compliance with Public Law 1975, Chapter 231, Sections 4 and 13, as notice of this meeting has been reported to The Citizen and the Morris County Daily Record and The Star Ledger on January 4, 2022 and posted in the municipal building.

Mayor Menard called the meeting to order at 7:32p.m.

**ROLL CALL ATTENDANCE**

| <b>Roll Call</b> | <b><u>Present</u></b>               | <b><u>Absent</u></b>                |         | <b><u>Present</u></b>               | <b><u>Absent</u></b>     |
|------------------|-------------------------------------|-------------------------------------|---------|-------------------------------------|--------------------------|
| Barnett          | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Richter | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Happer           | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Sheikh  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Korman           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Menard  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Lane             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |         |                                     |                          |

**FLAG SALUTE**

Mayor Menard led the salute to the flag.

**EXECUTIVE SESSION**

There was no executive session.

**COMMUNITY ANNOUNCEMENTS**

Mayor Menard announced the following: The next Council meeting will be held on Wednesday, September 28<sup>th</sup> due to Rosh Hashanah; The Borough Hall Renovation Project Update will be on the September 28<sup>th</sup> Council agenda.

**SPECIAL PRESENTATIONS**

There were no presentations.

**REPORTS OF BOROUGH ESTABLISHED BOARDS, COMMISSIONS AND COMMITTEES**

There were no reports.

**BOROUGH COUNCIL DISCUSSION ITEMS**

There were no discussion items.

**PUBLIC COMMENT**

Mayor Menard opened the meeting to the public.

There was no one from the public wishing to speak.

**ATTORNEY'S REPORT**

Mr. Oostdyk reported there will be a closed session at the September 28<sup>th</sup> Council meeting to discuss tax appeals, added assessments, exposure update and PILOT program agreement for the Route 46 affordable housing project. The Borough Tax Assessor will be in attendance.

**MANAGER'S REPORT**

Borough Manager Stern provided his report (attached). The council asked questions of Mr. Stern and Mr. Stern answered them. Mr. Stern advised that he was aware of only one complaint regarding bike riding in the parks. Mr. Stern also advised that the Borough will not see a reduction in police services with the promotion of a lieutenant.

**RESOLUTIONS**

There were no resolutions.



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**ORDINANCES TO INTRODUCE**

There were no ordinances to introduce.

**ORDINANCES TO ADOPT**

**5-22, Amending Chapter 173 of the Revised General Ordinances of the Borough of Mountain Lakes and Amending the Rules Governing Lakes, Parks, and Special Use Facilities**

Before the introduction, the council discussed Ordinance 5-22 with Borough Manager Stern. The Council requested that the Council be informed of any proposed new Borough rule prior to any sign change. This will be the policy moving forward.

**PUBLIC COMMENT/HEARING**

Mayor Menard opened the meeting to the public.

There was no one from the public wishing to speak.

Introduced: 8/22/22

| Council member | M                                   | 2nd                                 | Yes                                 | No                       | Abstain                  | Absent                              |
|----------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------|-------------------------------------|
| Barnett        | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| Happer         | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| Korman         | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Lane           | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| Richter        | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| Sheikh         | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| Menard         | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |

Adopted: 9/12/22

| Council member | M                                   | 2nd                                 | Yes                                 | No                       | Abstain                  | Absent                              |
|----------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------|-------------------------------------|
| Barnett        | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Happer         | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Korman         | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
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| Richter        | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| Sheikh         | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| Menard         | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |

**\*CONSENT AGENDA ITEMS**

Matters listed as Consent Agenda Items are considered routine and will be enacted by one motion of the Council and one roll call vote. There will be no separate discussion of these items unless a Council member requests an item be removed for consideration.

**\*RESOLUTIONS**

- a. R147-22, Authorizing the Payment of Bills
- b. R149-22, Requesting Approval of Item of Revenue and Appropriation Under N.J.S.A. 40A:4-87 for the Historic Preservation Grant in the Amount of \$24,000.00
- c. R150-22, Authorizing the Borough of Mountain Lakes to Enter into the New Jersey Cooperative Purchasing Alliance Cooperative Pricing Agreement
- d. R151-22, Authorizing a Professional Services Agreement between the Borough of Mountain Lakes and Connolly & Hickey Historical Architects, LLC



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**\*APPROVAL OF MINUTES**

8/22/22 (Regular)

8/29/22 (Special)

**\*BOARD, COMMITTEE AND COMMISSION APPOINTMENTS**

**\*Approval of the Consent Agenda**

| Council member | M                                   | 2nd                                 | Yes                                 | No                       | Abstain                  | Absent                              |
|----------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------|-------------------------------------|
| Barnett        | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Happer         | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Korman         | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| Lane           | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| Richter        | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| Sheikh         | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| Menard         | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |

**DEPARTMENT REPORTS SUBMITTED FOR FILING** (reports are included only if checked)

- ☐ Construction Department
- ☐ Department of Public Works
- ☐ Fire Department
- ☐ Health Department
- ☐ Police Department
- ☐ Recreation Department
- ☐ Code Enforcement/Property maintenance report

**COUNCIL REPORTS**

Planning Board – Borough Manager Stern reported that all applications were carried.

Zoning Board – Councilmember Richter reported that the board heard one application and that he is working on a discussion item to form an ordinance subcommittee.

Mountain Lakes Board of Education Shared Service Committee – Mayor Menard reported that the Borough will be meeting with the Board of Education to discuss the tennis courts.

Lakes Management Committee – Councilmember Richter reported the following: Chairperson Scot Kuehm resigned from the committee and Derek Jackson is the new chairperson; The committee discussed the quality of the lakes; The committee is still waiting to receive a proposal from Ferriero Engineering for a master plan of all the Borough lakes. Borough Manager Stern will contact Ferriero Engineering to check on the status of the proposal.

Economic Development Advisory Committee – Councilmember Richter advised that the committee put a hold on moving forward with a redevelopment plan for the Midvale section of the Borough.

**PUBLIC COMMENT**

Mayor Menard opened the meeting to the public.

Lucas Stelling – 66 Pollard Road, asked questions about the Borough's purchasing process.

Borough Manager Stern responded to Mr. Stelling's questions and advised him to contact him with any additional questions.



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**NEXT STEPS AND PRIORITIES**

Mayor Menard reviewed the following next steps and priorities:

| Next Step  | Completed by            | Completion date |
|--|-------------------------|-----------------|
| Status of Highlands Council Grant Application  | Borough Manager         |                 |
| Contact Ferriero Engineering for Status of Proposal for Master Plan of All Borough Lakes | Borough Manager         |                 |
| Discussion of Adding Juneteenth as a Holiday to Borough Calendar                         | Mayor & Borough Manager |                 |

**ADJOURNMENT at 8:15P.M.**

Motion made by Councilmember Richter, second by Mayor Menard to adjourn the meeting at 8:15p.m., with all members in favor signifying by "Aye".

Respectfully Submitted

Cara Fox, Deputy Borough Clerk



# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

**Mitchell Stern**  
**Borough Manager**  
[mstern@mtnlakes.org](mailto:mstern@mtnlakes.org)

400 Boulevard  
Mountain Lakes, NJ 07046  
P -973-334-3131 ext .2006  
F -973-402-5595

TO: Honorable Mayor and Borough Council  
SUBJ: Manager's Report for the Borough Council meeting of September 12, 2022  
CC: Robert Oostdyk, Borough Attorney

Mayor and Council,

**Mountain Lakes Train Station – Historic Preservation Plan Services** – With the grant now in place, next steps are to approve the contract and the transfer of grant funds into the operating budget. The corresponding resolutions are on the agenda for the September 12<sup>th</sup> Borough Council meeting.

**New Jersey Cooperative Purchasing Alliance** – Also on the Sept. 12<sup>th</sup> Borough Council meeting agenda, you will find an agreement and corresponding resolution authorizing the Borough to join this cooperative. There is no cost to join. Benefits include an expanded list of vehicles / equipment, supplies and services that can be purchased more efficiently.

**Morris County Parks / Wilcox Park** – Please review the attached letter from Morris County Parks Commission. My recommendation is for Borough Council to review the letter and have our Woodlands Committee and a representative of the Parks Commission attend an upcoming Borough Council meeting to discuss this.

**Police Chief Request To Fill Lieutenant Position** – Chief Bennett, via memo to me (copy attached), has let me know that he would like to begin the promotion process. The Personnel Subcommittee has discussed the request and the Chief's memo has addressed their concerns. The promotion does not change the number of officers in the police department.

Respectfully,

Mitchell



300 Mendham Road | P.O. Box 1295 | Morristown, New Jersey 07962-1295  
Telephone: 973.326.7600 | Fax: 973.644.2726 | TTY Relay: 7-1-1  
[www.morrisparks.net](http://www.morrisparks.net)

August 2, 2022

Mitchell Stern, Manager  
400 Boulevard  
Mountain Lakes, NJ 07046

Dear Mr. Stern:

On May 25, 2022, myself and Amy Lutsko, Assistant Superintendent of Trails, had the pleasure of meeting with Steve Hercek and Kirk Swenson of the Mountain Lakes Woodlands Advisory Committee to review ways in which the Park Commission might work with the Borough to improve the shared trail system between Tourne County Park and Richard M. Wilcox Park. Towards this goal, we would like to recommend that the Borough consider revising its ordinance, Chapter 173 Parks and Recreation, Item-N, that currently prohibits the use of bicycles in Richard Wilcox and conduct a review of the Park's Trail System to formally allow for their use on trails that can support them.

A revision to this ordinance would facilitate the planning and implementation of changes to the shared trail system and allow for a much more coherent user experience. Observations of current use patterns indicate that bicycles are already utilizing the trails through Richard Wilcox. Revising the above referenced ordinance would allow for the Park Commission to work with the Borough on the design of reroutes and mitigation measures for those trails that connect with the Tourne that would benefit all users. Currently four major trails at Tourne traverse Richard Wilcox: White, Purple, Red and Blue. As the Park Commission does allow for the use of bicycles on all of these trails, it is challenging to design future improvements when the use designation for each Trail changes at the property boundary. This distinction also presents challenges for public messaging regarding permitted trail uses.

Over the last two years, the Park Commission has been working on numerous improvements to the trails at Tourne. The Park's trail system was not designed to accommodate the level of use it is receiving and a number of the trails have become overly widened and eroded. Amy has been fostering a relationship with members of the Jersey Off Road Bicycling Association (JORBA) to implement these improvements. JORBA has successfully recruited volunteers for over 20 workdays and constructed 1 1/2 miles of new trail in the northern half of Tourne. These new trails have received much positive feedback from both the bicycling and hiking communities. We plan to continue this successful partnership with the goal of rerouting and fixing more of the Park's degraded trails in the coming years. A revision of the no-bicycling ordinance would allow for JORBA to expand its efforts onto the Borough-owned sections of trail and serve as a work force that can help implement these changes for both Parks.

Thank you for your consideration of this request. We would be happy to schedule a meeting to discuss this concept further at a mutually convenient time.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kelli K', with a long horizontal flourish extending to the right.

Kelli Kovacevic  
Director of Park Maintenance and Natural Resources

Cc: Amy Lutsko, Assistant Superintendent of Trails, MCPC  
Steve Hercek, Mountain Lakes Woodlands Advisory Committee  
Kirk Swenson, Mountain Lakes Woodlands Advisory Committee





Shawn M. Bennett  
CHIEF OF POLICE

# Police Department

**Borough of Mountain Lakes**

400 Boulevard  
Mountain Lakes, NJ 07046  
(973) 334-1413 • Fax (973) 334-4123



To: Manager Stern

Fr: Chief Shawn Bennett

Date: 8/12/22

Re: Lieutenant Position

Manager Stern,

Please allow this memo to serve as my request to promote one of the five Mountain Lakes Police Sergeants to the rank of Lieutenant.

## **Problem Statement**

The Mountain Lakes Police Department has a vacant Lieutenant position. This results in having no Executive Officer (2<sup>nd</sup> in command), no administrative officer, lack of succession planning, lack of appropriate supervision, and reduction in morale. The Mountain Lakes Police Department is the only police department in Morris County that does not have at least one layer of supervision between the Chief and the Sergeants. Most have either multiple Lieutenants or a combination of Lieutenants, Captains, and Deputy Chiefs between the Chief and the Sergeants.

## **Background**

Our Table of Organization in ordinance reflects a police agency with one Lieutenant. This position has been left vacant since 2009. The difference in annual salary from Sergeant to Lieutenant is \$4,666.00 per year.

## **Proposal**

To initiate a testing process and subsequently fill the rank of Lieutenant in 2022.



## **Benefits to having a Lieutenant**

Police Departments need layers of supervision to work effectively. Beginning in 2021, the already onerous amount of oversight needed to maintain compliance with various laws, rules, guidelines, and regulations was exponentially increased by the Attorney General's Office directives and the passing of various legislation. Currently we are staffed with five Sergeants and no Lieutenant. This means that all five Sergeants are equal and all five report directly to me, with no buffer in between. This flat staffing often leads to situations in which the Chief has to make any and all administrative decisions regardless of how minor. Consequently, in my absence there is no one officer in charge. Not only is this ineffective, but also creates scenarios in which I am called to make basic decisions when I am not at work.

Just a few examples of new rules that we must adhere to:

- The new Body Worn Camera Program, including the time-consuming redaction of video recordings as needed.
- Internal Affairs increased processing and reporting requirements.
- Policies, procedures, guidelines, and directives that are changing regularly.
- A Department Website that must contain continually updated and very specific information
- Training requirements that have increased exponentially
- Recording and reporting of gender, race, ethnicity etc. of not only the citizens we interact with, but those within our own agency. This includes reporting these identifiers of every single person that applies for a position in the Police Department, as well as every person that applies for a promotion.
- Reporting the manner and method of how we hire. This includes not only having a continually updated and approved recruitment plan, but also requires that we document that we are following said plan. We must gather and report data pertaining to dates, times, locations, and methods by which we advertise and recruit potential employees etc.
- Mandatory "two levels of meaningful review" for any incidents of uses of force, pursuits etc. that can only be accomplished with the addition of another rank.
- Monitoring daily activity for the potential need for early intervention of employees, and reporting accordingly.

