



**PRINCETON**  
**MAYOR AND COUNCIL OF PRINCETON**  
**MINUTES • MAY 8, 2017**

**Regular Meeting**

**Main Council Room**

**6:00 PM**

400 Witherspoon Street, Princeton, NJ 08540

**I. STATEMENT CONCERNING NOTICE OF MEETING**

The following is an accurate statement concerning the providing of notice of this meeting and said statement shall be entered in the minutes of this meeting. Notice of this meeting as required by Sections 4a, 3d, 13 and 14 of the Open Public Meetings Act has been provided to the public in the form of a written notice. On January 10, 2017 at 11:00 a.m., said notice was posted on the official bulletin board in the Municipal Building, transmitted to the Princeton Packet, the Trenton Times, the Town Topics and filed with the Municipal Clerk.

**II. ROLL CALL**

The Deputy Clerk then called the roll.

**PRESENT:** Howard, Crumiller, Liverman, Quinn, Lempert

**ABSENT:** Miller, Butler

**ALSO PRESENT:** Marc Dashield, Administrator, Jeff Grosser, Assistant Administrator, Trishka W. Cecil, Municipal Attorney, and Deanna Stockton, Municipal Engineer

**III. 6:00 P.M. CLOSED SESSION**

1. 17-150 Closed Session Resolution

<b>RESULT:</b>	<b>ADOPTED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Jenny Crumiller, Council President
<b>SECONDER:</b>	Tim Quinn, Councilman
<b>AYES:</b>	Howard, Crumiller, Liverman, Quinn
<b>ABSENT:</b>	Miller, Butler

2. Potential Property Acquisition - Cherry Valley Road

Motion to amend closed session resolution to add an update of the post office easement was made by Councilwoman Howard, seconded by Councilman Quinn and carried unanimously by those present.

<b>RESULT:</b>	<b>ADOPTED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Jenny Crumiller, Council President
<b>SECONDER:</b>	Tim Quinn, Councilman
<b>AYES:</b>	Howard, Crumiller, Liverman, Quinn
<b>ABSENT:</b>	Miller, Butler

3. Litigation - Affordable Housing Declaratory Judgement Action Update
4. Update on the Post Office Easement

#### **IV. 7:00 P.M. OPEN SESSION**

#### **V. PLEDGE OF ALLEGIANCE**

The audience participated in the pledge of allegiance.

Mayor Lempert stated before the meeting officially starts she wanted to note something that was in the press last week about Princeton's settlement efforts with the Fair Share Housing Center over the Affordable Housing litigation. Princeton is working on a settlement with them and was hoping to potentially have a settlement before Council to vote on tonight but not quite there yet and hopes to have something on May 22, 2017.

Mayor asked for a motion to remove Resolution #17-155 "A Resolution by the Municipality of Princeton In Support of the Proposal by the Friends of Herrontown Woods to Acquire the Veblen House and Associated Properties From Mercer County" from the agenda due to additional work and conversation needs to be done. The motion was made by Councilman Liverman, seconded by Council President Crumiller and carried unanimously.

#### **VI. AWARD OF RECOGNITION**

1. Andy Tamasi

Councilman Liverman presented award of recognition to Andy Tamasi.  
(Remarks appended to this set of minutes)

#### **VII. ANNOUNCEMENTS**

Councilwoman Howard had no announcements.

Councilman Liverman announced on May 24, 2017, at the John Witherspoon School Auditorium, between the hours of 7pm-9pm, will be featuring a forum on marijuana and the use of marijuana. The forum is being done through a special group with Corner House, PADA, the Police department and the schools and asking parents and children to show up.

Council President Crumiller had no announcement but gave an announcement on the Recreation Department on behalf of Councilwoman Butler. The pool will be opening on May 27, 2017, May 28, 2017, May 29, 2017, June 3, 2017, June 4, 2017, June 10, 2017, and June 11, 2017 with the full schedule beginning on June 14, 2017. The Recreation

office will be open until 7:00pm on May 23, 2017 and May 25, 2017 for pool registration, photo ids and any other registration needs.

