

The Annual Reorganization Meeting of the Township Committee of the Township of Plainsboro was called to order by Assistant Administrator/Township Clerk Carol J. Torres at 6:30 p.m. on January 2, 2026, in the Municipal Center located at 641 Plainsboro Road, Plainsboro, New Jersey.

Present were: Township Committeepersons Edmund C. Yates, David Bander, Peter Cantu, Neil Lewis, and Nuran Nabi were present. Also present were: Township Administrator Anthony Cancro, Assistant Administrator/Township Clerk Carol J. Torres, Deputy Clerk Jesenia Velazquez, Chief/Director of Public Safety Eamon Blanchard, Chief Financial Officer Ehab Salama, Director of Planning and Zoning Bonnie Flynn, Director of Recreation Lenny Celluro, Director of Code Enforcement Brian Miller, Honorable Mayor of East Brunswick Brad Cohen, Senator Linda Greenstein, Assemblywoman Tennile McCoy, Assemblyman Wayne DeAngelo, County Commissioners Shanti Narra, Charles Kenny, Leslie Koppel, Charles Tomaro, and Plainsboro Democratic Organization Chair Ginger Gold Schnitzer. There was no member of the press and approximately fifty (50) interested citizens.

Pledge of Allegiance led by Committeeperson Peter Cantu.

Committeeperson Yates acknowledged the dignitaries present at the meeting.

The Township Clerk certified that the meeting was noticed on December 26, 2025. Notices were sent to the Home News/Tribune, Princeton Packet and Trenton Times and were posted at the Municipal Center, Municipal website and the Library at least 48 hours prior to the meeting. All requirements of the Sunshine Law were met.

The Township Clerk certified that Edmund C. Yates and David Bander had been elected to complete a three-year term on the Township Committee of the Township of Plainsboro on the November 4, 2025 General Election.

Deputy Township Clerk Jesenia Velazquez issued the Oath of Office to Mr. Yates and Senator Linda Greenstein administered the oath to Mr. Bander.

The Township Clerk opened the meeting for nominations for Mayor. Edmund C. Yates was nominated by CANTU and seconded by LEWIS.

There being no further nominations, it was MOVED by LEWIS and seconded by NABI, that the nominations be closed.

The Township Clerk, hearing no objections cast the unanimous vote for YATES for Mayor.

The Township Clerk then turned the meeting over to Mayor Yates.

Mayor Yates stated that on behalf of the entire Township Committee, he extended Happy New Year wishes to all of the residents. As he begins his 29th year on the Township Committee and 2nd year as Mayor he reflected on the journey thus far taken by the community meeting the challenges of growth and change.

Mayor Yates is proud of the residents, employees, volunteers, and the appointed and elected officials. With their support, we have continued to respond to the challenges and to provide excellent services to the people of Plainsboro.

The Mayor opened the meeting for nominations for Deputy Mayor. Committeeperson David Bander was nominated by YATES and seconded by CANTU.

There being no further nominations, it was MOVED by LEWIS and seconded by NABI that the nominations be closed.

The committee members expressed their individual appreciation of the residents and their families for their continual support.

This year's meeting was modified to include an upcoming schedule detailing reviews of the past year's accomplishments and 2026's challenges later in January, with the participation of all members of our Township Committee.

The Mayor announced the following Township Committee Liaisons for 2026:

Administration and Finance – Edmund C. Yates
 Planning, Code Enforcement, Environmental Advisory Committee – David Bander
 Department of Recreation and Community Services, Historical Society – Peter A. Cantu
 Public Safety, Municipal Court – Neil Lewis
 Public Works, Council of Community Associations, Parks and Open Space,
 Cable Television – Nuran Nabi

It was MOVED by BANDER and seconded by LEWIS that the following Township officials be appointed for 2026:

	<u>TERM APPOINTED</u>	<u>EXPIRES</u>
AFFIRMATIVE ACTION OFFICER		
Anthony Cancro	1 year	12/31/26
ALTERNATE PROSECUTORS		
Cindy Glaser	1 year	12/31/26
ALTERNATE PUBLIC DEFENDER		
Vacant	1 year	12/31/26
ASSESSMENT SEARCH OFFICER		
Carol J. Torres	1 year	12/31/26
DEPUTY ASSESSMENT SEARCH OFFICER		
Jesenia Velazquez	1 year	12/31/26
DEPUTY REGISTRAR		
Jesenia Velazquez	1 year	12/31/26
EMERGENCY MANAGEMENT COORDINATOR		
Eamon Blanchard	3 year	12/31/26
HANDICAPPED COMPLAINT OFFICER		
Brian Miller	1 year	12/31/26
INSURANCE COMMISSIONER		
Anthony Cancro		
Carol Torres, Alternate	1 year	12/31/26

MUNICIPAL COURT JUDGE-Plainsboro		
Edward H. Herman	3 year	12/31/27
MUNICIPAL COURT JUDGE-Cranbury		
Edward H. Herman	3 year	12/31/27
PROSECUTOR		
Jennifer A. Burgess	1 year	12/31/26
PUBLIC DEFENDER		
Robert Schwartz	1 year	12/31/26
REGISTRAR OF VITAL STATISTICS		
Carol J. Torres	3 year	12/31/26
TAX ASSESSOR		
William Fitzpatrick	4 year	06/30/29
TAX COLLECTOR		
Mildred Ramos	4 year	12/31/28
TAX SEARCH OFFICER		
Mildred Ramos	1 year	12/31/26
TOWNSHIP ATTORNEY		
Michael W. Herbert	1 year	12/31/26
TOWNSHIP AUDITOR		
Scott Clelland	1 year	12/31/26
TOWNSHIP ENGINEER		
CME	1 year	12/31/26
TRANSPORTATION COORDINATION COMMITTEE		
Bonnie Flynn	1 year	12/31/26

VOTE: YATES, YES; BANDER, YES; CANTU, YES; LEWIS, YES; NABI, YES.

It was MOVED by CANTU and seconded by BANDER that the following Resolutions be approved as a Consent Agenda:

R-26-01 RESOLUTION ESTABLISHING 2026 TOWNSHIP COMMITTEE MEETINGS

BE IT RESOLVED by the Township Committee of the Township of Plainsboro in the County of Middlesex that the following dates be designated for the 2026 Township Committee Meetings. Pursuant to the provisions of the New Jersey Open Public Meetings Act, *N.J.S.A.* 10:4-8(b), meetings will be held in person or by means of the use of electronic communications equipment. Agenda and Regular meetings will be scheduled for 7:00 p.m. Advanced Notices will be submitted for in-person or virtual meetings that will be held in the Municipal Building located at 641 Plainsboro Road.

January	14	Regular
January	28	Agenda; Special Meeting for Payment of Bills
February	11	Regular

February	25	Agenda; Special Meeting for Payment of Bills
March	11	Regular
March	25	Agenda; Special Meeting for Payment of Bills
April	8	Regular
April	22	Agenda; Special Meeting for Payment of Bills
May	13	Regular
May	27	Agenda; Special Meeting for Payment of Bills
June	10	Regular
June	24	Agenda; Special Meeting for Payment of Bills
July	8	Regular
July	22	Agenda; Special Meeting for Payment of Bills
August	12	Regular
August	26	Agenda; Special Meeting for Payment of Bills
September	9	Regular
September	23	Agenda; Special Meeting for Payment of Bills
October	14	Regular
October	28	Agenda; Special Meeting for Payment of Bills
**November	10	Regular
*November	23	Agenda; Special Meeting for Payment of Bills
December	9	Regular

*Monday

**Tuesday

R-26-02

RESOLUTION DESIGNATING 2026 HOLIDAY SCHEDULE

WHEREAS, there are holidays of national, state or local significance; and

WHEREAS, all eligible employees shall be entitled to time off with pay on holidays, in accordance with previously adopted personnel policies.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Plainsboro that the following schedule for the calendar year 2026 be approved:

DATE:

HOLIDAY:

Thursday, January 1	New Year's Day observed
Monday, January 19	Martin Luther King Day
Monday, February 16	Presidents' Day
Monday, May 25	Memorial Day
Friday, July 3	Independence Day (Observed)
Monday, September 7	Labor Day
Monday, October 12	Columbus Day
Wednesday, November 11	Veterans Day Observed
Thursday, November 26	Thanksgiving Day
Friday, November 27	Day After Thanksgiving
Thursday, December 24	Christmas Eve Observed
Friday, December 25	Christmas Day

Three (3) Floating Holidays to be taken upon approval by the Department Head.