The above does not reflect all the changes, nor does it reflect the administrative tasks we have always had to process.

In addition to the recent changes that require the need for an Executive Officer, filling the vacant Lieutenant position:

- Allows for succession planning for the agency.
- Fills the needed administrative officer position which in turn allows the Sergeants to supervise their subordinates rather than spending significant amounts of time on their shift focused on administrative work.
- Allows for an Accreditation Officer.
- Improves morale due to the possibility of promotion.

- The possibility of promotion mitigates risk by having better trained officers who keep up to date because there is always competition for promotion.
- The Lieutenant will be able to cover shortages in the schedule that occur during their shift, thereby offsetting potential overtime costs.

Many assume that a small police department means less work. The truth is that it is quite the opposite, especially administratively. The Mountain Lakes Police Department has the same number of responsibilities, duties, rules, regulations, reporting requirements, etc. of any department in NJ. The difference is that we have fewer people to take on all of these responsibilities. These assignments are in addition to the regular duties of a Sergeant or Patrol Officer.

Many Agencies are changing their tables of organization to increase executive staffing considering recent changes within the State. I am only asking that we fill a position that has been left vacant.

The promotion of a Lieutenant is not anticipated to increase costs other than the difference in salary between a Sergeant and Lieutenant. Additionally, promoting a Lieutenant is expected to increase department morale, efficiency, and accountability, which we expect will increase service quality to the community.

Once approval is granted to begin the promotion process, the timetable would be as follows:

- 12 weeks exam prep
- NJSACOP Written Exam
- NJSACOP Panel Interview
- Up to 3 weeks to conduct Interviews with Manager, and review of personnel files.

Total process should take approximately 4 months.

A handwritten signature in black ink, appearing to be 'SL' followed by a stylized, cursive flourish.

**BOROUGH OF MOUNTAIN LAKES  
COUNTY OF MORRIS, NJ**

**RESOLUTION 147-22**

**"RESOLUTION AUTHORIZING THE PAYMENT OF BILLS"**

**WHEREAS**, the Borough Manager has reviewed and approved purchase orders requested by the Department Heads; and

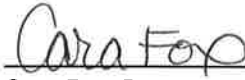
**WHEREAS**, the Finance Office has certified that funds are available in the proper account; and

**WHEREAS**, the Borough Treasurer has approved payment, upon certification from the Borough Department Heads that the goods and/or services have been rendered to the Borough.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the current bills, dated September 12, 2022 and on file and available for public inspection in the Office of the Treasurer and approved by him for payment, be paid.

XX

**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on September 12, 2022.

  
\_\_\_\_\_  
Cara Fox, Deputy Municipal Clerk

| Name    | Motion | Second | Aye | Nay | Absent | Abstain |
|---------|--------|--------|-----|-----|--------|---------|
| Barnett |        |        |     |     | X      |         |
| Happer  |        |        |     |     | X      |         |
| Korman  |        |        | X   |     |        |         |
| Lane    |        | X      | X   |     |        |         |
| Richter | X      |        | X   |     |        |         |
| Sheikh  |        |        | X   |     |        |         |
| Menard  |        |        | X   |     |        |         |

**List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT**

Meeting Date: 09/12/2022 For bills from 08/23/2022 to 09/08/2022

| Check# | Vendor   | Description                                       | Payment      | Check Total  |
|--------|--|---|--------------|--------------|
| 20876  | 2921 - A.C. SCHULTES, INC.                     | PO 25774 WATER DEPARTMENT - WELL 5 CHECK VALVE    | 840.00       | 840.00       |
| 20877  | 124 - AC DAUGHTRY, INC.                        | PO 25370 DPW - CENTRAL STATION MONITORING - QTR 3 | 64.95        |              |
|        |  | PO 25370 DPW - CENTRAL STATION MONITORING - QTR 3 | 183.63       | 248.58       |
| 20878  | 4335 - AC OCEAN WALK, LLC                      | PO 25471 2022 LEAGUE OF MUNICIPALITIES HOTEL RESE | 312.00       | 312.00       |
| 20879  | 219 - ACCESS                                   | PO 25084 2022 ARCHIVE SERVICES - CUST# 156NFY0479 | 66.76        | 66.76        |
| 20880  | 4219 - AFP 104 CORP                            | PO 25642 NJ MUNICIPAL MGMT FALL CONFERENCE 2022   | 394.31       | 394.31       |
| 20881  | 2426 - AGL WELDING SUPPLY CO.                  | PO 25394 DPW - EQUIPMENT & TOOLS - BLANKET        | 89.09        | 89.09        |
| 20882  | 3852 - ALEXANDER LAURENZI                      | PO 25730 REC: 2022 SUMMER JAZZ CONCERTS           | 1,200.00     | 1,200.00     |
| 20883  | 196 - ALLIED OIL                               | PO 25598 DPW - UNLEADED FUEL - BLANKET            | 4,569.22     | 4,569.22     |
| 20884  | 189 - ANCHOR ACE HARDWARE                      | PO 24932 RECREATION DEPARTMENT SUPPLIES - BLANKET | 22.77        |              |
|        |  | PO 25412 BH: RENOVATIONS S - SUPPLIES BLANKET     | 8.96         |              |
|        |  | PO 25568 WATER DEPARTMENT - REPAIRS & MAINTENANCE | 64.87        | 96.60        |
| 20885  | 102 - ANDERSON & DENZLER ASSOC., INC           | PO 25742 JULY 2022 PROFESSIONAL SERVICES          | 173.20       |              |
|        |  | PO 25742 JULY 2022 PROFESSIONAL SERVICES          | 433.00       |              |
|        |  | PO 25742 JULY 2022 PROFESSIONAL SERVICES          | 1,392.20     |              |
|        |  | PO 25742 JULY 2022 PROFESSIONAL SERVICES          | 952.60       | 2,951.00     |
| 20886  | 3973 - ARCARI & IOVINO ARCHITECTS, PC          | PO 23185 BORO HALL: CONSTRUCTION ADMINISTRATION P | 1,839.00     | 1,839.00     |
| 20887  | 3957 - ATLANTIC COAST FIBERS, LLC              | PO 25723 RECYCLING COSTS - JULY 2022              | 936.35       | 936.35       |
| 20888  | 4323 - BUTLER SIGN COMPANY                     | PO 25312 BH: RENOVATIONS - EMC & SIGN HEADER      | 22,972.00    | 22,972.00    |
| 20889  | 2742 - CAESARS' ATLANTIC CITY                  | PO 25464 FINANCE: 2022 League of Municipalities   | 477.00       |              |
|        |  | PO 25705 2022 LEAGUE OF MUNICIPALITIES - STEVE GL | 318.00       | 795.00       |
| 20890  | 3650 - CARA FOX                                | PO 25716 CELL PHONE REIMBURSEMENT JANUARY - AUGUS | 320.00       | 320.00       |
| 20891  | 4090 - CLEAN MAT SERVICES, LLC                 | PO 25493 FLOOR MATS / DPW - JULY - DEC 2022 BLANK | 93.17        | 93.17        |
| 20892  | 2396 - COUNTY WELDING SUPPLY CO.               | PO 25360 DPW - DEPARTMENT SUPPLIES - BLANKET      | 34.00        | 34.00        |
| 20893  | 3382 - CUSTOM BANDAG                           | PO 25580 DPW - VEHICLE REPAIRS - BLANKET          | 648.50       | 648.50       |
| 20894  | 506 - DAN COMO & SONS, INC                     | PO 25684 DPW - POCKET PARKS MAINTENANCE - BLANKET | 80.00        |              |
|        |  | PO 25685 DPW - LEAF/BRUSH REMOVAL - BLANKET       | 3,920.00     | 4,000.00     |
| 20895  | 639 - DIXON BROTHERS, INC                      | PO 25271 DPW - DIESEL FUEL - BLANKET              | 237.74       |              |
|        |  | PO 25778 DPW - DIESEL FUEL                        | 691.43       | 929.17       |
| 20896  | 3276 - EDWARD J. ALBERT & SON, INC.            | PO 25686 WATER DEPARTMENT - TREATMENT OF WELLS    | 1,260.50     | 1,260.50     |
| 20897  | 4125 - FELDMAN BROTHERS ELECTRICAL SUPPLY CO., | PO 25608 BH: RENOVATIONS - ELECTRICAL SUPPLIES BL | 1,125.31     | 1,125.31     |
| 20898  | 4262 - FELDMAN LUMBER - US LBM, LLC            | PO 25621 BH: RENOVATIONS - LUMBER SUPPLIES BLANKE | 484.00       | 484.00       |
| 20899  | 1170 - FERGUSON ENTERPRISES #501               | PO 25671 BH: RENOVATION                           | 7,275.00     | 7,275.00     |
| 20900  | 3641 - FERGUSON ENTERPRISES, INC # 417592      | PO 25687 WATER DEPARTMENT- EQUIPMENT & TOOLS - BL | 103.81       | 103.81       |
| 20901  | 2517 - FF1 FIREFIGHTER ONE, LLC                | PO 25729 FIRE DEPT: VEHICLE MAINTENANCE           | 343.49       | 343.49       |
| 20902  | 769 - FOREST LUMBER                            | PO 25531 STREETS & ROADS - CURB REPAIRS - BLANKET | 55.93        | 55.93        |
| 20903  | 653 - GANNET NEW JERSEY NEWSPAPERS             | PO 25159 CLERK - 2022 ADVERTISING - BLANKET       | 73.22        |              |
|        |  | PO 25324 PLANNING/ZONING - 2022 ADVERTISING - BLA | 46.80        | 120.02       |
| 20904  | 814 - GARDEN STATE HIGHWAY PRODUCTS            | PO 25648 DPW - SIGNS                              | 267.57       | 267.57       |
| 20905  | 876 - GARDEN STATE LABORATORIES, INC           | PO 25112 WATER DEPARTMENT - WATER TESTING - BLANK | 432.00       | 432.00       |
| 20906  | 2356 - GEAR WASH                               | PO 25766 FIRE DEPT: GEAR CLEANING/REPAIRS         | 1,057.75     | 1,057.75     |
| 20907  | 3991 - GRM INFORMATION MANAGEMENT SERVICES     | PO 25188 2022 ARCHIVE STORAGE - BLANKET- 2-4 QTR  | 85.00        | 85.00        |
| 20908  | 3992 - HARD ROCK HOTEL & CASINO                | PO 25417 2022 LEAGUE OF MUNICIPALITIES HOTEL RESE | 480.00       |              |
|        |  | PO 25524 2022 LEAGUE OF MUNICIPALITIES HOTEL RESE | 480.00       |              |
|        |  | PO 25612 2022 LEAGUE OF MUNICIPALITIES HOTEL RESE | 324.00       | 1,284.00     |
| 20909  | 4188 - HERC RENTALS, INC.                      | PO 25758 BH: RENOVATIONS- RENTAL                  | 172.00       | 172.00       |
| 20910  | 911 - HOME DEPOT CREDIT SERVICES               | PO 24246 BH RENO: SUPPLIES - BLANKET              | 53.78        |              |
|        |  | PO 25754 BH: RENOVATIONS - MISC                   | 511.23       | 565.01       |
| 20911  | 3817 - IL TORRENTE PIZZA                       | PO 24601 DPW - MEALS BLANKET                      | 43.83        | 43.83        |
| 20912  | 4234 - JAG CAR WASH HOLDINGS, LLC              | PO 25785 POLICE: 2022 CAR WASHES - BLANKET        | 255.00       | 255.00       |
| 20913  | 859 - JCP&L                                    | PO 25735 M/A #200 000 054 011/ BILL DATE: AUG 8,  | 1,240.55     |              |
|        |  | PO 25736 MAST ACCT# 200 000 021 275 / BILL DATE:  | 4,753.93     |              |
|        |  | PO 25737 ACCT#100 141 241 693 BILL PRD: 7/27 - 8/ | 54.88        |              |
|        |  | PO 25738 ACCT#100 145 670 533 / BILL PRD: Jun 23  | 763.04       | 6,812.40     |
| 20914  | 859 - JCP&L                                    | PO 25741 ACCT#100 075 505 725 - BILL PRD: 7/26 -  | 4.09         |              |
|        |  | PO 25780 ACCT#100 050 702 156 - BILL PRD: 7/29 -  | 5.21         |              |
|        |  | PO 25781 MASTER ACCT# 200 000 569 000 - AUG 25, 2 | 3,840.07     |              |
|        |  | PO 25782 MAST ACCT#200 000 054 011/ BILL DATE: AU | 6.03         | 3,855.40     |
| 20915  | 1074 - JW PIERSON CO.                          | PO 25755 DPW - DIESEL FUEL - BLANKET              | 2,240.70     | 2,240.70     |
| 20916  | 1090 - KENVIL POWER MOWER                      | PO 25072 DPW - EQUIPMENT REPAIR - BLANKET         | 134.08       | 134.08       |
| 20917  | 4252 - LINDE GAS & EQUIPMENT, INC              | PO 25762 BH: RENOVATIONS - GAS                    | 316.83       | 316.83       |
| 20918  | 4179 - LUBENET, LLC                            | PO 25673 DPW - VEHICLE OIL - MCCPC                | 1,618.94     | 1,618.94     |
| 20919  | 1363 - M.J. CORIGLIANO                         | PO 25734 POLICE: TOWING SERVICES                  | 150.00       | 150.00       |
| 20920  | 2790 - MC PUBLIC SAFETY TRAINING ACADEMY       | PO 25706 POLICE: RANGE USE                        | 270.00       | 270.00       |
| 20921  | 1338 - MGL PRINTING SOLUTIONS, LLC             | PO 25555 WATER/SEWER DEPARTMENT - SUPPLIES/ WATER | 496.00       |              |
|        |  | PO 25555 WATER/SEWER DEPARTMENT - SUPPLIES/ WATER | 496.00       |              |
|        |  | PO 25582 ADMIN: WINDOW ENVELOPES                  | 241.00       | 1,233.00     |
| 20922  | 3886 - MISSION COMMUNICATIONS, LLC             | PO 25153 WATER DEPARTMENT - EQUIPMENT REPAIRS     | 150.00       | 150.00       |
| 20923  | 1371 - MTN. LAKES BOARD OF EDUCATION           | PO 25783 SEPT 2022 MTN LAKES SCHOOL DISTRICT GENE | 1,855,504.00 | 1,855,504.00 |