Councilman Quinn announced the Ciclovía Bike and Pedestrian event on Quaker Road on May 21, 2017. There will be an extending opportunity to do a Historic Bike Ride from Trenton along the Canal Tow path joining up with the Ciclovía with all roads leading to Quaker Road.

Mayor Lempert first thanked the professional staff (Police, Public Works) for another great Communiiversity. Mayor announced that Wednesday, May 10, 2017 is Walk & Bike to School Day, Next Week is Bike to Work Week and Friday, May 19, 2017 is Bike to Work Day. On May 20, 2017 is the Bike Rodeo at the Witherspoon Hall parking lot, 400 Witherspoon Street, Princeton.

No Staff announcement

## VIII. APPROVAL OF MINUTES

### 1. March 13, 2017 Closed Session

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Heather Howard, Councilwoman
<b>SECONDER:</b>	Jenny Crumiller, Council President
<b>AYES:</b>	Howard, Crumiller, Liverman, Quinn
<b>ABSENT:</b>	Miller, Butler

### 2. March 20, 2017 Closed Session

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Heather Howard, Councilwoman
<b>SECONDER:</b>	Jenny Crumiller, Council President
<b>AYES:</b>	Howard, Crumiller, Liverman, Quinn
<b>ABSENT:</b>	Miller, Butler

### 3. March 27, 2017 Closed Session

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Heather Howard, Councilwoman
<b>SECONDER:</b>	Jenny Crumiller, Council President
<b>AYES:</b>	Howard, Crumiller, Liverman, Quinn
<b>ABSENT:</b>	Miller, Butler

### 4. April 13, 2017 Closed Session

**RESULT:**       **APPROVED [UNANIMOUS]**  
**MOVER:**       Heather Howard, Councilwoman  
**SECONDER:**   Jenny Crumiller, Council President  
**AYES:**        Howard, Crumiller, Liverman, Quinn  
**ABSENT:**       Miller, Butler

5. April 24, 2017 Closed Session

**RESULT:**       **APPROVED [UNANIMOUS]**  
**MOVER:**       Heather Howard, Councilwoman  
**SECONDER:**   Jenny Crumiller, Council President  
**AYES:**        Howard, Crumiller, Liverman, Quinn  
**ABSENT:**       Miller, Butler

**IX.    COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

Stephen Hiltner, 139 N. Harrison Street, President of the Herrontown Woods, stated that there were two wonderful nature walks that took place this weekend at the Herrontown Woods. The Veblen House and four other buildings are located there which Mercer County owns and has been very serious about demolishing them despite the efforts in saving them. Mr. Hiltner wanted to mention that there were never any deadlines on the proposal in raising monies so there were never any extensions from the County. Four out of the five buildings pose no threats to anyone and the garage is being used and is very useful with the other buildings being enjoyed by the public.

Inge Regan, 13 Madison Street, member of the Board of Friends of Herrontown Woods, appreciates Council listening to the concerns of the board and knows that Council is in a difficult position with the County. Ms. Regan addressed the area of fundraising and stated that they have two members in the founder circle and \$55,000 was raised by funding and pledges which is enough to bring the building to a preservation state. Further funds will be raised to do more with the house. Ms. Regan gave an up to date on the efforts that the board was making this past year. General liability and DO insurance was obtained that which was necessary to do the work and they have been under the advisement from friends who are leaders and business people in the community. Ms. Regan stated that they have developed a donor circle and would like the opportunity to continue the efforts of fundraising and that they have unique ideas that can be offered to the community.

Pam Machold, 713 Prospect Avenue, stated that since the National government is trashing all environmental efforts in the past year we need all environmental efforts at this point locally and Mr. Hiltner and his group has done an amazing work with the Herrontown Woods. The group is saving and restoring the Veblen house. She stated it is really important to educate people about the environment and open space and feels that the Institute for Advanced Study would be an excellent partner. Ms. Machold stated that since the municipality has not hired a person to take care of our open spaces and parks in Princeton and we are lucky that there are a few groups like the Friends of the Herrontown



Woods who have spent countless hours and energy with no pay working on our open space and would add her voice in support.