R-26-03 RESOLUTION DESIGNATING OFFICIAL MEDIA FOR LEGAL ADVERTISING

BE IT RESOLVED by the Township Committee of the Township of Plainsboro, County of Middlesex, State of New Jersey, that it hereby designates the Home News/Tribune, Trenton Times, Princeton Packet and/or township website, as the official media for legal advertising for 2026; and

BE IT FURTHER RESOLVED that the Home News/Tribune, Trenton Times Princeton Packet and the township website are hereby designated to receive all notices of meetings as required under the open Public Meetings Act.

R-26-04 RESOLUTION ADOPTING A TEMPORARY BUDGET - 2026

WHEREAS, NJSA 40A:4-19 provides that where any contract, commitment, or payments are to be made prior to the final adoption of the 2026 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January, 2026; and

WHEREAS, the total appropriations in the 2025 Township budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$31,974,601.77; and

WHEREAS, twenty six point two five percent (26.25%) of the total appropriations in the 2025 Township budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2025 budget is the sum of \$8,393,332.76.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Plainsboro, County of Middlesex, State of New Jersey that the list of appropriations which is attached hereto and made a part hereof be approved and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his/her records:

TEMPORARY APPROPRIATIONS – 2026

(SEE EXHIBIT “A” PAGE 1 OF 4 INCLUSIVE)

R-26-05 RESOLUTION AUTHORIZING DISBURSEMENT OF PAYROLL

WHEREAS, the Township of Plainsboro approves the payment of bills at the regularly scheduled Committee meetings; and

WHEREAS, due to scheduling the Committee meetings may not coincide with the approved payroll dates; and

WHEREAS, it is the intent of the Township of Plainsboro to provide payroll checks for all personnel at regular intervals; and

WHEREAS, the following dates are approved payroll dates for the year 2026:

**2026
TEMPORARY
APPROPRIATIONS**

GENERAL GOVERNMENT

Administrative and Executive

Salaries and Wages

Township Committee	\$	22,000.00
Township Administration	\$	78,000.00
Township Clerk's Office	\$	90,000.00
Human Resources	\$	80,000.00
Purchasing	\$	100.00

Other Expenses

Township Committee	\$	4,000.00
Township Administration	\$	3,000.00
Township Clerk's Office	\$	4,000.00
Human Resources	\$	7,500.00
Purchasing	\$	2,000.00
General Operations	\$	55,000.00
Special Projects	\$	35,000.00
Codification	\$	2,000.00

Elections

Other Expenses	\$	1,000.00
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Financial Administration

Salaries and Wages	\$	130,000.00
Other Expenses	\$	80,000.00

Audit

Other Expenses	\$	20,000.00
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Assessment of Taxes

Salaries and Wages	\$	50,000.00
Other Expenses:		
Maintenance of Tax Map	\$	4,000.00
Miscellaneous	\$	40,000.00

Collection of Taxes

Salaries and Wages	\$	40,000.00
Other Expenses	\$	4,000.00

Legal Services

Salaries and Wages	\$	-
Other Expenses	\$	75,000.00

Municipal Prosecutor

Salaries and Wages	\$	-
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Engineering Services

Other Expenses	\$	15,000.00
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Public Buildings & Grounds

Salaries and Wages	\$	65,000.00
Other Expenses	\$	105,000.00

Municipal Land Use: Planning Brd.

Salaries and Wages	\$	85,000.00
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**2026
TEMPORARY
APPROPRIATIONS**

Other Expenses	\$	6,000.00
Zoning Board of Adjustment		
Other Expenses	\$	1,500.00
Environmental Advisory Committee		
Other Expenses	\$	-
Shade Tree		
Other Expenses	\$	5,000.00
Conservation / Recycling Center		
Salaries and Wages	\$	6,000.00
Other Expenses	\$	10,000.00
Insurance		
Employee Group Insurance	\$	1,700,000.00
Worker's Compensation	\$	284,251.00
Liability Insurance	\$	588,702.00
PUBLIC SAFETY		
Uniform Fire Safety Act: Fire Official		
Salaries and Wages	\$	40,000.00
Other Expenses	\$	1,800.00
Police		
Salaries and Wages	\$	1,500,000.00
Other Expenses	\$	90,000.00
First Aid Organization		
Salaries and Wages	\$	62,000.00
Other Expenses	\$	2,000.00
Emergency Management Services		
Other Expenses	\$	2,000.00
PEOSA		
Public Safety: Other Expenses	\$	1,000.00
Municipal Court		
Salaries and Wages	\$	90,000.00
Other Expenses	\$	6,000.00
Public Defender		
Salaries and Wages	\$	-
STREETS AND ROADS		
Road Repairs and Maintenance		
Salaries and Wages	\$	100,000.00
Other Expenses	\$	130,000.00
Street Lighting		
Other Expenses	\$	60,000.00
SANITATION		
Garbage and Trash Removal		

**2026
TEMPORARY
APPROPRIATIONS**

Other Expenses	\$	7,500.00
HEALTH AND WELFARE		
Board of Health		
Other Expenses	\$	16,000.00
Dog Regulation		
Other Expenses	\$	5,000.00
Housing Inspections		
Salaries and Wages	\$	65,000.00
Other Expenses	\$	1,000.00
RECREATION AND EDUCATION		
Parks and Playgrounds		
Salaries and Wages	\$	110,000.00
Other Expenses	\$	25,000.00
Recreation		
Salaries and Wages	\$	190,000.00
Other Expenses:		
Senior Citizen Programs	\$	6,000.00
Miscellaneous	\$	25,000.00
Celebration of Public Events		
Other Expenses	\$	10,000.00
UTILITIES		
Bulk Purchases		
Electricity	\$	60,000.00
Telephone	\$	110,000.00
Water	\$	15,000.00
Gas (Natural & Propane)	\$	35,000.00
Sewerage	\$	10,000.00
Gasoline / Diesel	\$	50,000.00
Community Services	\$	40.00
UNIFORM CONSTRUCTION CODE		
Construction Code Official		
Salaries and Wages	\$	130,000.00
Other Expenses	\$	10,000.00
Subcode Officials:		
Electrical Inspector		
Salaries and Wages	\$	30,000.00
Fire Protection Official		
Salaries and Wages	\$	27,000.00
Plumbing Inspector		

**2026
TEMPORARY
APPROPRIATIONS**

Salaries and Wages	\$	28,000.00
UNCLASSIFIED		
Computer Services		
Salaries and Wages	\$	100.00
Other Expenses	\$	90,000.00
STATUTORY EXPENDITURES		
Social Security	\$	250,000.00
State Unemployment Insurance	\$	1,000.00
Deferred Compensation Retirement Plan	\$	2,500.00
FIRE DEPARTMENT		
Salaries and Wages	\$	400,000.00
Other Expenses	\$	75,000.00
Prior Year Bills	\$	-
Hydrant Rental	\$	76,000.00
TOTAL OPERATIONS WITHIN CAPS	\$	7,642,993.00
EXCLUDED FROM CAPS		
Maintenance of Free Public Library	\$	520,000.00
LOSAP - First Aid	\$	10,000.00
TOTAL OPERATIONS EXCLUDED FROM CAPS	\$	530,000.00
INTERLOCAL SERVICE AGREEMENTS		
County of Middlesex - Recycling	\$	100,000.00
West Windsor Plainsboro Board of Education Class III Officers		
Salaries and Wages	\$	100,000.00
Other Expenses	\$	20,000.00
TOTAL INTERLOCAL SERVICE AGREEMENTS	\$	220,000.00
TOTAL TEMPORARY APPROPRIATIONS	\$	8,392,993.00

1/02/26; 1/16/26; 1/30/26; 2/13/26; 2/27/26; 3/13/26; 3/27/26; 4/10/26; 4/24/26; 5/08/26; 5/22/26; 6/05/26; 6/19/26; 7/02/26; 7/17/26; 7/31/26; 8/14/26; 8/28/26; 9/11/26; 9/25/26; 10/09/26; 10/23/26; 11/06/26; 11/20/26; 12/04/26; 12/18/26, 12/31/26.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Plainsboro, County of Middlesex, that the Chief Financial Officer is authorized to prepare and the Mayor, Administrator, CFO or Asst. CFO be authorized to sign the payroll checks for the above dates.

BE IT FURTHER RESOLVED that the Chief Financial Officer will put the amount of such payroll on the Concurrent resolution which is submitted to the Committee on a monthly basis for approval.