**List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT**

Meeting Date: 09/12/2022 For bills from 08/23/2022 to 09/08/2022

| Check# | Vendor                                     | Description                                       | Payment  | Check Total  |
|--------|--|---|----------|--------------|
| 20924  | 2397 - NAPA AUTO PARTS                     | PO 25670 POLICE: VEHICLE REPAIR 25-01             | 204.17   |              |
|        |  | PO 25674 POLICE: VEHICLE REPAIR                   | 285.95   | 490.12       |
| 20925  | 881 - NCX                                  | PO 24638 ADMIN: 2022 DNS HOSTING / ACCT# GTI - BL | 21.95    | 21.95        |
| 20926  | 1562 - NJLM                                | PO 25696 2022 LEAGUE OF MUNICIPALITIES CONFERENCE | 420.00   |              |
|        |  | PO 25725 NJ League Conference Registration 2022   | 60.00    | 480.00       |
| 20927  | 2500 - NORTON SEWER AND DRAIN              | PO 24783 SEWER DEPARTMENT - SEWER LINE SERVICE -  | 300.00   | 300.00       |
| 20928  | 4194 - OLDE TOWNE DELI                     | PO 25739 WATER DEPARTMENT - MEALS - BLANKET       | 92.60    | 92.60        |
| 20929  | 2727 - ONE CALL CONCEPTS, INC.             | PO 24705 ACCT# 12-BML / 2022 JAN - DEC BLANKET    | 79.72    | 79.72        |
| 20930  | 2968 - OPTIMUM                             | PO 24602 DPW: 2022 INTERNET SERVICES ACCT# 07876- | 161.73   | 161.73       |
| 20931  | 2968 - OPTIMUM                             | PO 24603 DPW: 2022 CABLE BOXES ACCT# 07876-414565 | 11.75    | 11.75        |
| 20932  | 3659 - OPTIMUM                             | PO 25158 2022 BORO TRAILER INTERNET SERVICES ACCT | 161.48   | 161.48       |
| 20933  | 1734 - READYREFRESH BY NESTLE              | PO 25558 ACCT# 0016496903 - 2022 BLANKET-2 (6 MO  | 306.95   | 306.95       |
| 20934  | 3990 - RICH TREE SERVICE, INC.             | PO 25554 TREE REMOVAL - 107 BOULEVARD             | 3,950.00 |              |
|        |  | PO 25566 DPW - TREE REMOVAL - ISLAND BEACH        | 2,100.00 |              |
|        |  | PO 25570 DPW - TREE REMOVAL - BIRD SANCTUARY      | 2,400.00 |              |
|        |  | PO 25617 SHADE TREE - TREE MAINTENANCE            | 275.00   |              |
|        |  | PO 25713 SHADE TREE - EMERGENCY TREE REMOVAL - ME | 1,875.00 |              |
|        |  | PO 25720 SHADE TREE - EMERGENCY TREE REMOVAL - 36 | 1,312.50 | 11,912.50    |
| 20935  | 4347 - SABRINA R GIORDANO                  | PO 25699 REFUND SUCCESSFUL 2021 STATE APPEAL GIOR | 1,248.67 | 1,248.67     |
| 20936  | 285 - SHAWN BENNETT                        | PO 25748 POLICE: REIMBURSEMENT                    | 50.00    |              |
|        |  | PO 25751 POLICE: REIMBURSEMENT                    | 23.51    | 73.51        |
| 20937  | 1948 - SHEAFFER SUPPLY, INC.               | PO 25410 BH: RENOVATIONS - SUPPLIES - BLANKET     | 204.91   | 204.91       |
| 20938  | 1837 - SHERATON ATLANTIC CITY              | PO 25416 2022 LEAGUE OF MUNICIPALITIES HOTEL RESE | 429.00   | 429.00       |
| 20939  | 1994 - SHERWIN-WILLIAMS COMPANY            | PO 25444 BH RENO: SUPPLIES - BLANKET              | 35.53    |              |
|        |  | PO 25756 BH: RENOVATIONS - MISC. SUPPLIES         | 26.65    | 62.18        |
| 20940  | 2470 - SKYLANDS AREA FIRE EQUIP & TRAINING | PO 25483 FIRE DEPTS: HELMETS                      | 832.00   |              |
|        |  | PO 25728 FIRE DEPT: GLOVES                        | 86.95    | 918.95       |
| 20941  | 2774 - STAPLES CONTRACT & COMMERCIAL, LLC  | PO 25502 MULI DEPT ORDER# 7360647578              | 295.97   |              |
|        |  | PO 25647 POLICE: ORDER# 7362781942-000-001        | 209.00   | 504.97       |
| 20942  | 2774 - STAPLES CONTRACT & COMMERCIAL, LLC  | PO 25653 POLICE: ORDER# 7362955673-000-001        | 50.24    |              |
|        |  | PO 25698 MULTI DEPT: ORDER# 7363504835            | 59.38    |              |
|        |  | PO 25698 MULTI DEPT: ORDER# 7363504835            | 97.09    | 206.71       |
| 20943  | 4108 - STO OF NJ, INC                      | PO 25446 BH RENO: BLANKET                         | 1,815.12 | 1,815.12     |
| 20944  | 1343 - TILCON NY, INC                      | PO 24668 DPW - DRAINS, PIPES & CATCHBASINS - BLAN | 1,009.73 | 1,009.73     |
| 20945  | 2037 - TJ'S SPORTWIDE TROPHY & AWARDS, INC | PO 25366 POLICE: PLAQUE                           | 59.75    | 59.75        |
| 20946  | 4308 - TRANE U.S., INC                     | PO 25087 BH: RENOVATION                           | 3,120.54 | 3,120.54     |
| 20947  | 4191 - TRANSUNION RISK & ALTERNATIVE       | PO 24621 POLICE: 2022 SUBSCRIPTION ACCT. ID: 3645 | 75.00    | 75.00        |
| 20948  | 1536 - TREAS, STATE OF NJ - D.O.H.         | PO 25749 APRIL - AUGUST 2022 DOG LICENSE FEES     | 94.80    | 94.80        |
| 20949  | 3292 - TREASURER - STATE OF NJ             | PO 25712 NJDEP SEWAGE AND WATER LICENSE - DOUG ED | 200.00   | 200.00       |
| 20950  | 2074 - TROPICANA CASINO & HOTEL            | PO 25418 2022 LEAGUE OF MUNICIPALITIES HOTEL RESE | 378.00   | 378.00       |
| 20951  | 4088 - TURN OUT UNIFORMS, INC              | PO 25707 POLICE: UNIFORM                          | 76.99    | 76.99        |
| 20952  | 2684 - UNITED VOLLEYBALL SUPPLY, LLC       | PO 25514 RECREATION: NETS                         | 294.22   | 294.22       |
| 20953  | 832 - W.W. GRAINGER, INC                   | PO 24722 WATER DEPT - LINE, PUMP, MOTOR REPAIRS - | 170.95   | 170.95       |
| 20954  | 4003 - WARSHAUER ELECTRIC SUPPLY CO.       | PO 25770 BH :RENOVATION                           | 412.65   | 412.65       |
| 20955  | 4031 - WAYNE ELECTRICAL SUPPLY CO.         | PO 25743 BH: RENOVATIONS - ELECTRICAL SUPPLIES -  | 2,503.66 | 2,503.66     |
| 20956  | 4225 - WILLIAMS SCOTSMAN, INC              | PO 24661 BH: RENOVATIONS - 2022 TRAILER RENTAL -  | 224.00   | 224.00       |
| TOTAL  |  |   |          | 1,958,653.43 |

## Summary By Account

| ACCOUNT           | DESCRIPTION                    | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT |
|-------------------|--------------------------------|------------|--------------|---------------|--------|
| 01-201-20-100-020 | GENERAL ADMIN - OTHER EXPENSE  | 1,383.09   |              |               |        |
| 01-201-20-110-020 | MAYOR & COUNCIL - OTHER EXP'S  | 384.00     |              |               |        |
| 01-201-20-120-020 | MUNICIPAL CLERK - OTHER EXP'S  | 515.35     |              |               |        |
| 01-201-20-130-020 | FINANCE - OTHER EXPENSES       | 556.23     |              |               |        |
| 01-201-20-140-020 | COMPUTER SERVICES              | 195.18     |              |               |        |
| 01-201-20-145-020 | TAX COLLECTOR - OTHER EXPENSES | 34.11      |              |               |        |
| 01-201-20-165-020 | ENGINEERING SERVICES           | 952.60     |              |               |        |
| 01-201-21-185-020 | BD OF ADJUST - OTHER EXPENSES  | 46.80      |              |               |        |
| 01-201-22-195-020 | UNIFORM CONST - OTHER EXPENSES | 403.57     |              |               |        |
| 01-201-25-240-020 | POLICE DEPT - OTHER EXPENSES   | 1,609.49   |              |               |        |
| 01-201-25-255-020 | FIRE DEPT - OTHER EXPENSES     | 1,976.70   |              |               |        |
| 01-201-25-266-020 | FIRE DEPT - SAFETY - OTHER EXP | 41.88      |              |               |        |
| 01-201-26-290-020 | STREETS & ROADS - OTHER EXP.   | 11,502.71  |              |               |        |
| 01-201-26-300-020 | SHADE TREE COMMISSION - O/E    | 3,187.50   |              |               |        |
| 01-201-26-305-020 | SOLID WASTE - OTHER EXPENSES   | 4,856.35   |              |               |        |

| ACCOUNT           | DESCRIPTION                             | CURRENT YR       | APPROP. YEAR    | NON-BUDGETARY       | CREDIT              |
|-------------------|---|------------------|-----------------|---------------------|---------------------|
| 01-201-26-310-020 | BLDG & GROUNDS - MUNIC BLDG             | 480.12           |                 |                     |                     |
| 01-201-26-315-020 | VEHICLE REPAIRS & MAINTENANCE           | 3,251.05         |                 |                     |                     |
| 01-201-28-370-020 | PARKS & PLAYGROUNDS OTHER EXP.          | 1,494.22         |                 |                     |                     |
| 01-201-28-375-020 | MAINT OF PARKS (BEACHES/LAKES)          | 22.77            |                 |                     |                     |
| 01-201-31-435-020 | ELECTRICITY - ALL DEPARTMENTS           | 2,073.80         |                 |                     |                     |
| 01-201-31-436-020 | ELECTRICITY - STREET LIGHTING           | 3,840.07         |                 |                     |                     |
| 01-201-31-440-020 | TELECOMMUNICATIONS                      | 320.00           |                 |                     |                     |
| 01-201-31-447-020 | PETROLEUM PRODUCTS                      | 7,739.09         |                 |                     |                     |
| 01-203-26-300-020 | (2021) SHADE TREE COMMISSION - O/E      |                  | 275.00          |                     |                     |
| 01-207-55-000-000 | LOCAL SCHOOL TAXES PAYABLE              |                  |                 | 1,855,504.00        |                     |
| 01-260-05-100     | DUE TO CLEARING                         |                  |                 | 0.00                | 1,903,894.35        |
| 01-275-55-000-000 | RESERVE FOR TAX APPEALS                 |                  |                 | 1,248.67            |                     |
| <b>TOTALS FOR</b> | <b>Current Fund</b>                     | <b>46,866.68</b> | <b>275.00</b>   | <b>1,856,752.67</b> | <b>1,903,894.35</b> |
| 02-200-40-700-490 | AMERICAN RESCUE PLAN                    |                  |                 | 59.38               |                     |
| 02-260-05-100     | DUE TO CLEARING                         |                  |                 | 0.00                | 59.38               |
| <b>TOTALS FOR</b> | <b>FEDERAL AND STATE GRANTS</b>         | <b>0.00</b>      | <b>0.00</b>     | <b>59.38</b>        | <b>59.38</b>        |
| 04-215-55-976-000 | 2012 Bond Ordinance 17-12               |                  |                 | 70.00               |                     |
| 04-215-55-982-000 | 2016 CAPITAL ORDINANCE 06-16            |                  |                 | 2,902.00            |                     |
| 04-215-55-989-000 | 2020 CAPITAL ORD. 8-20 BORO HALL RENOV. |                  |                 | 20,129.17           |                     |
| 04-215-55-991-000 | 2021 CAPITAL ORDINANCE 10-21            |                  |                 | 15,000.00           |                     |
| 04-215-55-992-000 | 2022 CAPITAL ORDINANCE 2-22             |                  |                 | 5,433.00            |                     |
| 04-260-05-100     | DUE TO CLEARING                         |                  |                 | 0.00                | 43,534.17           |
| <b>TOTALS FOR</b> | <b>General Capital</b>                  | <b>0.00</b>      | <b>0.00</b>     | <b>43,534.17</b>    | <b>43,534.17</b>    |
| 05-201-55-520-520 | Water Operating - Other Expenses        | 8,748.43         |                 |                     |                     |
| 05-203-55-520-520 | (2021) Water Operating - Other Expenses |                  | 1,353.10        |                     |                     |
| 05-260-05-100     | DUE TO CLEARING                         |                  |                 | 0.00                | 10,101.53           |
| <b>TOTALS FOR</b> | <b>Water Operating</b>                  | <b>8,748.43</b>  | <b>1,353.10</b> | <b>0.00</b>         | <b>10,101.53</b>    |
| 07-201-55-520-520 | Sewer Operating - Other Expenses        | 969.20           |                 |                     |                     |
| 07-260-05-100     | DUE TO CLEARING                         |                  |                 | 0.00                | 969.20              |
| <b>TOTALS FOR</b> | <b>Sewer Operating</b>                  | <b>969.20</b>    | <b>0.00</b>     | <b>0.00</b>         | <b>969.20</b>       |
| 13-260-05-100     | DUE TO CLEARING                         |                  |                 | 0.00                | 94.80               |
| 13-295-56-000-000 | DOG LICENSE FEES-DUE STATE NJ           |                  |                 | 94.80               |                     |
| <b>TOTALS FOR</b> | <b>Animal Trust</b>                     | <b>0.00</b>      | <b>0.00</b>     | <b>94.80</b>        | <b>94.80</b>        |