Stephanie Chorney, Race Street, echoed on everything that was previously said and supports the proposed plan for the Veblen House. Ms. Chorney stated that in reviewing the agenda for tonight she noticed two resolutions on green purchasing and was happy to see that. She also stated that the Princeton Environmental Commission put forward a waste management plan three years ago and would like to see on a future agenda a waste management resolution that she would be willing to assist on.

Sally Tazelaar, 51 Grover, secretary of the Friends of Herrontown Woods, thanked Council for letting them speak and also for talking to the County. Ms. Tazelaar stated that she, along with her husband, have maintained the trails, since 2013, that were in bad conditions and now there are more people using the trails and she stated that they would like to give back to the community through the Veblen House and that there is a lot to offer.

Wendy Kaczarski, 35 Chestnut Street, stated that she is heartened to know that Council is continuing its conversation with the County to help to see this project forward. For the record, based on the very diligent research of the Friends of the Herrontown Woods, the Veblen's left to the public trust Princeton's first nature preserve along with a house, a cottage and a couple of other buildings and report according to the Veblen's will those structures were intended to become a museum, library and nature center. Ms. Kaczarski stated that if you read Mr. Hiltner's blog the [veblenhouse.org](http://veblenhouse.org) it tells the story of Oswald Veblen's extraordinary contributions to Princeton and the world and the ongoing efforts to restore the preserve and buildings that they generously left in the County's care. The Friends of the Herrontown Woods is a volunteer civic minded group that has spent thousands of hours over many years, devoting and caring to honor the Veblen's wish, if not precisely, but in a way that will serve the community. Ms. Kaczarski asked the question would anyone would want to destroy the civic spirit and if the reason is due to the groups delay in raising sufficient funds that would be a foolish reason giving the entire context. Should the County decide to derail this groups work it would be foolish for this is a time for lending support to this group, for repaving and reusing cultural important landmarks to honor yet another remarkable individual who left our town the environmental treasure of the land he bequeathed and the intellectual treasure of the Institute for Advanced Study, which he helped establish. Ms. Kaczarski hopes that Council and the County can show the community that you can use this opportunity to be innovative not destructive, to be creative not bureaucratic and rise to the occasion to support the people who have labored so hard to established yet another cultural resource in the town. Put yourself in the shoes of the volunteer and see the vision they have and see how they are building communities. It can succeed if you let them.

Mia Sachs, Terhune Road and Margaret Griffin, Patton Avenue, represents Princetonians that are lovers of Herrontown Woods and supports the Friends of Herrontown Woods in preserving the Veblen House.

Mayor Lempert thanked the Friends of Herrontown Woods for the work on the trails that have been transformed due to their efforts and will continue the conversation over the next few weeks and hope to get to some resolution.

Closed comments from the public portion.

## **X. PRESENTATION**

### **1. Pilot Project for Community High Speed Internet, Neal Chatterjee, Andrena**

Neil Chatterjee, Andrena, gave a presentation on how the company Andrena works, which purchases and manages wholesale fiber connections which offers turnkey wireless hardware to residents and businesses, everyone's hardware automatically interconnects while providing a local Wi-Fi hotspot for devices and revenue sharing to reward users with all the margins between wholesale price and consumer price which is divided among participants. The more data users give the more they can earn. Mr. Chatterjee stated that the community benefits would be: sharing economy means that the internet price is put back into the local economy and provides new revenue stream for small business; affordable internet means the consumers pay wholesale prices and a low cost alternative for low income areas in Princeton; and Emergency Situations means free internet connectivity during emergency situations. Mr. Chatterjee stated that Andrena is working with the town, University, Public Library, local business, property owners and HOA's to achieve the scale where the entire town can benefit. The company is working with the Princeton Housing Authority to target deployment at the low income areas during the pilot.