R-26-06 RESOLUTION APPROPRIATING 2026 DEBT SERVICE

WHEREAS, NJSA 40A:4-19 provides authority for appropriating in a temporary resolution the permanent debt service requirements for the coming fiscal year providing that such resolution is not made earlier than December 20th of the year preceding the beginning of the fiscal year; and

WHEREAS, the date of this resolution is subsequent to December 20th, 2025; and

WHEREAS, principal and interest will be due on various dates from January 1, 2026 to December 31, 2026, inclusive, on notes and bonds issued and outstanding.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Plainsboro, County of Middlesex, State of New Jersey that the following appropriations be made to cover the period from January 1, 2026 to December 31, 2026 inclusive:

DEBT SERVICE – TOWNSHIP OF PLAINSBORO

Payment of Bond Principal	2,627,000.00
Payment of Special Assessment Bond Principal	300,000.00
Interest on Bonds	130,895.00
Interest on Notes	<u>571,200.00</u>
	3,629,095.00

TOTAL DEBT SERVICE	<u>3,629,095.00</u>
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**R-26-07 RESOLUTION AUTHORIZING INVESTMENT OF IDLE FUNDS
AND FUND TRANSFERS**

WHEREAS, it is desirable that idle funds of the Township of Plainsboro be invested in legal investment vehicles at all times, and

WHEREAS, it is occasionally necessary to transfer funds for the purpose of meeting current Township expenses or for the purpose of effecting investments.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Plainsboro, in the County of Middlesex, State of New Jersey, that it does hereby authorize the Chief Financial Officer to request bids and to place orders for the investment of idle

funds solely in legally authorized investment vehicles, such investments to the investing institution, and

BE IT FURTHER RESOLVED, that the above named Chief Financial Officer is hereby authorized to transfer funds by wire or draft solely for the following purposes and subject to all pertinent regulations:

1. To or from Township checking or savings accounts to other Township accounts.
2. To or from Township checking or savings accounts to or from accounts specified by banks or the State of New Jersey Cash Management Fund, Class New Jersey, NJ ARM, Provident Bank, BCB Community Bank, Bank of America, Bank of NY/Mellon, Chase Bank, Investors Bank, PNC Bank, Sun National Bank, TD Bank, The Bank of Princeton, Valley National Bank, Wells Fargo Bank, Magyar Bank, Connect One Bank, or Santander Bank solely for the purpose of investing for the account of the Township of Plainsboro.

R-26-08

RESOLUTION AUTHORIZING CHANGE FUNDS

WHEREAS, The Township Committee of the Township of Plainsboro has previously authorized change funds; and

WHEREAS, the Chief Financial Officer recommends the following change funds:

Tax Collector	\$300.00
Township Clerk	\$250.00
Code Enforcement Department	\$200.00
Police Records	\$ 50.00
Municipal Court	\$250.00
Recreation	\$200.00

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Plainsboro hereby authorizes the continuance of existing funds (Tax Collector, Township Clerk, Code Enforcement Department, Police Records, Municipal Court and Recreation).

R-26-09

RESOLUTION TO RE-ESTABLISH PETTY CASH FUNDS FOR 2026

WHEREAS, the Township Committee of the Township of Plainsboro established Petty Cash Funds as follows:

Police	03/13/78	\$ 1,000.00
Administration	10/13/80	\$ 750.00 ; and

WHEREAS, the amounts have been refunded to the Township Finance Director/Treasurer prior to December 31, 2025; and

WHEREAS, it is desirous of the Township Committee of the Township of Plainsboro to re-establish the above listed Petty Cash Funds for 2026.

NOW, THEREFORE, BE IT RESOLVED that the above listed Petty Cash Funds be re-established in the same amounts and under the same conditions; and

BE IT FURTHER RESOLVED that the Chief Financial Officer be authorized to issue checks in the same listed amounts.

R-26-10 RESOLUTION ESTABLISHING FEES – 2026 RECREATION PROGRAMS

BE IT RESOLVED, by the Township Committee of the Township of Plainsboro that fees for programs and activities offered through the Department of Recreation & Community Services be established as follows:

SUMMER CAMP (per session)	\$225-\$350 {full day} \$205-\$325 {full day early payment discount} \$135-\$250 {half day} \$115-\$210 {half day early payment discount}
PRE AND POST CAMP	\$40- \$700
SUMMER MINI CAMPS/ CLINICS	\$50 - \$700
TENNIS/GROUP LESSONS	\$30- \$200
WORKSHOP/CLASSES	\$2 - \$250 {residents} \$2 - \$300 {non-residents}
BUS TRIPS	\$2 - \$175 {residents} \$2 - \$205 {non-residents}
SPECIAL EVENTS	\$2 - \$75
PERFORMING ARTS	\$2 - \$75
CHILDREN'S PROGRAMS	\$2 - \$25 {per class}
ADULT PROGRAMS	\$4 - \$35 {per class} \$6 - \$45 {per class non-residents}
SENIOR PROGRAMS	\$3 - \$10 {per class}
NON RESIDENT ADDITIONAL FEE	\$2-\$20 {plus total cost of class}
T-SHIRT SALES	\$10 - \$25
CLASS CHANGE FEE (per request)	\$5 - \$30
CANCELLATION FEE	\$5 - \$35
APPLICATION FEE (for financial assistance)	\$25
LATE DOCUMENT FEE	\$10 - \$30
LATE PICK-UP	\$15 {up to 15 minutes} \$25 {16 – 30 minutes}

\$50 {30+ minutes}

SUMMER PROGRAM REFUND REQUESTS:

30+ days	75%
15-29 days	50%
6-14 days	25%
0-5 days	No Refund

R-26-11

RESOLUTION AUTHORIZING TAX SALES

WHEREAS, the governing body of the Township of Plainsboro, County of Middlesex, State of New Jersey, desires to collect all taxes, assessments, and other municipal charges that are now delinquent; and

WHEREAS, the Tax Collector is directed to sell all municipal delinquencies through December 31, 2026 in a manner prescribed by N.J.S.A. 54-5-19, and as amended by Chapter 99, Public Laws of 1997.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Plainsboro, that the Tax Collector is hereby authorized and directed to sell all municipal liens in accordance with New Jersey law, and as stated above, at a date and time which he selects.

R-26-12

RESOLUTION SETTING INTEREST AND PENALTIES FOR DELINQUENT TAXES UNDER N.J.S.A. 54:4-67

WHEREAS, N.J.S.A. 54:4-67 authorizes and permits a municipality to set penalties and rates of interest to be charged for non-payment of delinquent taxes and other municipal liens and charges; and

WHEREAS, N.J.S.A. 54:4-67 has been amended to allow for a 6% penalty on all amounts owed in excess of \$10,000.00 at the end of the year.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Plainsboro, County of Middlesex, State of New Jersey, that:

- 1). The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any sum in excess of \$1,500.00.
- 2). The Tax Collector is hereby authorized and directed to charge the 6% year end penalty on delinquent taxes greater than \$10,000.00.
- 3). Effective January 1, 2026 there shall be a ten calendar day grace period after the due date of each quarterly tax installment in which payments will not subject to interest charges.
- 4). Any tax payment not made in accordance with paragraph 3 of this resolution shall be charged interest from the due date.

BE IT FURTHER RESOLVED that the charges on account of delinquent properties as set forth herein remain in effect from year to year until such time as the Township Committee adopts a new resolution setting forth new or different rates.

**R-26-13 RESOLUTION TO CANCEL TAX REFUNDS OR DELINQUENCIES
UNDER TEN DOLLARS**

WHEREAS, pursuant to NJSA 40A:5-17.1, the governing body of a municipality may adopt a resolution authorizing a municipal employee chosen by the governing body to process, without further action on the part of the governing body, the cancellation of any property tax refund or delinquency of less than \$10.00; and

WHEREAS, it is the recommendation that Mildred Ramos, Tax Collector, be designated to perform the above; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Plainsboro, County of Middlesex, State of New Jersey that the Tax Collector be authorized to process, without further action on the part of the governing body, the cancellation of any property tax refund or delinquency of less than \$10.00.

R-26-14 RESOLUTION TO FILE TAX APPEALS AND ROLLBACKS

WHEREAS, The Governing Body of the Township of Plainsboro, County of Middlesex, State of New Jersey, has been informed by the Municipal Tax Assessor of the Township of Plainsboro that from time to time, the Assessor may be required to execute stipulations relative to assessment appeals, to make corrections in assessments on properties located in the Township of Plainsboro, and to file omitted assessments and roll-back tax complaints and appeals, all in the name of the Township of Plainsboro; and

WHEREAS, The Middlesex County Board of Taxation requires a resolution of the Governing Body to authorize such actions by the Assessor; and

WHEREAS, The Governing Body desires to grant such authority to the Assessor, subject to the conditions set forth herein;

NOW, THEREFORE, BE IT RESOLVED, By the Governing Body of the Township of Plainsboro, in the County of Middlesex and State of New Jersey as follows:

1. The Municipal Assessor of the Township of Plainsboro be, and hereby is authorized, in the name of the Township of Plainsboro aforesaid, to:
 - a. Execute stipulations related to assessment appeals;
 - b. Make corrections on assessments on properties located in the Township of Plainsboro;
 - b. File omitted assessments and roll-back tax complaints and appeals with Middlesex County Board of Taxation.
2. The authority herein granted shall expire on December 31, 2026, and it is conditioned upon the Municipal Assessor advising the Township Attorney or the Governing Body of all such actions taken by him and the reasons therefore.
3. A copy of this resolution duly certified to be a copy, thereof, shall be transmitted to the Municipal Assessor and the Middlesex County Board of Taxation.