Total to be paid from Fund 01 Current Fund 1,903,894.35  
 Total to be paid from Fund 02 FEDERAL AND STATE GRANTS 59.38  
 Total to be paid from Fund 04 General Capital 43,534.17  
 Total to be paid from Fund 05 Water Operating 10,101.53  
 Total to be paid from Fund 07 Sewer Operating 969.20  
 Total to be paid from Fund 13 Animal Trust 94.80  
 1,958,653.43

BACK OUT  
 \$2,000 - CR# 20533  
 ADD \$120 - CR# 20874 / 20875  
 = 1,902,014.35

\* \$1,956,773.43 \*

total transfer

## Checks Previously Disbursed

|       |                                    |           |                              |       |           |
|-------|------------------------------------|-----------|------------------------------|-------|-----------|
| 20873 | JPMONZO, MUNICIPAL CONSULTING LLC. | PO# 25043 | FINANCE: WEBINAR             | 50.00 | 8/30/2022 |
| 20874 | NJ MOTOR VEHICLE COMMISSION        | PO# 25752 | POLICE: VEHICLE REGISTRATION | 60.00 | 9/07/2022 |
| 20875 | NJ MOTOR VEHICLE COMMISSION        | PO# 25753 | POLICE: VEHICLE REGISTRATION | 60.00 | 9/07/2022 |

| ACCOUNT | DESCRIPTION | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT |
|---------|-------------|------------|--------------|---------------|--------|
|---------|-------------|------------|--------------|---------------|--------|

-----  
170.00

| Totals by fund                   | Previous Checks/Voids | Current Payments | Total                      |
|----------------------------------|-----------------------|------------------|----------------------------|
| Fund 01 Current Fund             | 170.00                | 1,903,894.35     | <b>1,904,064.35</b>        |
| Fund 02 FEDERAL AND STATE GRANTS |                       | 59.38            | <b>59.38</b>               |
| Fund 04 General Capital          |                       | 43,534.17        | <b>43,534.17</b>           |
| Fund 05 Water Operating          |                       | 10,101.53        | <b>10,101.53</b>           |
| Fund 07 Sewer Operating          |                       | 969.20           | <b>969.20</b>              |
| Fund 13 Animal Trust             |                       | 94.80            | <b>94.80</b>               |
| -----                            |                       |                  |                            |
| BILLS LIST TOTALS                | 170.00                | 1,958,653.43     | <b><u>1,958,823.43</u></b> |



# List of Bills - (1710101001002) Escrow - Developers - Checking Developer's Escrow

Meeting Date: 09/12/2022 For bills from 08/23/2022 to 09/08/2022

| Check# | Vendor                                    | Description                                       | Payment  | Check Total |
|--------|---|---|----------|-------------|
| 5306   | 102 - ANDERSON & DENZLER ASSOC., INC      | PO 25765 JULY 2022 PROFESSIONAL SERVICES - ESCROW | 2,642.20 | 2,642.20    |
| 5307   | 4157 - BRIGHT VIEW ENGINEERING            | PO 25757 JULY 2022 PROFESSIONAL SERVICES - ESCROW | 522.50   | 522.50      |
| 5308   | 4170 - DEWBERRY ENGINEERS, INC            | PO 25763 JULY 2022 PROFESSIONAL SERVICES - ESCRO  | 736.00   | 736.00      |
| 5309   | 3759 - PRINCETON HYDRO, LLC               | PO 25761 MAY/JULY 2022 PROFESSIONAL SERVICES - ES | 1,347.75 | 1,347.75    |
| 5310   | 1916 - STICKEL, KOENIG, SULLIVAN & DRILL, | PO 25764 AUGUST PROFESSIONAL SERVICES - ESCROW    | 350.00   | 350.00      |
| 5311   | 4177 - WEINER LAW GROUP, LLP              | PO 25759 JULY 2022 PROFESSIONAL SERVICES - ESCROW | 617.50   | 617.50      |
| TOTAL  |   |   |          | 6,215.95    |

## Summary By Account

| ACCOUNT           | DESCRIPTION                              | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT   |
|-------------------|--|------------|--------------|---------------|----------|
| 17-101-01-001-002 | Escrow - Developers - Checking           |            |              |               |          |
| 17-500-00-091-319 | HIGHVIEW HOMES LLC                       |            |              | 0.00          | 6,215.95 |
| 17-500-00-091-322 | BLUE 701, LLC                            |            |              | 2,395.60      |          |
| 17-500-00-091-402 | THE CRAIG SCHOOL                         |            |              | 1,520.95      |          |
| 17-500-00-091-404 | HIGHVIEW HOMES LLC INSPECTION FEE ESCROW |            |              | 523.20        |          |
|                   |  |            |              | 1,776.20      |          |
| TOTALS FOR        | Developer's Escrow                       | 0.00       | 0.00         | 6,215.95      | 6,215.95 |

Total to be paid from Fund 17 Developer's Escrow

6,215.95  
=====

6,215.95

**List of Bills - (3310101001001) CASH - RECREATION****Recreation Trust**

Meeting Date: 09/12/2022 For bills from 08/23/2022 to 09/08/2022

| Check# | Vendor                          | Description                                 | Payment | Check Total |
|--------|---------------------------------|---|---------|-------------|
| 5498   | 3878 - PAUL ZIMMERMAN FOUNDRIES | PO 24887 HPC: HOUSE PLAQUE - BELL HALL 1924 | 252.00  |             |
|        |                                 | PO 25255 HPC: HOUSE PLAQUES                 | 720.50  |             |
|        |                                 | PO 25733 HPC: HOUSE PLAQUE - BELL HALL 1928 | 209.50  | 1,182.00    |
| TOTAL  |                                 |   |         | 1,182.00    |

**Summary By Account**

| ACCOUNT           | DESCRIPTION               | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT   |
|-------------------|---------------------------|------------|--------------|---------------|----------|
| 33-101-01-001-001 | CASH - RECREATION         |            |              | 0.00          | 1,182.00 |
| 33-600-00-090-000 | Recreation Trust Reserves |            |              | 1,182.00      |          |
| TOTALS FOR        | Recreation Trust          | 0.00       | 0.00         | 1,182.00      | 1,182.00 |

Total to be paid from Fund 33 Recreation Trust

1,182.00

1,182.00

**BOROUGH OF MOUNTAIN LAKES  
COUNTY OF MORRIS, NJ**

**RESOLUTION 149-22**

**“RESOLUTION REQUESTING APPROVAL OF ITEM OF REVENUE AND APPROPRIATION UNDER N.J.S.A.  
40A: 4-87 FOR THE HISTORIC PRESERVATION GRANT IN THE AMOUNT OF \$24,000.00”**

**WHEREAS**, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of an item of appropriation for an equal amount, and

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Mountain Lakes hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2022 in the sum of \$24,000.00 which item is now available as a revenue from:

Miscellaneous Revenues

Special Items of General Revenue Anticipated with Prior Written Consent of the Director of Local Government Services-Public and Private Revenues Off-set with Appropriations:

Historic Preservation Grant – Mountain Lakes Train Station – Preservation Plan

**BE IT FURTHER RESOLVED**, that the like sum of \$24,000.00 be and the same is hereby appropriated under the caption of:

(A) Operations – Excluded from “CAPS” Public and Private Programs Offset By  
Revenues – Historic Preservation Grant – Mountain Lakes Train Station – Preservation Plan

XX

**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on September 12, 2022.

  
\_\_\_\_\_  
Cara Fox, Deputy Municipal Clerk

| Name    | Motion | Second | Aye | Nay | Absent | Abstain |
|---------|--------|--------|-----|-----|--------|---------|
| Barnett |        |        |     |     | X      |         |
| Happer  |        |        |     |     | X      |         |
| Korman  |        |        | X   |     |        |         |
| Lane    |        | X      | X   |     |        |         |
| Richter | X      |        | X   |     |        |         |
| Sheikh  |        |        | X   |     |        |         |
| Menard  |        |        | X   |     |        |         |

**BOROUGH OF MOUNTAIN LAKES  
COUNTY OF MORRIS, NJ**

**RESOLUTION 150-22**

**"RESOLUTION AUTHORIZING THE BOROUGH OF MOUNTAIN LAKES  
TO ENTER INTO THE NEW JERSEY COOPERATIVE PURCHASING ALLIANCE  
COOPERATIVE PRICING AGREEMENT"**

**WHEREAS**, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, the County of Bergen, hereinafter referred to as the "Lead Agency " has offered voluntary participation in the New Jersey Cooperative Purchasing Alliance # CK04- a Cooperative Pricing System for the purchase of goods and services;

**WHEREAS**, on September 12, 2022 the governing body of the Borough of Mountain Lakes, County of Morris, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

**NOW, THEREFORE, BE IT RESOLVED** as follows:

**TITLE**

This resolution shall be known and may be cited as the Cooperative Pricing Resolution of the Borough of Mountain Lakes.

**AUTHORITY**

Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Borough Manager is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

**CONTRACTING UNIT**

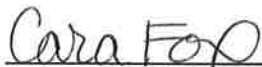
The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

**EFFECTIVE DATE**

This resolution shall take effect immediately upon passage.

XX

**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on September 12, 2022.



Cara Fox, Deputy Municipal Clerk

| Name    | Motion | Second | Aye | Nay | Absent | Abstain |
|---------|--------|--------|-----|-----|--------|---------|
| Barnett |        |        |     |     | X      |         |
| Happer  |        |        |     |     | X      |         |
| Korman  |        |        | X   |     |        |         |
| Lane    |        | X      | X   |     |        |         |
| Richter | X      |        | X   |     |        |         |
| Sheikh  |        |        | X   |     |        |         |
| Menard  |        |        | X   |     |        |         |

**BOROUGH OF MOUNTAIN LAKES  
COUNTY OF MORRIS, NJ**

**RESOLUTION 151-22**

**"RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES  
AGREEMENT BETWEEN THE BOROUGH OF MOUNTAIN LAKES AND  
CONNOLLY & HICKEY HISTORICAL ARCHITECTS, LLC"**

**WHEREAS**, there exists the need for professional historic architectural services in conjunction with the preparation of a Historic Preservation Plan for the Mountain Lakes Train Station; and

**WHEREAS**, Connolly & Hickey Historical Architects, LLC has submitted a proposal dated November 18, 2021 and revised March 8, 2022 to provide historic architectural services; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" and the contract itself must be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey:

**Section 1.** The Borough Manager and Borough Clerk are hereby authorized and directed to execute an agreement with Connolly & Hickey Historical Architects, LLC for professional historic architectural services in conjunction with the preparation of a Historic Preservation Plan for the Mountain Lakes Train Station as forth in a proposal dated November 18, 2021 and revised March 8, 2022 attached hereto in an amount no to exceed \$30,000 .

**Section 2.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.

**Section 3.** A notice of this action shall be printed once in the legal newspaper of the Borough of Mountain Lakes.

XX

**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on September 12, 2022.

  
\_\_\_\_\_  
Cara Fox, Deputy Municipal Clerk

| Name    | Motion | Second | Aye | Nay | Absent | Abstain |
|---------|--------|--------|-----|-----|--------|---------|
| Barnett |        |        |     |     | X      |         |
| Happer  |        |        |     |     | X      |         |
| Korman  |        |        | X   |     |        |         |
| Lane    |        | X      | X   |     |        |         |
| Richter | X      |        | X   |     |        |         |
| Sheikh  |        |        | X   |     |        |         |
| Menard  |        |        | X   |     |        |         |



PROPOSAL FOR PROFESSIONAL ARCHITECTURAL AND HISTORIC PRESERVATION SERVICES  
FOR THE PREPARATION OF A:  
**HISTORIC PRESERVATION PLAN**

FOR THE  
**MOUNTAIN LAKES TRAIN STATION**  
BOROUGH OF MOUNTAIN LAKES, MORRIS COUNTY, NEW JERSEY

PRESENTED BY:  
CONNOLLY & HICKEY HISTORICAL ARCHITECTS, LLC  
P.O. Box 1726  
Cranford, New Jersey 07016

FOR CONSIDERATION BY:  
Mitchell Stern, Borough Manager and  
Cynthia Korman, Council Member  
Borough of Mountain Lakes  
400 Boulevard  
Mountain Lakes, New Jersey 07046

Date: 18 November 2021  
Revised: 8 March 2022

## TABLE OF CONTENTS

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Section 1      Project Overview

Section 2      Project Team

Section 3      Technical Proposal

Section 4      Cost Proposal

Section 5      Project Schedule

Section 6      Project References

### Attachments

A.      Resumes of Project Team Members



## PROJECT OVERVIEW

### Section 1

Connolly & Hickey Historical Architects, LLC is pleased to present a proposal to the Borough of Mountain Lakes (Borough) to prepare a Historic Preservation Plan for the Mountain Lakes Train Station (Train Station). The following outlines the proposed scope of professional services, including a cost proposal, project schedule and qualifications of the project team for the Borough's consideration.