Council President Crumiller asked what type of signal would be used. Mr. Chatterjee stated that the ISM band will be used and is approved by the FCC which is the band used for public use.

Mr. Quinn thanked Mr. Chatterjee, whom he met at a previous meeting and is excited on the follow up and pleased the company reached out to the Housing Authority, as suggested, and is happy that the Public Library is on board. Mr. Quinn stated that this could be a game changer economically for a lot of people in town since internet is no longer a luxury but a necessity and is a necessity not everyone can afford. If this is able to be done than Princeton would be leading the technology.

Councilman Liverman asked if this system has been used before. Mr. Chatterjee stated that yes the underlining hardware is being used by a lot of people who are looking to do a wireless solution to replace typical live speed.

Mayor Lempert asked where Andrena is in terms of getting this off the ground. Mr. Chatterjee explained how the infrastructure works; there is a large scale backhaul that includes a bunch of nodes that has the hardware that creates long point to point links. We have a few set up with the University that services a ring around the University's central campus. There are large towers, we have our hardware and are working with OIT to get everything up and running and are in the process of aligning all the devices by next week. Once we have that major connection we have a fiber connection at Tiger

Labs. That is where all the data goes out of the network and from that point on allows us to spread out and one of the two immediate places is Karin Court and Spruce Circle, which they hope to make a direct connection to Tiger Labs. Also working with property managers in the downtown area, working with Palmer Square Management and Jack Morrison and then to using the Library as a hub to broadcast to the Witherspoon-Jackson neighborhood area as well. Once all the backhaul is done by next week it will be much easier to sprawl out and make the smaller connections.

## **XI. REPORTS**

Councilwoman Howard reported on Public Safety that Chief Sutter is revisiting and updating the police directive that was issued in 2014 that explains and clarifies the role of the local law of the federal immigration.

Councilman Liverman reported that interviews are being done for the Youth Advisory Committee for the year of 2017-2018 due to some of the youths graduating and going off to college.

Council President Crumiller had no report.

Councilman Quinn reported that the Princeton Environmental Commission has updated the green building checklist thanks to Tammy Sands for her hard work. The Princeton Environmental Commission is embarking with several other community partners on invasive species community educational projects and the first event will take place on May 22, 2017 at the Princeton Public Library. The Commission reviewed and filed a report on an upcoming application for the Commons at the Institute for Advanced Study which will go before the Planning Board. Mr. Quinn reported that the Civil Rights Commission at its last meeting heard some very powerful testimony from students who were affected by the recent racial slurs at Princeton High School and the Commission is going to follow up with the district on getting updates with its racial literacy initiatives. The Bike Advisory Committee discussed the bike parking options on routes that are identified in the bike master plan. A challenge was issued to the Mayor and members of Council for once a week to walk or ride a bike instead of a car to do errands or work.

Mayor Lempert reported that on May 15, 2017 at 7:30 pm there will be a special meeting of the Master Plan Committee with the Princeton University consultant working on the campus plan. Mayor Lempert, also reported that the Library board met last week to discuss having a program with the people that are taking the ESL classes to help with volunteering to practice their English and one of the programs would be the parking validation which is a hot topic. This would diversify the volunteer pool and also help with practicing their English. The Library will be increasing the fees for library cards for non-residents from \$150 a year to \$175 a year. The discounted cards for seniors and non-residents that work in town will be increased from \$50 a year to \$75 a year.

### Staff Report

Deanna Stockton reported that the contractor has been out on the Great Road and Mountain Avenue in prepping for paving that will take place in the next couple of days.

The contractor than will move over to Snowden Lane and then the third paving will be Valley Road. The intersection will need to be repaved from Valley Road to Harrison which is proposed for night work to disrupt the flow of the intersection. The paving will be from Valley to Harrison up to Ewing Street and appropriate notice will be sent out when the date gets closer. In regards to the parking study the next parking meeting has been identified for June 14, 2017 which will be more of a presentation style than an open house. Ms. Stockton reported that we received over 1500 responses on the survey which will remain open through the end of the month of May.