**R-26-15 RESOLUTION OF THE TOWNSHIP OF PLAINSBORO, COUNTY OF
MIDDLESEX, STATE OF NEW JERSEY, AUTHORIZING THE AWARD OF A**

PROFESSIONAL SERVICES CONTRACT TO ROBERT DOLAN OF RMD ASSOCIATES, LLC, AND APPOINTMENT AS THE QUALIFIED PURCHASING AGENT (QPA)

WHEREAS the Township of Plainsboro wishes to retain the services of Robert Dolan of RMD Associates, LLC, to provide Qualified Purchasing Agent Services per N.J.S.A.40A:11-6.1; and

WHEREAS, the RMD Associates, LLC has proposed Qualified Purchasing Agent services for a total of \$15,000 per year, in effect until March of 2026.

NOW, THEREFORE, BE RESOLVED by the Governing Body of the Township of Plainsboro, County of Middlesex, State of New Jersey, as follows:

1. Hereby awards and authorizes the execution of an agreement with Robert Dolan of RMD Associates, LLC to provide Qualified Purchasing Agent services,
2. Robert Dolan, MAS, QPA #1742, is hereby appointed as the Qualified Purchasing Agent pursuant to N.J.S.A. 40A:11-9,
3. This contract is awarded under N.J.S.A.40A:11-6.1; and
4. The appropriate municipal officials are authorized to execute contractual and other documents to further these services.

R-26-16 RESOLUTION OF THE TOWNSHIP OF PLAINSBORO, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY, AUTHORIZING THE QUALIFIED PURCHASING AGENT TO RECEIVE CERTAIN BIDS IN ACCORD WITH N.J.A.C.5:34-5.1, E-PROCUREMENT

WHEREAS, the Township of Plainsboro has appointed a Qualified Purchasing Agent per N.J.S.A. 40A:11-9; and

WHEREAS, the State of New Jersey in the Administrative Code has promulgated rules to allow for electronic receipt of bids with the rules at N.J.A.C. 5:34-1 et al. Seq.; and

WHEREAS, Robert Dolan, QPA, has recommended the use of Bidnet Direct software as a quoted platform per N.J.S.A. 40A:11-6.1, which complies with all the rules as required by the New Jersey Administrative Rules; and

WHEREAS, the electronic procurement platform is available to other officials as required to virtually observe bid openings transparently and provide for bids available for public inspection; and

WHEREAS, the cost to the Township is zero cost.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Plainsboro, State of New Jersey, as follows:

1. Robert Dolan, QPA of RMD Associates, LLC, is hereby authorized to conduct bid openings and procurement in accordance with N.J.S.A.40A:11-9 through E-Procurement in accordance with N.J.A.C. 5:34-1 et. Seq., through Bidnet Direct at a zero cost to the Township.

**R-26-17 RESOLUTION OF THE TOWNSHIP OF PLAINSBORO COUNTY OF
MIDDLESEX, STATE OF NEW JERSEY GRANTING AUTHORITY FOR APPROVAL
OF CERTAIN PURCHASES THROUGH NEW JERSEY STATE CONTRACTS AND/OR
PURCHASING COOPERATIVES FOR 2026**

WHEREAS, under the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and P.L.2011, c.139, the governing body may delegate the power to award purchases, contracts, and/or agreements through New Jersey State Contracts and/or Purchasing Cooperatives to which the Township of Plainsboro is a member; and

WHEREAS, in the interest of streamlining Township operations and improving efficiency, the Mayor and Committee desire to authorize the Qualified Purchasing Agent (QPA) to approve purchases, contracts, and agreements through New Jersey State Contracts and/or Purchasing Cooperatives, subject to provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and P.L.2011, c.139 below the \$53,000.00 threshold in individual purchases and the aggregate as defined by N.J.S.A.40A:11-2(19);

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Plainsboro that the Qualified Purchasing Agent (QPA), upon receipt of an identified need and direction from the Township, is hereby authorized to approve purchases, contracts, and/or agreements through New Jersey State Contracts and/or other duly authorized Purchasing Cooperatives to which the Township of Plainsboro is a member without further action from the governing body, provided that funds are available to cover the expenditure.

BE IT FURTHER RESOLVED, Purchase approvals made by the Qualified Purchasing Agent (QPA) by the adoption of this Resolution shall be subject to the provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and that no amount of any contract shall be over the bid threshold in a single purchase or the aggregate without express individual resolutions authorizing such cooperative purchases by contract number.

**R-26-18 RESOLUTION PERMITTING THE AWARD OF WINDOW CONTRACTS
UNDER THE NEW JERSEY ELECTION TRANSPARENCY ACT**

WHEREAS, the State of New Jersey has allowed "Window" Contracts between Pay-to-Play and Qualified Purchasing Agent Bid Thresholds, Sections 11 and 12 of the Act amend N.J.S.A. 19:44A-20.4 and 20.5, respectively, to clarify that the governing body of a municipality or county may delegate the authority to award a contract having an anticipated value over \$17,500 but below the increased bid threshold ("window contract") by the Qualified Purchasing Agent; and

WHEREAS, it is the desire of the Township of Plainsboro to allow the procurement without resolution for "window contract" procurement of fair and open and non-fair and open procurements; and

WHEREAS, the Qualified Purchasing Agent is charged with adhering to the pay-to-play laws requiring disclosures and time frames of advertisement in accordance with N.J.S.A. 19:44A-20.5.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Township of Plainsboro, County of Middlesex, State of New Jersey, that the Qualified Purchasing Agent is

authorized as per the "Election Transparency Act" to allow the procurement without resolution for "window contract" procurement of fair and open and non-fair and open procurements; and

BE IT FURTHER RESOLVED that all Qualified Purchasing Agent is charged with adhering to the pay-to-play laws requiring disclosures and time frames of advertisement in accordance with N.J.S.A. 19:44A-20.5.

R-26-19 RESOLUTION OF THE TOWNSHIP OF PLAINSBORO COUNTY OF MIDDLESEX, STATE OF NEW JERSEY ESTABLISHING THE BID THRESHOLD AT \$53,000.00

WHEREAS, effective July 1, 2025, the Governor of the State of New Jersey has adjusted the bid threshold for awarding contracts under the Local Public Contracts Law. The change in the bid threshold allows municipalities with a Qualified Purchasing Agent to increase their bid threshold to \$53,000; and

WHEREAS N.J.S.A. 40A:11-3a permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS Robert Dolan, of RMD Associates, LLC, was appointed the Township of Plainsboro Qualified Purchasing Agent by adopting Resolution #26- and possesses the qualifications and designation of Qualified Purchasing Agent as issued by the Director of Local Government Services per N.J.A. C. 5:34-5 et seq.; and

WHEREAS the Township of Plainsboro desires to take advantage of the increased bid threshold.

NOW, THEREFORE, BE IT RESOLVED that we, the governing body of the Township of Plainsboro, in the County of Middlesex, in the State of New Jersey, establish its bid threshold to \$53,000.00.

R-26-20 RESOLUTION CONSTITUTING AN AGREEMENT WITH CERTAIN STATE CONTRACT VENDORS

WHEREAS, the Township of Plainsboro as a contracting unit may, without advertising for bids, purchase any materials, supplies or equipment under any contract or contracts for such materials, supplies or equipment entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury pursuant to the provision of N.J.S.A. 40A:11-12; and

WHEREAS, the Township Committee of the Township of Plainsboro wishes to evidence agreements with State Contract Vendors through this Resolution and properly executed purchase orders, which Agreements shall be subject to all the conditions applicable to the current State Contract; and

WHEREAS, the Township Committee of the Township of Plainsboro wish to authorize the Purchasing Department to purchase those certain items from an approved New Jersey State Contract Vendor; and

WHEREAS, in individual circumstances for which purchases in dollar amounts in excess of the Township's bid threshold are required, separate resolutions will be submitted to the Township Committee for approval.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Plainsboro that this Resolution together with properly executed purchase orders shall constitute an agreement between the Township of Plainsboro and authorized State Contract Vendors subject to all conditions applicable to the current State Contract; and

BE IT FURTHER RESOLVED, that the Township Committee of the Township of Plainsboro hereby authorizes the Purchasing Department to purchase items from an approved New Jersey State Contract Vendor pursuant to N.J.S.A. 40A:11-12.