#### Mountain Lakes Train Station

The Mountain Lakes Train Station was constructed in 1912 to serve the Delaware, Lackawanna and Western (DL&W) Railroad in Mountain Lakes, replacing an earlier station. Designed by the DL&W's chief architect Frank J. Nies, the station was constructed of local rough-cut stone with concrete trim and utilized elements of the Jacobethan Revival style. The station featured a standard plan adopted by the DL&W that was repeated with minor variations in scale, material, and trim; this plan featured the baggage and waiting rooms in two large end rooms connected by a central hall with ticket office and restrooms. This plan was modified at Mountain Lakes, where the steep site required the baggage room to be raised one story and a stair replaced the hall and an additional room adjoining the baggage room. A fire damaged the station around 1920 but its interior was rebuilt with little change. The building served as an active station until the mid-twentieth century, and the Borough purchased the building in the 1950s. The former station housed various professional offices during the late-twentieth century and today serves as a restaurant. The Mountain Lakes Train Station was added to the New Jersey and National Registers of Historic Places in 2005 as a contributing resource to the Mountain Lakes Historic District.

The Train Station has certain physical needs that need to be addressed, and the Borough would like to develop a direction for the future preservation and continued use of the building as a restaurant. A Historic Preservation Plan is a vital preservation planning tool that documents original construction and a property's subsequent evolution, identifies current conditions, and makes prioritized recommendations for future work. A Preservation Plan looks at a property not only in relation to its significance but also in how a building's preservation fits with a municipality's use of a property for the long-term. It is a valuable tool for not only outlining future restoration and rehabilitation work but can also be used to garner funding from sources interested in preserving historic and cultural resources.

The project would begin with historic research documenting the history and evolution of the site and building. The historic research conducted for the Preservation Plan will form the basis for determining the period of significance, help to develop a chronology of construction, and aid in the development of the preservation philosophy. A period of significance is the span of time in which the building has attained its significance and justification for recognition. With this knowledge in hand, the exterior existing conditions (and to less extent the interior conditions) will be documented in graphic, narrative and photographic form and will become the basis for the recommendations for architectural planning, material repair and the generation of estimates of probable cost. The plan will provide an opportunity for determining phasing for projects noting which conditions are priorities and which can be dealt with in the long-term. Determinations on phasing and work programs will also be considered in relation to available funding and a logical sequence of work. All recommendations will be such that any proposed work complies with the Secretary of the Interior's *Standards for the Treatment of Historic Properties*.

## THE PROJECT TEAM

## Section 2

Connolly & Hickey Historical Architects is an architecture firm that specializes in the restoration and rehabilitation of historic properties with a focus on properties located in New Jersey. The firm provides a full range of architecture and preservation services including planning, stabilization, restoration and rehabilitation for a variety of historic and cultural resources. Our firm focuses on the practice of historical architecture because of our belief that the presence of older buildings enhances and graces the built environment providing a connection to local heritage and fostering stronger communities. Extending the useful life of existing buildings through thoughtful and well-planned restorations and rehabilitations is an area of specialty requiring experienced professionals. Please refer to Section 6 for a sampling of projects that our firm has undertaken since our inception.

Connolly & Hickey is a full-service firm that can meet the individual needs of each of our clients and tailor those services to each project. We understand that each building has its own identity, characteristics and needs, and as such, we develop a project team that is specifically suited to the project goals and objectives. For the Train Station project, Connolly & Hickey has built a project team that will include KSI Professional Engineers, who will assess the building's structure, and KSI Consulting Engineers, who will assess the building's electrical system related to exterior lighting.

Thomas B. Connolly, AIA, Principal Architect and Margaret M. Hickey, AIA, Principal Historic Preservation Specialist, will manage the Project Team, provide direct contact to the client and coordinate all requirements amongst in-house personnel and our consultants. The Project Team has worked together on numerous projects in the past and therefore has the ability and expertise to successfully deliver this project to the Borough in a timely manner, satisfying the programmatic requirements and consistent with the governing standards for the preservation of historic buildings. The following is a summary of the experience of each team member including their role in the preparation of the Historic Preservation Plan. Each team member has experience with applying the Secretary of the Interior's *Standards for the Treatment of Historic Properties* and understands the complexities behind each restoration and rehabilitation project no matter the type, size or configuration of the historic resource.

**Thomas B. Connolly, AIA** is the Principal Architect for Connolly & Hickey and holds a Bachelor of Architecture from the New Jersey Institute of Technology. Tom has applied his understanding of the methodologies and philosophies behind the role of historic preservation in the restoration and rehabilitation of numerous historic properties over his 20 years of experience in the field. Tom will co-manage the preparation of the Historic Preservation Plan from initial documentation through to the development of the recommendations for restoration and rehabilitation. He will oversee the development of the existing condition documents, including drawings and photographs, and will review the recommendations and estimates of probable cost.

**Margaret M. Hickey, AIA** serves as the Principal Historic Preservation Specialist for the firm and is responsible for ensuring all projects comply with preservation standards. Margaret holds a Master of Science in Historic Preservation from Columbia University and a Bachelor of Architecture from the New Jersey Institute of Technology. Margaret will develop the historical overview and will establish the period of significance and preservation philosophy. She will also work with the other team members in documenting the existing conditions and preparing the conditions assessment, code analysis, and recommendations including the estimates of probable cost.

**Beth A. Bjorklund** is a Historic Preservation Specialist for the firm and works with the other team members in documenting the history and existing conditions, and developing the recommendations. Beth holds a Master of Science in Historic Preservation from Ball State University and a Bachelor of Arts in



## THE PROJECT TEAM

## Section 2

Cultural and Historic Preservation from Salve Regina University. Beth will work with Margaret in researching the history and development of the building, preparing conditions assessment, and developing the period of significance and the recommendations for the building.

**Carly Bathan, R.A.**, as a Project Architect, is responsible for architectural design for sensitive additions to historic resources, and for the restoration, stabilization, and rehabilitation of historic buildings from documentation to the administration of the contract during construction. She holds a Master of Architecture II from Harvard University and a Bachelor of Architecture from Syracuse University. Carly will assist with documentation, recommendations and addressing recommendation with regard to barrier-access.

**Mirek L. Skros, Associate AIA**, is an Architectural Designer for the firm and is responsible for project documentation, delineation and design. He holds a Master of Architecture from the New Jersey Institute of Technology and will work with Tom in documentation of existing conditions , preparing the as-built drawings, and developing the recommendations for restoration and repair. Mirek has worked at Connolly & Hickey for over eight years on a variety of historic preservation projects.

**Pallavi S. Kanthe** is an Architectural Designer for the firm and holds a Master of Science in Historic Preservation from Pratt Institute and a Bachelors of Architecture from Kamla Raheja Vidyanidhi Institute for Architecture and Environmental Studies. Pallavi works with other team members in documenting and drafting existing conditions and assessing material conditions.

**KSI Professional Engineers** is a structural engineering firm established in 1999 to provide structural engineering services to both private and public-sector clients. Connolly & Hickey has worked with KSI on many projects in the past providing valuable insight through the thorough evaluation of a building's structure to determine the conditions and integrity. KSI also works with the team members in determining the recommendations for repair and upgrade. KSI will work with Tom in the evaluation of the existing conditions of the structure as they may relate to exterior conditions. All conditions are reviewed in the field between Project Team members; however, KSI will also provide a written report of their observations. Recommendations for upgrades will be outlined in this written summary as well as incorporated into the body of the planning document. The key member of the form who will work with Connolly & Hickey is Patrick Cronin, P.E.

**KSI Consulting Engineers** will provide electrical engineering services for the Train Station related to the exterior lighting. KSI is a full-service engineering firm that assesses the conditions of the existing services and will provide recommendation for repair and upgrade as needed. Connolly & Hickey has worked with KSI Consulting Engineers on numerous projects in the past including the restoration and rehabilitation of the Lake Hopatcong Train Station, the creation of a Visitor Center at the Grover Cleveland Birthplace, and many others. The key members of the firm who will work with Connolly & Hickey are Luis Rodriguez, CPD, LEED AP, and Andrew Christie, LEED AP.

## TECHNICAL PROPOSAL

## Section 3

Our firm is committed to providing the Borough of Mountain Lakes with all services required to make this project successful. We include below our general approach to executing the overall goals of the proposed project. Connolly & Hickey envisions a two-phased approach to the development of the Historic Preservation Plan, the preparatory phase and the final phase.

### BASIC SERVICES

The first phase, the preparatory phase, includes documentation, the survey of existing conditions and the development of initial recommendations. After this initial phase, Connolly & Hickey will meet with representatives of the Borough to review the findings and garner insight from the members on the initial recommendations. Upon this review, the final phase will commence including the preparation of final recommendations, development of estimates of probable cost and phasing recommendations. Note that the work will focus on the exterior and is limited at the interior to structure and any areas where the exterior is impacting interior finishes. It will be the responsibility of the Borough to facilitate communication between the restaurant Owners and the Project Team for both access to the interior and discussions of any findings and recommendations.

#### Documentation

The preparation of the Historic Preservation Plan begins with researching local archives and repositories for detailed information on the history and development of the Mountain Lakes Train Station including placing this history in the context of the overall developmental history of Mountain Lakes. Such repositories would likely include files in possession of the Mountain Lakes Historic Preservation Committee, the North Jersey History & Genealogy Center at the Morristown & Morris Township Library, the New Jersey Historic Preservation Office, and the State archives, where pertinent. Based on this research and documentation, an historical overview will be prepared on the Train Station that details its history and chronology of construction. The building's period of significance and significance statement will also be developed.

The second component of the documentation phase will be to generate current AutoCAD drawings of the building in plan and elevation. This will be accomplished using the existing drawings as a base and field verifying them at the interior and exterior in order to prepare existing condition drawings. The Train Station will also be documented through photography. Together with the historic research, the Project Team will gain an overall sense of the building as well as its historical evolution.

All team members will receive the synopsis of the historical research, the photographs and the drawings. This package will provide a background of the building prior to the survey stage. The consultant will receive a customized synopsis of the initial findings as it pertains to their individual tasks. This information provides all team members with adequate foreknowledge of what to expect and what questions to ask before approaching the site, ultimately expediting the project.

#### Field Survey

After review of the site history, the project team will commence the survey phase. We will focus on the exterior of the building, to a lesser extent, the interior, and the site, including the covered structure by the railroad tracks and the stone site walls. Tom will take the lead in the survey phase, and will assess the integrity of the building fabric, the chronology of alterations, as well as the condition of the fabric at the exterior, interior, and site features. Conservation issues will be described, located onto drawings and photographed.

Our engineering consultant will also join the survey phase:

## TECHNICAL PROPOSAL

## Section 3

### Structural Systems Assessment

KSI Professional Engineers will evaluate the structural elements of the Train Station to determine the extent and nature of any structural deficiencies. With the assistance of a borescope, they will investigate concealed areas to the extent practicable in order to gain a better understanding of the overall structural conditions. Based on the observation of the structural systems, recommendations shall be made for repair and upgrade that are sympathetic to the historic fabric and comply with the *Standards*.

### Electrical System and Exterior Lighting Assessment

KSI Consulting Engineers will investigate the existing electrical service and any related exterior lighting and life-safety issues at the exterior of the Train Station to determine the conditions and make recommendations for any upgrades with regard to supporting the existing use and to comply with current code requirements, particularly where issues of life-safety are a concern.

### **Preliminary Analysis and Meeting**

Upon completion of the survey phase, the Project Team will synthesize the initial findings to be included in the preliminary report. The Project Team will present these findings to the Borough including initial recommendations for the period of significance, the preservation philosophy for the Train Station, and the preliminary recommendations for repair and upgrade. At this time, the Project Team will look to the Borough for input. The focus of this initial phase will be on the architecture and overall fabric of the building.

### **Use Analysis**

With the greater understanding of the building, its history, configuration, needs, and even its limitations, the Project Team will focus on analyzing the continued use of the Train Station as a restaurant, specifically related to the exterior of the building and site and provisions for barrier-free access. This analysis will review how the building can work best in the future to support this continued use and to make improvements where needed. The analysis will include looking at the physical limitations of the site and building but also all the building has to offer by way of its many features, attributes and amenities. At the preliminary meeting, the Project Team will discuss the vision of the Borough for the building and site coupled with the understanding of the physical needs of the building with regard to conditions; and will make recommendations on use and site upgrades for the Borough's input. All recommendations for upgrades should be sympathetic to the historic fabric and reversible where feasible. These recommendations will also include the generation of estimates of probable cost that may aid in the decision-making for possible phasing alternatives.

### **Treatment Recommendations**

Utilizing the data collected during the survey phase and the results of the preliminary meeting, the project team will move forward to the final phase, treatment and planning recommendations. At Connolly & Hickey, the project team works hand-in-hand developing the recommendations allowing insight from all disciplines involved. The planning phase will be two tiered including conservation treatment and restoration recommendations. This is not to say these two elements are separate, but rather, intertwined and each will guide decisions of the other. It should be noted that if ground disturbance is part of the recommendations for restoration and rehabilitation, the project team will include recommendations for future archaeological investigations as required and to be completed prior to any restoration or rehabilitation work.

The results of the preliminary meeting will guide Connolly & Hickey to expand upon and solidify the recommendations for the restoration of the Train Station. Tom will review code compliance, accessibility and building restraints required by the proposed usage. The project team will develop conservation treatment recommendations for the building with a focus on the exterior. The engineer will make recommendations for improvements to the existing structural components and the exterior lighting based on both code compliance

## TECHNICAL PROPOSAL

### Section 3

and the existing use requirements. All recommendations will take into consideration the need for the sensitive insertion of structural systems, and if necessary, the electrical systems, within the existing historic fabric.