## **XII. ORDINANCE PUBLIC HEARING**

1. 2017-13 An Ordinance By The Municipality Of Princeton Granting A Thirty-Foot Wide Utility Easement To PSE&G on Block 12.01 Lot 22 (One Monument Drive) in the Vicinity of the Bayard Lane Driveway for a sum of \$5,000.00

Mayor Lempert asked Ms. Stockton if we heard anything from PSE&G and Ms. Stockton stated that we were waiting on feed-back but have not heard anything.

A motion was made by Council President Crumiller but hearing no second the ordinance was defeated.

Mayor Lempert opened the public hearing and seeing no one the public hearing was closed.

## **XIII. ORDINANCE INTRODUCTIONS**

1. 2017-26 An Ordinance By Princeton Cancelling Special Assessments for the Reconstruction or Installation of Sidewalks Along Moore Street, Park Place, Vandeventer Avenue, Willow Street and Authorizing the Cost of said Improvements as a General Improvement (Public Hearing June 12, 2017)

Municipal Attorney Cecil recused herself due to the fact her father has property on Vandeventer Avenue.

<b>RESULT:</b>	<b>INTRODUCED [UNANIMOUS]</b>	<b>Next: 6/12/2017 5:15 PM</b>
<b>MOVER:</b>	Heather Howard, Councilwoman	
<b>SECONDER:</b>	Lance Liverman, Councilman	
<b>AYES:</b>	Howard, Crumiller, Liverman, Quinn	
<b>ABSENT:</b>	Miller, Butler	

2. 2017-27 An Ordinance by Princeton Cancelling Special Assessments for the Reconstruction or Installation of Sidewalks Along Poe Road and Edgehill Street and Authorizing the Cost of said Improvements as a General Improvement. (Public Hearing June 12, 2017)

<b>RESULT:</b>	<b>INTRODUCED [UNANIMOUS]</b>	<b>Next: 6/12/2017 5:15 PM</b>
<b>MOVER:</b>	Jenny Crumiller, Council President	
<b>SECONDER:</b>	Tim Quinn, Councilman	
<b>AYES:</b>	Howard, Crumiller, Liverman, Quinn	
<b>ABSENT:</b>	Miller, Butler	

3. 2017-28 An Ordinance by the Municipality of Princeton Concerning the Complete Streets Committee and Amending the "Code Of The Borough Of Princeton, New Jersey, 1974." (Public Hearing June 12, 2017)

<b>RESULT:</b>	<b>INTRODUCED [UNANIMOUS]</b>	<b>Next: 6/12/2017 5:15 PM</b>
<b>MOVER:</b>	Jenny Crumiller, Council President	
<b>SECONDER:</b>	Lance Liverman, Councilman	
<b>AYES:</b>	Howard, Crumiller, Liverman, Quinn	
<b>ABSENT:</b>	Miller, Butler	

4. 2017-29 An Ordinance by the Municipality of Princeton Designating Bus Stop Locations and Amending the "Code of the Borough of Princeton, New Jersey, 1974". (Public Hearing June 12, 2017)

<b>RESULT:</b>	<b>INTRODUCED [UNANIMOUS]</b>	<b>Next: 6/12/2017 5:15 PM</b>
<b>MOVER:</b>	Jenny Crumiller, Council President	
<b>SECONDER:</b>	Tim Quinn, Councilman	
<b>AYES:</b>	Howard, Crumiller, Liverman, Quinn	
<b>ABSENT:</b>	Miller, Butler	

5. 2017-30 An Ordinance by the Municipality of Princeton Regulating Stormwater Management and Amending the "Code of the Borough of Princeton, New Jersey, 1974" and the "Code of the Township of Princeton, New Jersey, 1968" (Public Hearing June 12, 2017)

Mr. Jack West, Land Use Engineer, discussed the storm water ordinance consolidation of the former Borough and Township, and the four major recommendations proposed by the Princeton Environmental Commission and Stony Brook-Millstone Watershed Association which are: the minor development impervious area threshold, major development thresholds, impervious surface definition and inspection permit regulations.