BE IT FURTHER RESOLVED, by the Township Committee of the Township of Plainsboro that pursuant to the rules of the Local Finance Board of the State of New Jersey no amount of this Contract shall be chargeable or certified, until such time as goods are ordered or otherwise called for prior to placing the order and a certification of available funds made by the Director of Finance upon receipt of a properly executed purchase order. The individual issuing the purchase order shall have the obligation of securing the necessary certification as to the availability of funds from the Director of Finance.

BE IT FURTHER RESOLVED, that the duration of this authorization shall be until December 31, 2026 or upon the expiration of the vendors State Contract, whichever event first occurs.

**R-26-21 RESOLUTION AUTHORIZING THE ENGINEER TO SIGN TREATMENT
WORKS APPROVAL PERMIT APPLICATION FORMS**

WHEREAS, there is a need for an individual to be designated to sign Department of Environmental Protection Treatment Works Approval Permit Application forms for sanitary sewer extension applications; and

WHEREAS, this individual must ascertain that these extensions have first received Planning Board and/or other municipal board approvals.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Plainsboro hereby appoints the Township Engineer to be the official designated to sign all Treatment Works Approval Permit Application forms for the year 2026.

**R-26-22 RESOLUTION APPOINTING A PUBLIC AGENCY
COMPLIANCE OFFICER (PACO)**

WHEREAS, the Township of Plainsboro (Township) is a local government unit of the State of New Jersey; and

WHEREAS, all local government units are required to implement the Affirmative Action Rules, N.J.A.C. 17:27 et seq., promulgated pursuant to P.L. 1975, C. 127; and

WHEREAS, pursuant to the Affirmative Action rules, each unit is to designate a person to serve as a Public Agency Compliance Officer (PACO); and

WHEREAS, the Township desires to comply with the State mandate with the appointment of Ehab Salama, Chief Financial Officer as the Township PACO.

WHEREAS, the PACO is responsible for assuring that no public contract may be awarded nor any monies paid until the contractor has agreed to contract performance which complies with the State Affirmative Action Office; and

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Plainsboro, in the County of Middlesex, New Jersey, as follows:

1. The Township hereby appoints Ehab Salama to act as liaison to the Affirmative Action Office of New Jersey.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be forwarded by the Township Clerk to:

New Jersey Department of Treasury
Division of Purchase and Property
Contract Compliance Audit Unit
EEO Monitoring Program
PO Box 206
Trenton, NJ 08625-0206

This Resolution will take effect immediately.

R-26-23 RESOLUTION APPOINTING THE 2026 EMERGENCY MANAGEMENT COORDINATOR AND COUNCIL MEMBERS FOR THE TOWNSHIP OF PLAINSBORO

WHEREAS, the State of New Jersey Office of Emergency Management requires each municipality to appoint an "Emergency Management Coordinator" pursuant to N.J.S.A. App.A:9-40.1 and Directive NJOEM-7 issued by the New Jersey Office of Emergency Management on April 20, 2022; and

WHEREAS, the Municipal Emergency Management Coordinator ("Coordinator") for the Township shall serve a term of three years as required by statute and is appointed by the Township Committee; and

WHEREAS, the Emergency Management Council members, composed of not more than 15 members are appointed by the Township Committee in accordance with N.J.S.A. App. A:9-41; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and the Township Committee of the Township of Plainsboro, County of Middlesex, State of New Jersey, hereby adopts the following:

1. That Director of Public Safety/Chief of Police Eamon Blanchard continues his current appointment as the Emergency Management Coordinator for a three-year term that runs from January 1, 2025 through December 31, 2027.

2. That the individuals set forth on Schedule A, attached hereto and made a part hereof, are hereby named to the Emergency Management Council for the Township of Plainsboro for a term of one year, commencing January 1, 2026 and ending December 31, 2026.

(SEE EXHIBIT "B" PAGE 1 OF 1 INCLUSIVE)

VOTE: YATES, YES; BANDER, YES; CANTU, YES; LEWIS, YES; NABI, YES.

It was MOVED by YATES and seconded by BANDER that the following Resolution be approved:

R-26-24 RESOLUTION ESTABLISHING A CASH MANAGEMENT PLAN

WHEREAS, pursuant to Chapter 8, Laws of 1982, the Township of Plainsboro is required to adopt a Cash Management Plan, including the designation of depository or depositories.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Plainsboro, a municipal corporation of the County of Middlesex, in the State of New Jersey that Provident Bank is hereby designated as the official depository of Township funds; and

BE IT FURTHER RESOLVED, that no withdrawal be made from any account in a depository except as authorized by statute or resolution of the Mayor and Committee; and

BE IT FURTHER RESOLVED, that the following accounts, together with the person or persons authorized to make withdrawals from said accounts are hereby authorized to be maintained:

ACCOUNT NAME
PROVIDENT BANK
 Current

SIGNATURE

Mayor, Administrator,
 Chief Financial Officer,
 Asst. Chief Financial Officer
 (Any 2 of 4)

Capital

Same as above

Animal Control

Same as above

Trust

Same as above

Special Revenue

Same as above

Public Assistance Trust Fund I

Same as above

Performance Bond

Same as above

Inspection Fee

Same as above

Developer's Escrow

Same as above

Open Space Trust Fund

Same as above

Preserve Environmental
 Education Center Trust Fund

Same as above

Assessment Trust

Same as above

SCHEDULE A

Members of the Emergency Management Council

Edmund Yates
Eamon Blanchard

Richard Wolak
Matthew Collins
Kimberly Mount
Anthony Cancro
Neil Lewis
Darby O'Brien
Martin McElrath
Brian Miller
Martin McElrath
Lester Jones

Eamon Blanchard
Neil Blitz
Robert Lebrun
Greg Mayers
Robert Lebrun
Ken Mitchell
Lenny Celluro
Lenny Celluro
Nicholas Izzo
Derek Ziegler
Michael Krol

Mayor
Emergency Management Coordinator
*1/1/2025-12/31/2027
Deputy Emergency Management Coordinator
Deputy Emergency Management Coordinator
Warning Communications Coordinator
Public Information Coordinator
Emergency Management Council Public Liaison
Deputy Public Information Coordinator
Evacuation Coordinator
Damage Assessment Coordinator
Shelter Coordinator
Public Health
Police Coordinator
Public Works Coordinator
Fire Coordinator
Resource Management Coordinator
Hazardous Material Response Coordinator
Emergency Medical Services Coordinator
Reception and Care Coordinator
Social Services Coordinator
American Red Cross Coordinator Central Jersey
Princeton University
Information and Technology Annex Coordinator

Housing Trust	Same as above
Public Defender Trust	Same as above
Unemployment Trust	Same as above
Veteran's Memorial Trust	Same as above
Public Assistance Petty Cash I	Mayor, Administrator, Chief Financial Officer or Asst. Chief Financial Officer
Payroll	Mayor, Administrator, Chief Financial Officer, or Asst. Chief Financial Officer
Middlesex County Election	Township Clerk or Dep. Township Clerk
Municipal Court	Municipal Judge or Court Administrator
Cranbury Court	Same as above
Municipal Court Bail	Same as above
Cranbury Court Bail	Same as above
Tax Collector Trust Account	Administrator Tax Collector Chief Financial Officer Asst. Chief Financial Officer (Any 2 of 4)
<u>PNC BANK:</u>	
Rescue Billing Account	Mayor, Administrator, Chief Financial Officer Asst. Chief Financial Officer (Any 2 of 4)
<u>THE BANK OF PRINCETON:</u>	
Capital Account	Administrator, Chief Financial Officer or Asst. Chief Financial Officer
Current Account	Administrator, Chief Financial Officer or Asst. Chief Financial Officer

BCB:

Capital Account

Administrator,
Chief Financial Officer or
Asst. Chief Financial Officer

BE IT FURTHER RESOLVED, that the funds of the Township shall be invested in interest bearing accounts. The Chief Financial Officer shall see that minimum funds shall be maintained in any non-interest bearing account in such amounts as shall be deemed necessary to provide the orderly transition of business by the Township and to take advantage of any services provided to the Township by the depository through maintenance of minimum balances in said accounts where the Chief Financial Officer deems it in the best interest of the Township to do so. All other monies shall be invested in interest bearing accounts, in investments in which municipal funds may lawfully be invested, in the State of New Jersey Cash Management Fund or Class New Jersey offered through MBIA, or New Jersey Asset and Rebate Management Program (NJARM), or Provident Bank, Santander Bank, BCB Community Bank, Bank of America, Bank of NY/Mellon, Chase Bank, Investors Bank, PNC Bank, Sun National bank, TD Bank, The Bank of Princeton, Valley National Bank, Wells Fargo Bank, Magyar Bank, Connect One Bank, or in U.S. Treasury Securities in such amounts and at such times, from time to time, as the Chief Financial Officer shall deem in the best interest of the Township.