#### **Vulnerability Assessment and Maintenance Plan**

The survey of existing conditions will be the point of departure for the development of the Vulnerability Assessment and the Maintenance Plan. The Vulnerability & Hazard Assessment will include both the identification of vulnerabilities and recommendations for their mitigation. The maintenance plan will provide guidance for a cyclical maintenance program. This plan will provide a list of weekly, monthly and yearly tasks that address the maintenance of the building, site elements, and the immediate landscape. If followed, both plans will help to maintain and prolong the life of the building materials and site features.

#### **Report Production**

All the findings will be developed into a final draft report of which three (3) copies will be submitted to the Borough and any agency having jurisdiction for review and comment. At this time, we will have the final meeting to discuss the Borough's review and comments. The results of this meeting will be incorporated into the final report. The report will be prepared according to standard guidelines including written descriptions and recommendations, drawings, historical documentation, and photographs.

Connolly & Hickey will provide the Borough of Mountain Lakes with a Historic Preservation Plan for the Mountain Lakes Train Station. This report would evaluate the overall situation of the building and present an overall plan for addressing the observed conditions. The Historic Preservation Plan shall include:

- Executive Summary
- Introduction
- Developmental History
- Chronology of Construction
- Architectural Description (Primarily Exterior/Interior Overview) including Drawings of Existing Conditions
- Identification of Significant Features
- Statement of Significance
- Conditions Assessment including Photographs of Existing Conditions
- Preservation Philosophy
- Code Analysis
- Use and Analysis
- Vulnerability & Hazard Assessment
- Conclusions and Recommendations (including Phasing)
- Conceptual Estimate of Probable Costs
- Bibliography
- Attachments
  - Engineering Assessment
  - Maintenance Plan

#### **Deliverables**

Five (5) copies of the draft report and five (5) copies of the final report will be submitted to the Borough, including two (2) copies required by the County for each submission. The copies of the draft will include black and white graphics, and the bound copies of the final report will include color graphics.

One (1) USB version with PDF of final report with graphics shall be submitted to the Borough.

**COST PROPOSAL**

**Section 4**

**GENERAL**

Pursuant to our review of the existing documentation, the following cost proposal is offered:

**I. HISTORIC PRESERVATION PLAN**

**A. Connolly & Hickey Historical Architects**

|   |          |
|---|----------|
| • Archival Research and Historical Overview | \$ 3,225 |
| • Documentation                             | \$ 2,300 |
| • Field Survey of Conditions and Analysis   | \$ 4,225 |
| • Treatment Recommendations                 | \$ 3,350 |
| • Report Writing and Production             | \$ 3,950 |
| • Meetings (allow for 2)                    | \$ 950   |

**Subtotal Connolly & Hickey** **\$ 18,000**

**B. Sub-Consultants**

|   |          |
|---|----------|
| • Structural Engineering Assessment Allowance | \$ 4,500 |
| • Electrical Engineering Assessment Allowance | \$ 4,000 |

**Subtotal Sub-Consultant** **\$ 8,500**

**C. EXPENSES**

|  |          |
|--|----------|
| • Supplies, Materials & Other Expenses (Allowance) | \$ 3,500 |
|--|----------|

**Subtotal Expenses** **\$ 3,500**

**TOTAL FOR HISTORIC PRESERVATION PLAN:** **\$ 30,000**

**CONDITIONAL STATEMENTS**

This proposal attempts to be as inclusive as possible in order to provide the Borough with a comprehensive set of professional services. However, specific services must be understood to be beyond the intents and purposes of this proposal. These may include but not be limited to the following:

- concealed or unforeseen conditions;
- preparation of detailed plans, elevations or details to facilitate or to act as a directive for the repair or restoration of any building component;
- hazardous materials identification, risk assessment or abatement;
- compliance with any NJ Department of Environmental Protection or US Environmental Protection Agency requirements for wetlands;
- underground storage tank risk assessments;
- destructive or invasive testing but may include removal of limited existing finishes; and
- expert testimony related to any legal proceedings.

The professional services rendered as part of this proposal shall be usual and customary reflecting the care and skill ordinarily used by other historic architects when dealing with similar historic structures at the same time and in the same or similar localities.

The cost proposal provided on the previous page is valid for one (1) year, after which point all costs are subject to change to reflect moderate yearly rate increases.



## COST PROPOSAL

### Section 4

#### ADDITIONAL SERVICES

Should the Borough require or should the project demand additional services beyond those covered under basic services in order to facilitate its completion, the Project Team is prepared to assist wherever possible. These services will be subject to the hourly rates established in the Cost Proposal section of this Proposal. Such Additional Services may include but not be limited to:

- services involving work on buildings or structures other than those specifically listed in this proposal;
- services of consultants or specialists other than those specifically listed in this proposal;
- testing of materials or surfaces;
- site, civil or geo-technical engineering;
- structural engineering other than those specifically listed in this proposal;
- mechanical engineering;
- electrical engineering other than those specifically listed in this proposal;
- soils testing;
- site utilities;
- land surveying;
- landscape architectural services;
- archaeological investigations;
- the preparation of or the assistance in the preparation of applications for historic preservation grants or other types of funding; and
- orientation and display design.

Should additional services be required that are beyond the scope of the basic services of this proposal, the following rates will apply. Expenses shall be drawn from the allowance provided as part of the cost estimate.

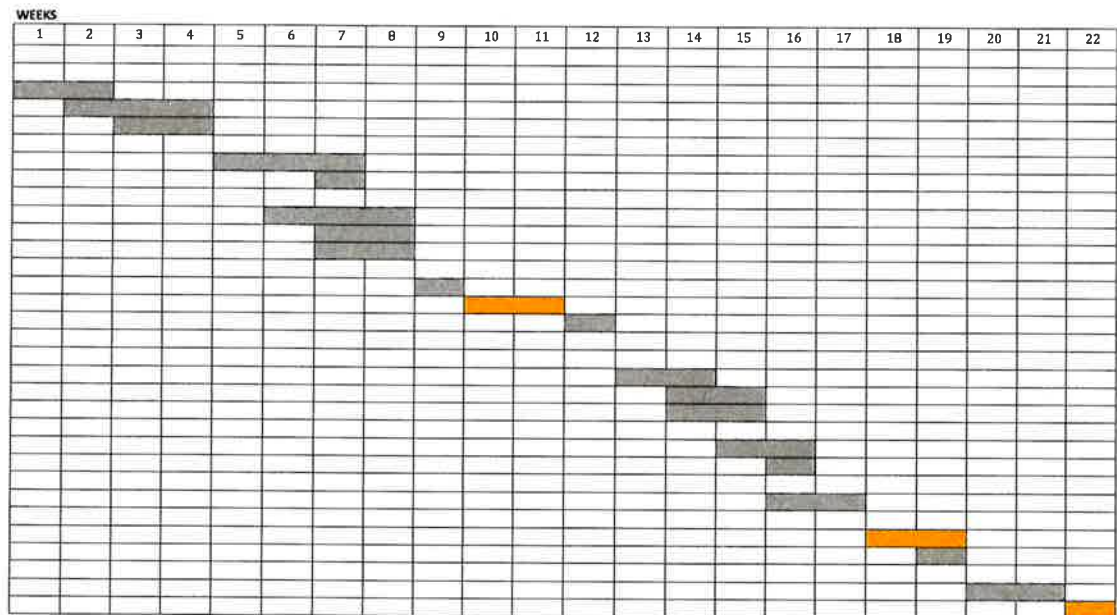
#### CONNOLLY & HICKEY HISTORICAL ARCHITECTS

|                                    |                    |
|------------------------------------|--------------------|
| • Principal Architect              | \$ 145.00/ hour    |
| • Historic Preservation Specialist | \$ 125.00/ hour    |
| • Architectural Conservator        | \$ 95.00/ hour     |
| • Architectural Designer/Drafter   | \$ 75.00/ hour     |
| • Drafter                          | \$ 60.00/ hour     |
| • Additional Meetings              | \$ 475.00/ meeting |
| • Additional Reports               | \$ 200.00 each     |
| • Consulting Engineer              | \$ 180.00/ hour    |

#### EXPENSES

|            |                         |
|------------|-------------------------|
| • Mileage  | \$ 0.56 /mile           |
| • Printing | \$ 0.15 /8 ½ x 11 sheet |
|            | \$ 3.75 /24 x 36 sheet  |
| • Mailings | Actual cost             |

| ONE | PRELIMINARY TASKS        |
|-----|--------------------------|
| A   | Documentation            |
| 1   | Historical Overview      |
| 2   | Field Documentation      |
| 3   | Significance Statement   |
| B   | Field Survey             |
| 1   | Survey Conditions        |
| 2   | Engineering Evaluation   |
| C   | Prelim Treatments        |
| 1   | Building Assessment      |
| 2   | Recommendations          |
| 3   | Use Analysis             |
| D   | Review/Meeting           |
| 1   | Draft Report Preparation |
| 2   | Client Comments          |
| 3   | Preparatory Meeting      |



**PROJECT REFERENCES**

**Section 6**

**REFERENCES**

Kyle Richter, Executive Director  
Lake Hopatcong Foundation  
125 Landing Road  
Landing, New Jersey 07850  
973-663-2500

Bryan Coward, Director of Recreation  
Township of Rockaway  
65 Mt. Hope Road  
Rockaway, New Jersey 07866  
973-983-2841

Neil Henry, Administrator  
Town of Boonton  
100 Washington Street  
Boonton, New Jersey 07005  
973-402-9410 x 650

**EXPERIENCE**

Since 2003, Connolly & Hickey has undertaken a variety of historic preservation projects ranging in scope from preservation planning documents to large-scale restoration and rehabilitation projects. Sample projects have been provided that explain the broad scope of our expertise and services.

All projects undertaken by Connolly & Hickey are accomplished as a team effort where staff is encouraged to take an active role in the decision-making and design processes behind every project whether it is a historic preservation-planning document or a full set of contract documents for a complex restoration and rehabilitation project. In every project undertaken, each member of the project team is intimately familiar with the building and its needs, and all members contribute to developing the appropriate approach for the required interventions.

# LAKE HOPATCONG TRAIN STATION

LANDING, MORRIS COUNTY, NEW JERSEY



The 1911 Lake Hopatcong Train Station, in Landing New Jersey, was designed to integrate the Morris Canal with rail travel, serving as a link between the two, as well as connecting with adjacent trolley service. The Tudor Revival/Jacobean-style passenger station is of rubble stone and cast stone construction with cast stone detailing and a glazed clay tile roof.



- Services: Historic Preservation Plan, National Register Nomination, Contract Documents, Pre-Qualification, Bidding and Contract Administration for three phases of construction.
- Construction: Exterior restoration and interior rehabilitation to reflect its original appearance while being adaptively reused to house the Lake Hopatcong Foundation. The project also includes rehabilitation of the landscape.
- Grants: \$600,000
- Total Project Costs: \$960,000



# DEMAREST RAILROAD DEPOT

DEMAREST, BERGEN COUNTY, NEW JERSEY

Connolly & Hickey  
HISTORICAL ARCHITECTS

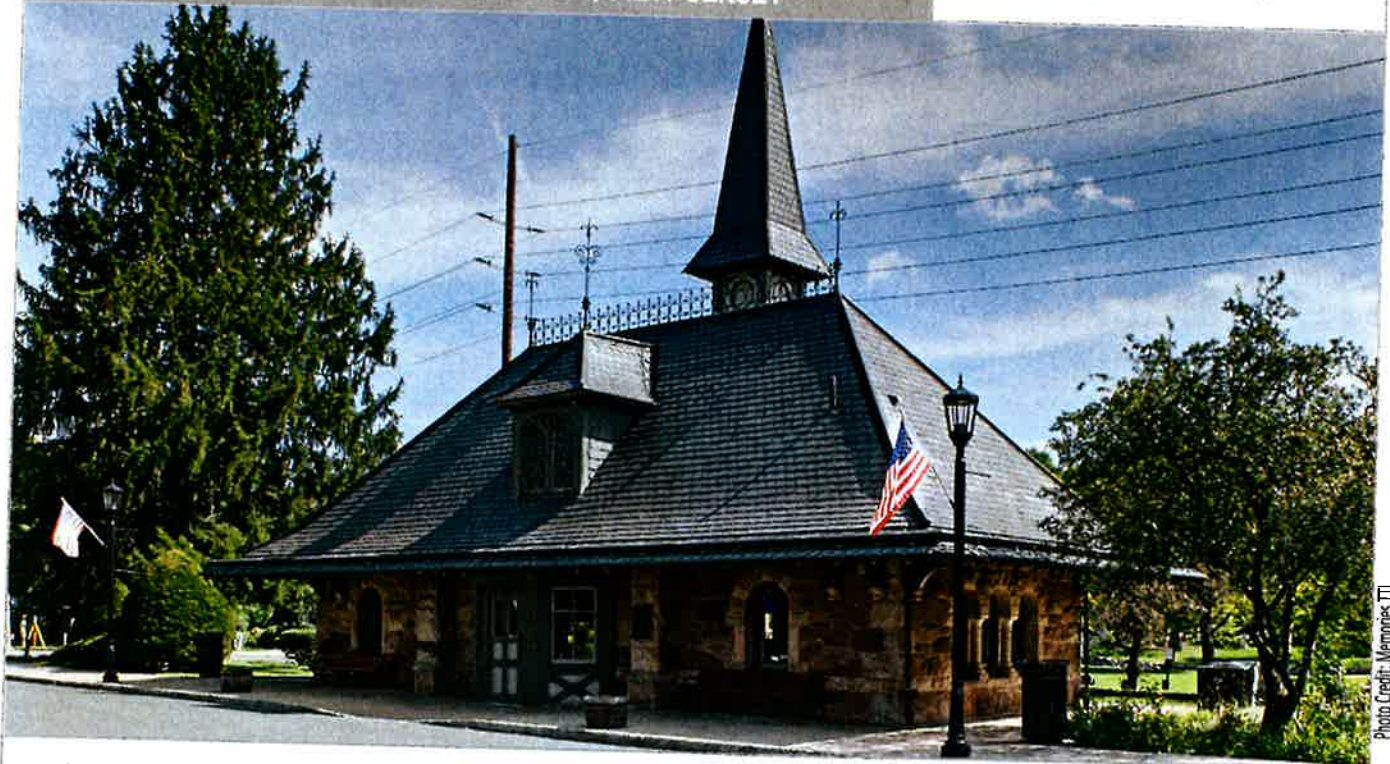


Photo Credit: Memories TTL

The Demarest Railroad Station was built in 1872 and designed by Architect J. Cleveland Cady. The station uses many of the Romanesque Revival style characteristics including heavy rough-cut stone, round arches, squat dwarf columns, deeply recessed windows, and densely carved decoration. The building served as a passenger station until the railroad line was discontinued in 1966 and has been serving as a community center since that time.



Photo Credit: Memories TTL



Photo Credit: Bergen County Hist. Society



Photo Credit: Memories TTL

- Services: National Register Nomination, Historic Preservation Plan, Design, Contract Documents, Bidding and Contract Administration
- Construction: Exterior & interior restoration including restoration of the slate roof and roof drainage system, structural upgrades, masonry restoration, restoration of the masonry, window and door restoration; and interior restoration of finishes and features, including revealing covered wood wainscot, new HVAC system and lighting upgrades.
- Total Grant Funding: \$510,000 (Federal ARRO Funds and New Jersey Historic Trust)
- Total Project Costs: \$1.1 Million



# BOONTON HOLMES PUBLIC LIBRARY

BOONTON, MORRIS COUNTY, NEW JERSEY

Connolly & Hickey  
HISTORICAL ARCHITECTS



**Boonton Holmes Public Library**, located in Boonton was established in 1890 and moved to the home of James Holmes upon his death in 1893. The three-story wood-frame building was constructed in 1849 and expanded on at least four occasions. The library is a fine example of the vernacular Italianate style and is a key building in Boonton's historic downtown area.



- Services: Historic Preservation Plan, Contract Documents, Pre-Qualification, Bidding and Contract Administration.
- Construction: Structural Upgrades; Exterior Restoration including of the front porch, and Partial Interior rehabilitation including improvements for circulation.
- Total Grant Funding: \$1 Million (Morris County & Historic Preservation Trust Fund)
- Total Project Costs: \$1,275,000



# FORD FAESCH HOUSE

ROCKAWAY, MORRIS COUNTY, NEW JERSEY

Connolly & Hickey  
HISTORICAL ARCHITECTS



**The Ford Faesch House**, in Rockaway Township, NJ was constructed by Colonel Jacob Ford, Jr. around 1772 and is an excellent example of Georgian architecture in a rural setting. The house is significant for its association with ironmaster John Jacob Faesch who leased the residence in 1772 and had extensive iron ore holdings, charcoal-producing woodlands, and waterpower-driven furnaces and forges in the Morris County region.



- **Services:** Historic Structure Report Update, Contracts Documents, Pre-Qualifications, Bidding and Contract Administration for four phases of construction.
- **Construction:** Exterior restoration to reflect its original late-eighteenth century appearance including restoration of the west wing that had been removed.
- **Total Grant Funding:** \$1.2 Million (Morris County Grants and New Jersey Historic Trust)
- **Total Project Costs:** \$1.4 Million



## A. RESUMES OF PROJECT TEAM MEMBERS

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### THE PROJECT TEAM

#### CONNOLLY & HICKEY HISTORICAL ARCHITECTS, LLC

**Thomas B. Connolly, AIA**  
Principal Architect

**Margaret M. Hickey, AIA**  
Principal Historic Preservation Specialist

**Carly Bathan, R.A.**  
Project Architect

**Beth A. Bjorklund**  
Historic Preservation Specialist

**Mirek L. Skros, Associate AIA**  
Architectural Designer

**Pallavi S. Kanthe**  
Architectural Designer

### SUB-CONSULTANTS

#### Engineering

**Patrick Cronin, P.E.**  
KSI Professional Engineers

**Luis Rodriguez, CPD, LEED AP**  
KSI Consulting Engineers

**Andrew Christie, LEED AP**  
KSI Consulting Engineers

## Thomas B. Connolly, AIA

Principal Architect

Principal-in-Charge

NJ License: 21A101699200

PA License: RA403776

### Experience

**Principal Architect**  
August 2005 – Present

As Principal Architect, Mr. Connolly provides project management and coordination and direct client contact. He is also responsible for documentation of existing conditions, drafting, schematic design, design development studies, contract document preparation including drawings and specifications, cost estimates, contractor prequalification, bidding, and contract administration services. Tom also contributes to historic preservation report information including code analysis, estimates of probable costs, design and material recommendations, and report graphics and illustrations.

**Senior Architectural Designer**  
*Connolly & Hickey*  
*Historical Architects*  
Cranford, New Jersey  
August 2003 – August 2005

**Historic Preservation Consultant**  
*Montclair HPC*  
July 2018 - Present

Reviews applications to the Historic Preservation Commission for compliance to the *Standards for Rehabilitation*, attends monthly HPC meetings, coordinates with the Planning Dept. on applications, and inspects projects under construction for compliance.

**Designer/Drafter**  
*The Office of Herbert J. Githens Architect*  
*& Planner*  
*Montclair, New Jersey*  
August 1994 – August 2003

Sketching and measuring of existing conditions, drafting of existing conditions, schematic design, design development studies, contract documents including drawings and specifications, contractor prequalification, bidding, contract administration services. Historic preservation study report graphics and illustrations.

**Researcher**  
*Bhavnani & King Architects*  
New York, New York  
May 1994 – August 1994

Collection of historic documentation in an attempt to provide an overview of the important historic resources within several Northern New Jersey towns. The results of the research were incorporated in a Summary Report.

### Memberships

American Institute of Architects

Association for Preservation  
Technology International

### Education

*New Jersey Institute of Technology*  
School of Architecture, Newark, NJ  
B. Architecture

*Union County College*  
Cranford, NJ  
A.A. Architecture



### Continuing Education

Cast Stone and  
Historic Concrete Rehabilitation  
2010

Various Building Codes Seminars  
2007 to present

The Use of Substitute Materials on  
Historic Preservation Projects  
Association for Preservation  
Technology International

Structuring Contracts  
American Institute of Architects

Best Laid Plans –  
Business Planning for Small Firms  
American Institute of Architects

### Community Outreach/Associations

Cranford Business Alliance, Member

### Lectures

*The Process of Preservation* presented to a joint meeting of the Construction Specifications Institute and the South Jersey Chapter of the American Institute of Architects, February 2006

*The Exterior Restoration and Structural Stabilization of the Nathaniel Drake House* presented on Four-Centuries-in-a-Weekend and the Grand Re-Opening of the Drake House Museum, October 2006.

*Critical Care for Your Building's Envelope: Why It Deteriorates and How to Fix It* presented at the New Jersey History and Historic Preservation Conference, June 2018

### Volunteer

Cranford District Management  
Corporation, Board Member

## Margaret M. Hickey, AIA

Historic Preservation Specialist

Principal-in-Charge

NJ License: 21A101824500

### Experience

- |   |  |
|---|--|
| <p><b>Historic Preservation Specialist</b><br/><i>Connolly &amp; Hickey</i><br/><i>Historical Architects</i><br/>Cranford, New Jersey<br/>September 2003 – Present</p>                | <p>As Historic Preservation Specialist, Ms. Hickey is responsible for architectural design and restoration, stabilization and rehabilitation of historic buildings and the identification and certification of cultural resources. Margaret oversees the production of historic preservation planning reports including Interpretive Plans, Condition Assessment Reports, Historic Preservation Plans and Historic Structures Reports, and she is responsible for the preparation of cost estimate. She also prepares grant applications for public funding for planning and capital projects.</p> |
| <p><b>Historic Preservation Specialist</b><br/><i>Glen Ridge HPC</i><br/>January 2018 - Present</p>   | <p>Serves as Secretary to the Historic Preservation Commission, reviews all applications for completeness and advises members on compliance to the <i>Standards for Rehabilitation</i>, attends monthly HPC meetings, coordinates with the Building Code Official on permit applications, and inspects projects under construction for compliance.</p>   |
| <p><b>Historic Preservation Specialist</b><br/><i>The Office of Herbert J. Githens</i><br/><i>Architect &amp; Planner</i><br/>Montclair, New Jersey<br/>August 1999 – August 2003</p> | <p>Restoration, stabilization and rehabilitation of historic buildings. Identification and certification of cultural resources. Documentation of historic structures including drawings, photos and written descriptions. Development of design and contract documents. Historic preservation planning reports include Condition Assessment Reports, and Historic Preservation Plans.</p>  |
| <p><b>Program Officer</b><br/>New Jersey Historic Trust<br/>Trenton, New Jersey<br/>March 1996 – August 1999<br/>January 1994 – March 1996 Intern</p>                                 | <p>Margaret was responsible for the administration of grant-funded projects, the evaluation of applications, review of contract documents for compliance with Secretary of the Interior's <i>Standards for the Treatment of Historic Properties</i>, monitoring construction performance, and processing grant disbursements.</p>  |

### Memberships

American Institute of Architects

### Education

Association for Preservation  
Technology International

*New Jersey Institute of Technology*  
School of Architecture, Newark, NJ  
B. Architecture

*Columbia University*  
*Graduate School of Architects, Planning and Preservation*  
New York, NY  
M.S. Historic Preservation



## Continuing Education

|  |  |
|--|--|
| Small Project Process and<br>Products Revealed<br>American Institute of Architects   | Lectures   |
| Catching Up with AIA<br>Contract Documents<br>American Institute of Architects   | <i>Learning from Loss: Strategies for Saving Endangered Sites</i> presented at<br>"Building a Place for History," New Jersey History and Historic Preservation<br>Conference, June 2016  |
| Envelope Performance Testing,<br>Modeling and Monitoring<br>Association for Preservation<br>Technology International             | <i>Getting Your Historic House (Museum) in Order: Foundation Documents for<br/>Managing Your Historic Property</i> presented with Dorothy Hartman, principal of<br>History in the Making. This lecture was presented as part of the Kean<br>University's Historic Preservation Program, November 2015 and the Rutgers,<br>Camden Historic Preservation Program, September 2016 |
| The Use of Substitute Materials on<br>Historic Preservation Projects<br>Association for Preservation<br>Technology International | <i>Applying the Secretary of the Interior's Standards for Rehabilitation to<br/>Residential Properties</i> presented at "New Perspectives on the Past," New<br>Jersey History and Historic Preservation Conference, June 2015  |
| Introduction to<br>Construction Cost Estimating<br>New York University<br>School of Continuing Education                         | <i>Hinchliffe Stadium: The Research for a National Historic Landmark Nomination</i><br>presented at the 2010 New Jersey Historic Preservation Conference, June 2010  |
|  | <i>Brielle Road Bridge: The Last Belidor-Type Bascule Bridge in New Jersey</i><br>presented to the Roebling Chapter of the Society of Industrial Archaeologists,<br>October 2008   |
| Volunteer  |  |
| Preservation New Jersey<br>10-Most Endangered Historic Properties<br>2018  | <i>Restoration of the Henry Doremus House and Vreeland Outkitchen</i> presented<br>to the Montville Historical Society and the Montville Woman's Club, October<br>2007   |
| Chair, Preservation New Jersey<br>10-Most Endangered Historic Properties,<br>2015 – 2017   | <i>Inclined Plane 2 East and Lock 2 East of the Morris Canal</i> presented to the<br>Canal Society of New Jersey, January 2007   |
| <i>Appearance on Comcast Newsmakers for<br/>2017 10-Most List</i>  | <i>The Process of Preservation</i> presented to a joint meeting of the Construction<br>Specifications Institute and the South Jersey Chapter of the American Institute<br>of Architects, February 2006   |

## Tours Given

Architectural Tour of the Historic Buildings at Waterloo Village – presentation  
of the historic architecture of Waterloo Village as part of Canal Day at  
Waterloo in June 2008 and 2009 on behalf of the Canal Society of New Jersey.

Four Centuries in a Weekend at the Oswald Nitschke House, Kenilworth, NJ –  
preparation of the tour for the docents at the grand opening of the Oswald  
Nitschke House to the community. This was done in consultation and with  
input from members of the Kenilworth Historical Society. October 2004.

## Carly Bathán, RA

Project Architect

### Experience

#### **Project Architect**

*Connolly & Hickey  
Historical Architects  
Cranford, New Jersey  
November 2021 – Present*

As a Project Architect, Ms. Bathán is responsible for architectural design for sensitive additions to historic resources, and for the restoration, stabilization, and rehabilitation of historic buildings from documentation to the administration of the contract during construction. Carly leads projects working with the firm's principals and guiding the younger team members through all aspects of preservation projects.

#### **Registered Architect**

*Robert A.M. Stern  
New York, New York  
January 2015-May 2021*

As an Architect and designer, Carly was a key team member on several important projects in the firm. For the Virginia General Assembly Building, responsibilities included consultant coordination and developing the design and contract document for the interior priority spaces. For the Fresh Air Fund Art Center, Carly served as project manager and established the schedule and budget and developed details with the design team to produce the design development set. For the Colgate University Benton Hall project, responsibilities included establishing the Revit modeling process and model that was used for documentation, presentation, 3D renderings, and walk-through video. Other responsibilities included advancing the design and the details of all interior spaces; reviewing RFIs, change orders, submittals, and shop drawings; and participating in Owner, Contractor, and Architect meetings. For the Museum of the American Revolution, responsibilities included preparing field reports and reviewing RFIs, submittals, and shop drawings in conformance with design documents. Carly also coordinated the theater redesign during construction to meet acoustical and theatrical requirements.

#### **Intern Architect**

*Crabtree, Rohrbaugh & Associates Architects  
Mechanicsburg, Pennsylvania  
June 2012-June 2013*

For the renovation of Byerly Hall at Millersville University, Carly served as job captain and undertook surveying and documentation of existing site conditions and collaborated with consultants and owner to complete schematic design through contract document drawing sets.