BE IT FURTHER RESOLVED, that the Mayor, the Township Administrator, the Chief Financial Officer, and the Asst. Chief Financial Officer are authorized to authorize wire transfer of funds or drafts without limit provided that one of the four parties named shall be required in order to effectuate such drafts or wire transfers; and

BE IT FURTHER RESOLVED, that the following institutions are hereby designated as depositories for funds for the Township to the extent permitted by law: Provident Bank, Wells Fargo Bank, PNC Bank, NA, Bank of America, Sun National Bank, Santander Bank, Bank of NY/Mellon, TD Bank, Investors Bank, Chase Bank, The Bank of Princeton, Valley National Bank, Magyar Bank, Connect One Bank, and BCB Community Bank shall be the depository on existing and/or new capital/trust accounts, subject to statutory limitation and cash performance guarantee.

VOTE: YATES, YES; BANDER, YES; CANTU, YES; LEWIS, YES; NABI, YES.

It was MOVED by NABI and seconded by LEWIS that the following Resolution be approved:

R-26-25 APPOINTMENT OF CONSULTANTS FOR PROFESSIONAL SERVICES AND/OR FEES FOR 2026 IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ

WHEREAS, there exists the need to hire professional service consultants to augment township staff; and

WHEREAS, proposals were solicited and accepted through a "fair and open" process in accordance with N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the funds are available for these purposes; and

WHEREAS, the Local Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" and "Extraordinary Unspecifiable Services" without competitive bids must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Plainsboro, County of Middlesex, State of New Jersey that the following contract agreements hereby be approved for 2026:

Affordable Housing Administrator Plainsboro Non-Profit Housing Corp.	\$30,750/year
Appraisal Consultant Sterling DiSanto & Associates	\$200/hour
Bond Counsel McManimon Scotland Baumann	\$155/hour-\$225/hour Bond sale min. fee \$4,500 + \$1.00 per \$1,000 to \$15 mil \$.75 per \$1,000 over \$15 mil Bond ordinance \$600 Note sale min fee \$2,500 \$.50 per \$1,000 to \$15 mil \$.40 per \$1,000 over \$15 mil
Financial Consultant: Acacia Financial Group, Inc.	\$150/hr + expenses Bonds \$.65 per \$1,000 min \$12,500, cap of \$15,000 Note sales - \$5,000 Official statement - \$2,000 Annual Disclosure filing - \$750
Township Auditor: PKF O'Connor Davies, LLP	
Annual Township Audit	\$41,000
Annual Financial Statement	\$ 5,200
Annual Debt Statement	\$ 1,700
Annual Township Budget	\$ 5,200
Tax Appeal Counsel DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, PC (Martin Allen)	\$200/hour
Township Prosecutor Kelso & Burgess	\$75,000/year
Alternate Township Prosecutor Kelso & Burgess	\$750 per session up to 24 sessions
Risk Management Consultant North American Insurance	Standard Commission payable by the Joint Insurance Fund

Township Attorney Parker McCay	\$200/hour
Labor Counsel Cleary Giacobbe Alfieri Jacobs, LLC	\$184/hour
Redevelopment Counsel McManimon Scotland Baumann	\$225/hour - Township \$395/hour - escrow
Municipal Public Defender Robert M. Schwartz	\$50,222.47 annual fee \$400 Special Court Session
Township Engineer CME Associates	
Program Manager	\$184/hour
Project Manager	\$183/hour
Senior Professional Engineer/Project Leader	\$182/hour
Professional Engineer	\$179/hour
Associate Professional Engineer	\$175/hour
Project Engineer/Senior Designer II	\$155/hour
Engineer/Senior Designer	\$145/hour
Associate Engineer/Designer	\$132/hour
Professional Surveyor	\$177/hour
Survey Manager	\$159/hour
Party Chief	\$132/hour
Survey Technician	\$102/hour
Chief Construction Manager	\$152/hour
Construction Manager	\$122/hour
Senior Construction Technician	\$105/hour
Construction Technician	\$95/hour
Associate Construction Technician	\$87/hour
Support Staff	\$99/hour
Professional Landscape Architect	\$177/hour
Landscape Architect	\$161/hour
Associate Landscape Architect	\$126/hour
Principal Planner	\$187/hour
Professional Planner	\$185/hour
Senior Planner	\$150/hour
Planner	\$128/hour

Hourly Rate Schedule does not include expenses

BE IT FURTHER RESOLVED that the above referenced rates were established in accordance with the proposals submitted to the Qualified Purchasing Agent on December 3, 2025, and December 17, 2025.

BE IT FURTHER RESOLVED, that the above agreements be approved and that the Mayor and Township Clerk are authorized to sign said agreements.

(SEE EXHIBIT "C" PAGE 1 OF 4 INCLUSIVE)

**2026 Professional Services/Consultation Compensation Comparison
December 17, 2025**

Consultant	2025 Approved Compensation	2026 Requested Compensation	2026 Approved Compensation
Affordable Housing Administrator (Plainsboro Non-Profit Housing Corporation)	\$72 per hour - \$30,750 per year	\$72 per hour - \$30,750 per year	Approved as requested – no change in rate from 2025
Appraisal Consultant (Sterling DiSanto & Associates)	\$200 per hour	\$200 per hour	Approved as requested – no change in rate from 2025
Bond Counsel (McManimon, Scotland & Baumann)	\$155 per hour - legal assistants \$225 per hour - attorneys Bond sale min fee \$4,500+ \$1.00 per \$1,000 to \$15mil \$.75 per \$1,000 over \$15 mil Bond Ordinance \$600 Note Sale min fee \$2,500 \$.50 per \$1,000 to \$15 mil \$.40 per \$1,000 over \$15 mil	\$155 per hour - legal assistants \$225 per hour - attorneys Bond sale min fee \$4,500+ \$1.00 per \$1,000 to \$15mil \$.75 per \$1,000 over \$15 mil Bond Ordinance \$600 Note Sale min fee \$2,500 \$.50 per \$1,000 to \$15 mil \$.40 per \$1,000 over \$15 mil	Approved as requested – no change in rate from 2025
Financial Consultant (Acacia Financial Group, Inc.)	\$150 per hour plus expenses Bonds \$.65 per \$1,000, min \$12,500 cap of \$15,000 Note sales - \$5,000 Official Statement - \$2,000 Annual Disclosure-\$750	Blended rate of \$150/hr Bonds \$.65 per \$1,000, min \$12,500 cap of \$15,000 Note sales - \$5,000 Official Statement - \$2,000 Annual Disclosure-\$750	Approved as requested – no change in rate from 2025
Tax Appeal Counsel (DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum)	\$200 per hour – Partners \$175 per hour - Associates	\$200 per hour – Partners \$175per hour - Associates	Approved as requested – no change in rate from 2025

Consultant	2025 Approved Compensation	2026 Requested Compensation	2026 Approved Compensation
Township Prosecutor (Kelso & Burgess)	\$75,000 per year	\$75,000 per year	Approved as requested – no change in rate from 2025
Alternate Township Prosecutor (Kelso & Burgess)	\$1,000 per session up to 12 sessions or \$750 per session up to 16 sessions – if preferred	\$1,000 per session up to 12 sessions or \$750 per session up to 24 sessions – if preferred	Approved as requested
Risk Management Consultant (NAIM)	Accepts standard commission payable by JIF	Accepts standard commission payable by JIF	Approved as requested – no change in rate from 2025
Township Attorney (Parker McCay)	\$190 per hour	\$220 per hour	Recommending \$200 per hour, reflecting an approximate 5% increase (rounded)
Labor Counsel (Cleary Giacobbe Alfieri Jacobs, LLC)	\$175 per hour	\$185 per hour – attorneys \$100 per hr-paralegals/law clerks	Recommending \$184 per hour, reflecting an approximate 5% increase (rounded)
Redevelopment Counsel (McManimon Scotland Baumann)	\$225 per hour-Township matters \$395 per hour – Escrow matters	\$225 per hour-Township matters \$395 per hour – Escrow matters	Approved as requested – no change in rate from 2025
Township Auditor (PKF O'Connor Davies, LLP)	Audit - \$40,175; AFS - \$5,100; ADS - \$1,630; Budget - \$5,100	Audit - \$41,000; AFS - \$5,200; ADS - \$1,700; Budget - \$5,200	Approved as requested, reflecting an increase of between 2% and 4% across all disciplines
Municipal Public Defender (Schwartz Law Group, LLC)	Requested increase commensurate with other employees to \$49,237.72	Requesting increase of 2% above 2025 rate	Approved as requested for 2% increase to \$50,222.47 per year plus \$400 for special sessions
Alternate Public Defender	No response received-recirculating	No response received (2 nd attempt)	No response received (2 nd attempt)
Township Engineer (CME Associates)	Varies by position	5% (rounded) across all titles	See fee schedule for details