#### **Design Intern**

*SHoP Architects  
New York, New York  
Summer 2011*

For the Willets Point Master Plan in Queens, New York, Carly collaborated in schematic and design development stages for design competition and participated in interdisciplinary client and design meetings.

### Publications Education

*Platform 7 & 8 – Harvard GSD  
Common Frameworks: Rethinking the  
Developmental City in China, Harvard Design  
Studies.  
2015 ASLA Student Awards – Within the Frame*

*Harvard University  
Graduate School of Design  
Cambridge, Massachusetts  
Master in Architecture II*

*Syracuse University  
School of Architecture  
Syracuse, New York  
Bachelor of Architecture*

### Technical Expertise

Revit – Completed multi-scale projects through all stages of design.  
Enscape – 3D Renderings and Animations.  
Adobe: Photoshop, Illustrator and InDesign;  
Rhino; AutoCAD; Microsoft Office Suite;  
Newforma; Procore; Bluebeam.



## Beth A. Bjorklund

Historic Preservation Specialist

### Experience

**Historic Preservation Specialist**  
*Connolly & Hickey*  
*Historical Architects*  
Cranford, New Jersey  
May 2010 – Present

Ms. Bjorklund is responsible for the research of historic sources, determination of site significance and interpretation and development of written histories, contexts and significance statements, and development of use and interpretation plans. Beth assists with existing condition documentation and recommendations for restoration. She also specializes in the preparation of historic preservation planning documents including Historic Preservation Plans, Historic Site Master Plans and Historic Structures Reports, and preparation of National Register Nominations. She also prepares grant applications for public funding for planning and capital projects.

**Historic Consultant**  
*Connecticut Trust for Historic Preservation*  
*Hamden, Connecticut*  
February 2011 - May 2011

Preparation of Historic Resource Inventory forms for the Historic Barns of Connecticut project, which included architectural descriptions, historic significance, and environmental descriptions of historic barns throughout the state of Connecticut.

**Graduate Assistant**  
*Center for Historic Preservation*  
Muncie, Indiana  
August 2010 – May 2011

Research of historic sources, documentation of historic structures, development of written histories, contexts and significance statements, and determination of site significance. Historic preservation planning reports including Historic Structures Reports, Historic Site Inventories, and preparation of National Register Nominations.

**Historic Preservation Intern**  
*Preservation New Jersey*  
Trenton, New Jersey  
May 2010 – August 2010

Updating of the "10 Most Endangered Historic Sites of New Jersey" database for 1995-2010 with research on all previously listed historic sites.

### Education

#### Continuing Education

*ArcGIS: Introduction Series*  
Rutgers University  
October 2012

*ARCUS Professional Fellowship*  
March 2017 – January 2018

*Ball State University*  
Muncie, Indiana  
M.S. Historic Preservation

*Salve Regina University*  
Newport, Rhode Island  
B.A. Cultural and Historic Preservation, magna cum laude

### Publication

"Dr. Helen L. Miller: Advancing Medicine & Cancer Detection in Northern New Jersey." [www.GardenStateLegacy.com](http://www.GardenStateLegacy.com). Issue 27, March 2015.



## Mirek L. Skros, Assoc. AIA

Architectural Designer

### Experience

**Architectural Designer**  
*Connolly & Hickey*  
*Historical Architects*  
Cranford, New Jersey  
June 2013 – Present

Mr. Skros is responsible for documenting and drafting existing conditions and working with the principals in the preparation of design and contract documents, including technical specifications, and assisting with contract administration during construction. Mirek also assists in preparing the estimates of probable cost and the assisting with the design for restorations and expansions.

**Draftsperson**  
*Ronald A. Meeks, AIA*  
Cranford, New Jersey  
May 2012 – Present

Assisted in the composition of pre-design, design, and construction drawings for mostly residential projects. Sketched out plans and recorded field measurements during site visits.

**Draftsperson**  
*Lasko Contractors, Inc.*  
Cranford, New Jersey  
October 2011 – May 2012

Took field measurements and drafted existing conditions plans. Drafted initial drawings for proposals and bidding purposes.

**Draftsperson**  
*J.S.H.I.*  
Linden, New Jersey  
July 2005 – October 2008

Drafted plumbing risers, gas isometric diagrams, (partial) floor plans. Researched product/material specifications and proper installation solutions. Applied on-the-job design solutions when actual construction work (structural, etc.) did not match architectural or product specifications.

### Technical Expertise

Computer Software: Autodesk  
AutoCAD, Google SketchUp, Adobe  
Photoshop/Illustrator/InDesign,  
Microsoft Word/Powerpoint/Excel

Languages: English (fluent), Polish  
(fluent), Spanish (intermediate level)

Experience with model-making,  
building, and power tools

### Education

*New Jersey Institute of Technology*  
School of Architecture, Newark, NJ  
Master of Architecture

*Rutgers University*  
New Brunswick, New Jersey  
B.A. Economics, Spanish

### Memberships

American Institute of Architects

### Volunteer

Project Manager for the development of a 3-D printed model of the Ross Hall Wall for the Fellowship of the Metlar-Bodine House.

### Competitions

Designer and Craftsman for Downtown Cranford "Scarecrow Stroll"  
Competition  
First Place - 2014, 2017, 2018, 2019, and 2020





## Pallavi S. Kanthe

Architectural Designer

Indian License: CA/2020/119502

### Experience

|   |  |
|---|--|
| <b>Architectural Designer</b><br><i>Connolly &amp; Hickey</i><br><i>Historical Architects</i><br>Cranford, New Jersey<br>November 2020 – Present                    | Ms. Kanthe is responsible for documenting and drafting existing conditions and working with the principals in the preparation of design and contract documents, including technical and specifications.  |
| <b>Junior Architect</b><br><i>AYON Studio Architecture Preservation,</i><br><i>P.C.,</i><br>New York, NY<br>October 2020 – November 2020<br>August – 2020 Volunteer | Worked on writing Field Reports. Research work on book Reglazing Modernism Part 2, which address interventions on aluminum-frame postwar exterior glazed assemblies. Managing the correspondence with the clients and working towards adding more case studies to the book which looked into similar themes. |
| <b>Intern</b><br><i>The Municipal Art Society of NY.</i><br>New York, NY<br>February 2020 – May 2020  | Assisting the Program Manager Tara Kelly with writing Testimonies and taking Meeting Minutes during the Preservation Committee Meetings. Attending the hearings at Landmark Preservation Commission. Research work on Store Fronts of the 18 <sup>th</sup> Century.  |
| <b>Intern</b><br><i>Tulio D'Sousa an Architectural Firm.</i><br>Goa, India<br>November 2016 – April 2017  | Worked on renovation, restoring and measure drawings of historic buildings in Old Goa. 3-D Modelling of Talegaon Church to publish the proposal. Part of the job was to work on working drawings for new proposals.  |
| <b>Architect</b><br><i>Plus V Architects.</i><br>Mumbai, India<br>September 2015 – April 2016<br>June 2015 – August 2015 - Intern                                   | Designed high-end residential interior spaces, houses and resorts. Worked on multiple interior design projects. Part of the job was to co-ordinate with clients and contractors on the site.   |

### Technical Expertise      Education

|  |   |
|--|---|
| Computer Software: Autodesk<br>AutoCAD, Google SketchUp, Adobe<br>Photoshop/InDesign, Microsoft<br>Word/PowerPoint/Excel | <i>Pratt Institute</i><br>Brooklyn, NY<br>Master of Science in Historic Preservation  |
| Languages: English (fluent), Hindi<br>(fluent), Marathi (fluent),  | <i>Kamla Raheja Vidyaniidhi Institute for Architecture and Environmental Studies.</i><br>Mumbai, India<br>Bachelors of Architecture   |
| Experience with model-making,<br>building, Water Painting,   | <b>Volunteer</b><br>Volunteered ECW, Mumbai, India during the summer break - May 2015 on a presentation for Waste Management and Planning Eco-Friendly and Sustainable Public Toilets for the Member of Legislative Assembly. |





## ***Patrick M. Cronin P.E., Managing Partner***

Mr. Cronin has over 20 years of engineering experience and joined KSI Professional Engineers in 2004, quickly became a partner of the firm. A Professional Engineer licensed in New Jersey, New York and Pennsylvania; Mr. Cronin is the lead project executive overseeing a staff of talented professionals and Managing Partner of KSI. Mr. Cronin was chosen as a 2013 Rising Star in Structural Engineering by *Structural Engineer* magazine. Mr. Cronin is an integral part of our ongoing focus of fostering excellent client relationships and our goal of providing the highest quality of the constructed project.

### **Professional Experience**

#### **Managing Partner**

September 2004 - Present

*KSI Professional Engineers, LLC, Farmingdale, NJ*

- Perform detailed analysis and design of structures for code required loading conditions including strengthening of existing structural systems
- Document existing conditions to determine structural capacity and compliance with current building codes
- Perform design with steel, concrete, masonry, wood, and engineered products.
- Generate technical and fee proposals for new projects.

#### **Senior Engineer – Structural Department**

January 2001 – September 2004

*Schoor DePalma, Inc., Manalapan, NJ*

#### **Assistant Municipal Engineer**

March 2000 – September 2000

*Schoor DePalma, Inc., Manalapan, NJ*

#### **Assistant Project Manager**

April 1999 – March 2000

*Witherspoon, Inc., Pennington, NJ*

#### **Engineer's Assistant**

April 1998 – September 1998

*Crossing Construction, Washington Crossing, PA*

### **Education**

Drexel University, Philadelphia, PA

BS Civil Engineering – June 2001

BS Architectural Engineering – June 2001

MS Civil Engineering Candidate – Structural Concentration

### **Registrations and Professional Certifications**

New Jersey Professional Engineer License #24GE04589400

New York Professional Engineer License #090048

Pennsylvania Professional Engineer License #PE079847

### **Affiliations and Professional Associations**

American Institute of Steel Construction – Professional Member

American Society of Civil Engineers – Member

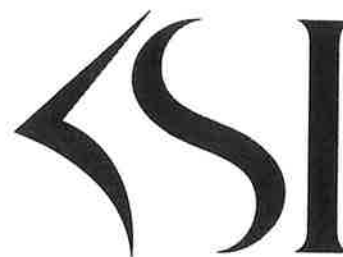
National Society of Professional Engineers – Member

International Code Council - Member

Fax 732.938.2661  
www.ksi-pe.com

7 Park St Suite 208  
Montclair, NJ 07042  
Phone: 973.577.7739

P.O. Box 628  
Farmingdale, NJ 07727  
Phone: 732.938.2666



KSI CONSULTING ENGINEERS, LLC

## **Luis A. Rodriguez, CPD, LEED AP (Senior Partner)**

Mr. Rodriguez has successfully designed and managed a wide variety of project types. Throughout his career, Mr. Rodriguez has been credited with many successful projects fostered from his engineering, project management and coordination. He focuses his engineering efforts on systems and technologies that are state-of-the-art in terms of energy efficiency and maintainability. He has applied this philosophy to such projects as high-tech laboratories, healthcare facilities, educational facilities and universities.

### **Education**

- Brick Computer Science Institute – Computer Aided Drafting and Design
- Certified in Plumbing Design - American Society of Plumbing Engineers
- LEED Accredited Professional – US Green Building Council

### **Relevant Project Experience**

#### **Ocean City Lifesaving Station Phase II; Ocean City, NJ**

Field Survey and construction documents for the interior renovation of the existing Lifesaving Station and adjacent Outbuilding. Overall square footage of the project is approximately 3,595 square feet. Project provided ventilation, heating, power and lighting as well as plumbing for the facility.

#### **Van Wickle House Historic Structures Report; Franklin Township, NJ**

Field survey and Mechanical, Plumbing and Electrical evaluation of this historic structure that covers approximately 4,200 square feet.

#### **Lake Hopatcong Train Station Interior Renovation; Landing, NJ**

Field survey and construction documents for the interior renovation of this 1,900 square foot historic train station to provide updated lighting, toilet facilities and HVAC all while working with the intent to maintain the historic feel of the facility. Facility serves as the Lake Hopatcong area through The Lake Hopatcong Foundation which runs the facility.

#### **Wharton Lock Tender House Reconstruction; Wharton, NJ**

Field survey and construction documents for the Restoration And Rehabilitation of the Lock Tenders House at Lock 2 East of the Morris Canal in Wharton, NJ. The reconstructed house will cover approximately 1,000 square feet. Work entailed providing new power and lighting to the facility as well as HVAC to permit year round use of the facility which is located adjacent to the reconstructed Lock 2 East.

### **Affiliations and Professional Associations**

- National Standard Plumbing Code – Committee Member
- NJ Plumbing Sub Code Committee – Committee Member
- American Society of Plumbing Engineers – NJ Chapter Past President
- Member of the National Fire Protection Association



KSI CONSULTING ENGINEERS, LLC

## **Andrew Christie, LEED AP (Senior Partner)**

Mr. Christie has successfully designed and managed a wide variety of project types. Throughout his career, Mr. Christie has been credited with many successful projects fostered from his engineering, project management and coordination. He focuses his engineering efforts on systems and technologies that are state-of-the-art in terms of energy efficiency and maintainability.

### **Education**

- New Jersey Institute of Technology – BS Degree in Electrical Engineering Technology
- LEED Accredited Professional – US Green Building Council

### **Relevant Project Experience**

#### **Ocean City Lifesaving Station Phase II; Ocean City, NJ**

Field Survey and construction documents for the interior renovation of the existing Lifesaving Station and adjacent Outbuilding. Overall square footage of the project is approximately 3,595 square feet. Project provided ventilation, heating, power and lighting as well as plumbing for the facility.

#### **Van Wickle House Historic Structures Report; Franklin Township, NJ**

Field survey and Mechanical, Plumbing and Electrical evaluation of this historic structure that covers approximately 4,200 square feet.

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