2026 Responses to Request for Professional Services

Affordable Housing Administrator

- **Plainsboro Non-Profit Housing Corporation**
- **Parker McCay PA**

Appraisal Consultant

- **Sterling DiSanto & Associates**
- **BRB Valuation & Consulting**

Bond Counsel

- **McManimon, Scotland & Baumann, LLC**
- **Parker McCay PA**

Financial Consultant

- **Acacia Financial Group, Inc.**
- **Phoenix Advisors**
- **Neals M&A Consulting LLC**
- **FSL Public Finance LLC**
- **NW Financial Group LLC**

Township Auditor

- **PKF O'Connor Davies**

Tax Appeal Counsel

- **DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, PC**

Township Prosecutor

- **Kelso & Burgess**

Alternate Prosecutor

- **Kelso & Burgess**

Risk Management Consultant

- **NAIM**

Township Attorney

- **Parker McCay PA**
- **Cleary Giacobbe Alfieri Jacobs, LLC**

Labor Counsel

- Cleary Giacobbe Alfieri Jacobs, LLC

Redevelopment Counsel

- McManimon Scotland Baumann

Township Auditor

No response received

Municipal Public Defender

- Schwartz Law Group, LLC

Alternate Public Defender

No response received

Township Engineer

- CME Associates

VOTE: YATES, YES; BANDER, YES; CANTU, YES; LEWIS, YES; NABI, YES.

It was MOVED by BANDER and seconded by CANTU that the following Resolution be approved:

R-26-26 APPOINTMENT OF RATE SCHEDULE FOR 2026 PROFESSIONAL SERVICES CONSULTANTS IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ

WHEREAS, there exists the need to hire professional service consultants to augment township staff and various boards; and

WHEREAS, proposals were solicited and accepted through a “fair and open” process in accordance with N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the funds are available for these purposes; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Plainsboro, County of Middlesex, State of New Jersey that the following rate schedule is hereby approved for 2026, pending appointment by the appropriate Board(s):

Planning Board Attorney and Zoning Board Attorney: Mason, Griffin & Pierson, P.C.	\$195.00/hour-general \$100.00/hour-paralegals
Alternate Planning Board Attorney and Alternate Zoning Board Attorney Cleary Giacobbe Alfieri Jacobs, LLC	\$184.00/hour-all attorneys
Planning Board Planner, Planning Board Engineer, Zoning Board Planner and Zoning Board Engineer: CME Associates	
Program Manager	\$184/hour
Project Manager	\$183/hour
Senior Professional Engineer/Project Leader	\$182/hour
Professional Engineer	\$179/hour
Associate Professional Engineer	\$175/hour
Project Engineer/Senior Designer II	\$155/hour
Engineer/Senior Designer	\$145/hour
Associate Engineer/Designer	\$132/hour
Professional Surveyor	\$177/hour
Survey Manager	\$159/hour
Party Chief	\$132/hour
Survey Technician	\$102/hour
Chief Construction Manager	\$152/hour
Construction Manager	\$122/hour
Senior Construction Technician	\$105/hour
Construction Technician	\$95/hour
Associate Construction Technician	\$87/hour
Support Staff	\$99/hour
Professional Landscape Architect	\$177/hour

Landscape Architect	\$161/hour
Associate Landscape Architect	\$126/hour
Principal Planner	\$187/hour
Professional Planner	\$185/hour
Senior Planner	\$150/hour
Planner	\$128/hour

Hourly Rate Schedule does not include expenses

BE IT FURTHER RESOLVED that the above-referenced rates were established in accordance with the proposals submitted to the Qualified Purchasing Agent on December 2, 2025, and December 17, 2025.

BE IT FURTHER RESOLVED, that the above rates be approved pending appointment of consultants by the appropriate Board.

(SEE EXHIBIT "D" PAGE 1 OF 2 INCLUSIVE)

VOTE: YATES, YES; BANDER, YES; CANTU, YES; LEWIS, YES; NABI, YES.

It was MOVED by YATES and seconded by LEWIS that the following Resolution be approved:

**R-26-27 RESOLUTION EXTENDING PROFESSIONAL SERVICES FOR
AFFORDABLE HOUSING CONSULTANT**

WHEREAS, the Township of Plainsboro has a need to acquire the services of an affordable housing and planning consultant without a "fair and open process" as defined by P.L. 2004, c.19, the "Local Unit Pay-to-Play Law"; and

WHEREAS, Leon S. Avakian, Inc./Jennifer C. Beahm PP/AICP submitted a proposal dated January 31, 2025, offering to provide affordable housing and planning consulting services not to exceed \$17,500.00, as defined by Resolution #25-64; and

WHEREAS, Leon S. Avakian, Inc. has completed and filed with the Township of Plainsboro a Campaign Contributions Affidavit as required by N.J.S.A. 19:44A-20.2 et seq. certifying that Leon S. Avakian, Inc. has not made any prohibited contributions to a candidate committee or municipal committee representing the elected officials of the Township of Plainsboro; and

WHEREAS, the completion of the project will extend beyond December 31, 2025, and the Township will extend the appointment at its discretion until the project is complete, as allowable under N.J.S.A 40A:11:15; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., authorizes the award of this contract without public bidding on the basis that this a professional service; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available for this purpose.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Plainsboro as follows:

**2026 Professional Services/Consultation Compensation Comparison
December 17, 2025**

Consultant	2025 Approved Compensation	2026 Requested Compensation	2026 Approved Compensation
Planning Board Attorney (Mason, Griffin & Pierson)	\$185 per hour general counsel and \$200 per hour for litigation	\$215 per hour – all attorneys \$110 per hour - paralegals	Recommending \$195 per hour, reflecting an approximate 5% increase
Alternate Planning Board Attorney (Cleary Jacobbe Alfieri Jacobs, LLC)	\$175 per hour – all attorneys	\$185 per hour – attorneys \$100 per hr-paralegals/law clerks	Recommending \$184 per hour, reflecting an approximate 5% increase
Planning Board Planner (CME Associates)	N/A	Varies by position	
Planning Board Engineer (CME Associates)	Varies by position	5% (rounded) across all titles	See fee schedule for details
Zoning Board of Adjustment Attorney (Mason, Griffin & Pierson)	N/A	\$215 per hour – all attorneys \$110 per hour - paralegals	Recommending \$195 per hour, reflecting an approximate 5% increase
Alternate Zoning Board of Adjustment Attorney (Cleary Jacobbe Alfieri Jacobs, LLC)	\$175 per hour – all attorneys	\$185 per hour – attorneys \$100 per hr-paralegals/law clerks	Recommending \$184 per hour, reflecting an approximate 5% increase
Zoning Board of Adjustment Planner (CME Associates)	N/A	Varies by position	See fee schedule for details
Zoning Board Engineer (CME Associates)	Varies by position	5% (rounded) across all titles	See fee schedule for details

2026 Responses to Request for Professional Services-Planning and Zoning

Planning Board Attorney

- **Mason, Griffin & Pierson, P.C.**

Alternate Planning Board Attorney

- **Cleary Giacobbe Alfieri Jacobs, LLC**

Planning Board Planner

- **CME Associates**

Planning Board Engineer

- **CME Associates**

Zoning Board of Adjustment Attorney

- **Mason, Griffin & Pierson, P.C.**
- **Weiner & Weiner, P.C.**

Alternate Zoning Board Attorney

- **Cleary Giacobbe Alfieri Jacobs, LLC**

Zoning Board of Adjustment Planner

- **CME Associates**

Zoning Board of Adjustment Engineer

- **CME Associates**

1. The Mayor and Township Clerk are hereby authorized and directed to execute an extending agreement with Leon S. Avakian, Inc./Jennifer C. Beahm PP/AICP for affordable housing and planning consulting services in accordance with the contract that was in an amount not to exceed \$17,500.00 based on the Contractor's proposal of January 31, 2025 and the revised rate sheet dated February 4, 2025, until project completion as allowable under N.J.S.A 40A:11-15.
2. A copy of this Resolution, the Certification of Contract Value, the Campaign Contributions Affidavit, and the executed Agreement shall be placed on file in the office of the Township Clerk.

(SEE EXHIBIT "E" PAGE 1 OF 1 INCLUSIVE)

VOTE: YATES, YES; BANDER, YES; CANTU, YES; LEWIS, YES; NABI, YES.

It was MOVED by LEWIS and seconded by BANDER that the following Resolution be approved:

**R-26-28 RESOLUTION FOR PROFESSIONAL SERVICES –ADMINISTRATIVE AGENT
FOR HOME IMPROVEMENT PROGRAM**

WHEREAS the Township of Plainsboro needs to acquire the services of a consultant for its new Home Improvement Program as part of the State Affordable Housing obligation without a "fair and open process" as defined by P.L. 2004, c.19, the "Local Unit Pay-to-Play Law"; and

WHEREAS Community Grants, Planning and Housing (CGP&H) has submitted a proposal offering to provide Administrative Agent services for \$40,900 for the term of January 1, 2026, through December 31, 2026; and

WHEREAS the Qualified Purchasing Agent has determined and certified in writing that the value of the acquisition throughout the contract is anticipated not to exceed \$40,900; and

WHEREAS CGP&H has completed and filed with the Township of Plainsboro a Campaign Contributions Affidavit as required by N.J.S.A. 19:44A-20.2 et seq. certifying that CGP&H has not made any prohibited contributions to a candidate committee or municipal committee representing the elected officials of the Township of Plainsboro; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11 et seq., authorizes the award of this contract without public bidding on the basis that this is a professional service; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Plainsboro as follows:

1. The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with CGP&H for Administrative Agent services related to the Township's new Home Improvement Program, with the amount not to exceed \$40,900 for a term of January 1, 2026, through December 31, 2026.

Political Contribution Disclosure.

This Agreement has been awarded to CGP&H based on the merits and abilities of CGP&H to provide the goods or services as described herein. This Agreement was not awarded through a "fair and open process" as that phrase is defined in N.J.S.A. 19:44A-20.7. As such, CGP&H hereby certifies that CGP&H (including persons and other business entities having an interest in CGP&H, as defined by N.J.S.A. 19:44A-20.7) has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A.

19:44A-1 et seq. (i.e., in excess of \$300.00), in the one (1) year period preceding the award of this Agreement that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this Agreement, nor will it make a reportable contribution during the term of this Agreement to any municipal committee of a political party if a member of that political party is serving in an elective public office of the Township of Plainsboro when the Agreement is awarded, or to any candidate committee of any person serving in an elective public office of the Township of Plainsboro when the Agreement is awarded.

2. A copy of this Resolution, the Certification of Contract Value, the Campaign Contributions Affidavit, and the executed Agreement shall be placed on file in the office of the Township Clerk.
3. A notice of this award shall be published in the official newspaper as required by law.

(SEE EXHIBIT "F" PAGE 1 OF 1 INCLUSIVE)

VOTE: YATES, YES; BANDER, YES; CANTU, YES; LEWIS, YES; NABI, YES.

It was MOVED by NABI and seconded by BANDER that the following Resolution be approved:

R-26-29

**RESOLUTION FOR PROFESSIONAL SERVICES
OCCUPATIONAL HEALTH SERVICES**

WHEREAS, the Township of Plainsboro has a need to acquire the services of occupational health services without a "fair and open process" as defined by P.L. 2004, c.19, the "Local Unit Pay-to-Play Law"; and

WHEREAS, Penn Medicine Princeton Medical Center has submitted a proposal, offering to provide occupational health services at rates stated on Exhibit A, for the term of January 1, 2026 thru December 31, 2026; and

WHEREAS, Penn Medicine Princeton Medical Center has completed and filed with the Township of Plainsboro a Campaign Contributions Affidavit as required by N.J.S.A. 19:44A-20.2 et seq. certifying that Penn Medicine Princeton Medical Center has not made any prohibited contributions to a candidate committee or municipal committee representing the elected officials of the Township of Plainsboro; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., authorizes the award of this contract without public bidding on the basis that this a professional service; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available for this purpose.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Plainsboro as follows:

1. The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with Penn Medicine Princeton Medical Center for occupational health services at rates stated on Exhibit A and a term of January 1, 2026 thru December 31, 2026.
2. A copy of this Resolution, the Certification of Contract Value, the Campaign Contributions Affidavit, and the executed Agreement shall be placed on file in the office of the Township Clerk.
3. A notice of this award shall be published in the official newspaper as required by law.

(SEE EXHIBIT "G" PAGE 1 OF 1 INCLUSIVE)

Political Contribution Disclosure.

This Agreement has been awarded to CGP&H based on the merits and abilities of CGP&H to provide the goods or services as described herein. This Agreement was not awarded through a "fair and open process" as that phrase is defined in N.J.S.A. 19:44A-20.7. As such, CGP&H hereby certifies that CGP&H (including persons and other business entities having an interest in CGP&H, as defined by N.J.S.A. 19:44A-20.7) has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A.

19:44A-1 et seq. (i.e., in excess of \$300.00), in the one (1) year period preceding the award of this Agreement that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this Agreement, nor will it make a reportable contribution during the term of this Agreement to any municipal committee of a political party if a member of that political party is serving in an elective public office of the Township of Plainsboro when the Agreement is awarded, or to any candidate committee of any person serving in an elective public office of the Township of Plainsboro when the Agreement is awarded.

Political Contribution Disclosure. This Agreement has been awarded to CONTRACTOR based on the merits and abilities of CONTRACTOR to provide the goods or services as described herein. This Agreement was not awarded through a “fair and open process” as that phrase is defined in N.J.S.A. 19:44A-20.7. As such, CONTRACTOR hereby certifies that CONTRACTOR (including persons and other business entities having an interest in CONTRACTOR, as defined by N.J.S.A. 19:44A-20.7) has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-1 et seq. (i.e., in excess of \$300.00), in the one (1) year period preceding the award of this Agreement that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this Agreement, nor will it make a reportable contribution during the term of this Agreement to any municipal committee of a political party if a member of that political party is serving in an elective public office of the Township of Plainsboro when the Agreement is awarded, or to any candidate committee of any person serving in an elective public office of the Township of Plainsboro when the Agreement is awarded.

VOTE: YATES, YES; BANDER, YES; CANTU, YES; LEWIS, YES; NABI, YES.

Mayor Yates made the following appointments:

<u>Committee/Board</u>	<u>Term</u>	<u>By</u>	<u>Expires</u>
COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE:			
Anthony Cancro	1 yr.	M	12/31/26

HUMAN RELATIONS COUNCIL:

Joseph Breyta (Police Rep)	3 yr.	M	12/31/28
Pamela Rivers	1 yr.	M	12/31/26
Sohan Alluri (Teen)	1 yr.	M	12/31/26
Siddhant Upadhyay (Teen)	1 yr.	M	12/31/26

LIBRARY BOARD OF TRUSTEES:

Appointed Mayor	1 yr.	M	12/31/26
David Drebelbis	5 yr.	M	12/31/27
E. Karen Kennedy	5 yr.	M	12/31/30
Vacant (School Rep)	1 yr.	M	12/31/26

PLANNING BOARD:

Class I (Mayor)			
Appointed Mayor	1 yr.	M	12/31/26
Class II (Official Rep)			
Cary Spiegel	1 yr.	M	12/31/26

It was MOVED by BANDER and seconded by NABI that the entire slate of board & committee appointments and nominees be approved:

<u>Committee/Board</u>	<u>Term</u>	<u>By</u>	<u>Expires</u>
CABLE TV ADVISORY COMMITTEE:			
Nuran Nabi (Township Committee Liaison)	1 yr.	TC	12/31/26
Anthony Cancro (Township Administrator)	1 yr.	TC	12/31/26
Vacant	3 yr.	TC	12/31/28

COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE:

Len Celluro	1 yr.	TC	12/31/26
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ENVIRONMENTAL ADVISORY COMMITTEE:

Randall Brett	3 yr.	TC	12/31/28
Vacant	3 yr.	TC	12/31/28
Vacant	3 yr.	TC	12/31/27
Kerri Leigh Nagrod	3 yr.	TC	12/31/26

PLANNING BOARD:

Class III (Twp. Committee Official Rep.)			
David Bander	1 yr.	TC	12/31/26
Sanjana Raturi	4 yr.	TC	12/31/29
Reeta Sharma (Alt. 1)	2 yr.	TC	12/31/27

SHADE TREE ADVISORY COMMITTEE:

Janice Fishbein	3 yr.	TC	12/31/28
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Vacant	3 yr.	TC	12/31/28
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ZONING BOARD OF ADJUSTMENT:

Ian Henderson	4 yr.	TC	12/31/28
Barabara Schiff Kennen	4 yr.	TC	12/31/29
Vacant (Alt. 1)	2 yr.	TC	12/31/27
Vacant (Alt. 2)	2 yr.	TC	12/31/26

VOTE: YATES, YES; BANDER, YES; CANTU, YES; LEWIS, YES; NABI, YES.

The Mayor opened the meeting for comments from the public.

There being no comments, it was moved by LEWIS and seconded by YATES that the public comment portion of the meeting be closed.

VOTE: YATES, YES; BANDER, YES; CANTU, YES; LEWIS, YES; NABI, YES.

There being no further business, it was MOVED by BANDER and seconded by YATES that the meeting was adjourned at 7:07 p.m.

VOTE: YATES, YES; BANDER, YES; CANTU, YES; LEWIS, YES; NABI, YES.

Carol J. Torres, Assistant Administrator/Clerk