(Memo appended to this set of minutes)

Sophie Glovier, 68 Drakes Corner Road, serves as the chair of the Princeton Environmental Commission, stated that they have been working on the storm water ordinance since last summer and wanted to thank the staff of the Engineering

Department who have devoted hours to this and was a great partner. We have developed a strong ordinance that will make Princeton a leader in this area and serve as an inspiration to other municipalities to follow along. The Princeton Environmental Commission is committed in supporting community wide the understanding of this ordinance through outreach and education and also making materials available to the community. Ms. Glovier stated that when residents understand the obligations they have to manage their stormwater there will be resources for them to find which will be posted on the Princeton Environment Commission's website. The Princeton Environmental Commission has a summer intern that will help to develop more materials and she hopes Council will support this ordinance.

Mike Pisavro, Director of Stonybrook Millstone Watershed Association, echoes Ms. Glovier statement and that Mr. West and Ms. Stockton have been great over the last several months along with Mayor and Council that have met, listened, asked questions and challenged the association. The Princeton Environmental Commission has been a great partner and has come up with an ordinance that moves water quality forward. The Stonybrook Millstone Watershed Association supports this ordinance.

Cory Krisiter, Stormwater Specialist, Stonybrook Millstone Watershed Association, stated that she started with the association three weeks ago and relocated recently to the area from Fairfax, Virginia where she worked with the Northern Virginia Soil and Water Conservation District in partnership with the Fairfax County. In working with the Northern Virginia Soil and Water Conservation she researched and evaluated the Fairfax County rain gardens at the retention facility center the County maintains to determine the function of the rain garden and what and where things may be wrong or going right. She worked with homeowners, a lot of them were long-time residents of Fairfax County for 30 to 40 years with smaller homes on larger pieces of property. She stated that larger homes were going up and the stormwater run offs were being diverted onto the home sites next door, she would go out, talk with the homeowners about the issues they were having and how to mitigate their stormwater in an environmentally sensitive and typically more inexpensive way. Ms. Krisiter stated that she is here to help guide and educate what is going on in Princeton as well.

Joshua Zinder, Architect in Princeton, 142 Moore Street, stated that the ordinance is incomplete and thinks it is a particular risk to the smaller residents and residential projects. The new stormwater ordinance in its current state does not intensify green infrastructure but appreciates that it does define the green infrastructure. The fact that pervious pavement is now considered impervious pavement and is listed as a sustainable strategy illustrates the problem with this ordinance. Mr. Zinder stated that with this ordinance it is typical and creates problems for the homeowner that would do a sustainable strategy like pervious pavement which there is no path for them to do it, in fact it eliminates it as a path due to it being listed as impervious.

Kip Cherry, Dempsey Avenue, thanked Princeton for this ordinance and stated that it is heading in the right direction and thinks it is a very good idea.

<b>RESULT:</b>	<b>INTRODUCED [UNANIMOUS]</b>	<b>Next: 6/12/2017 5:15 PM</b>
<b>MOVER:</b>	Heather Howard, Councilwoman	
<b>SECONDER:</b>	Jenny Crumiller, Council President	
<b>AYES:</b>	Howard, Crumiller, Miller, Liverman, Quinn	
<b>ABSENT:</b>	Butler	

#### XIV. RESOLUTIONS

1. 17-151 Resolution Authorizing a Shared Services Agreement for Animal Control Services with the Township of Montgomery for 2nd and 3rd Quarter 2017, Not to Exceed \$36,000.00

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Lance Liverman, Councilman
<b>SECONDER:</b>	Jenny Crumiller, Council President
<b>AYES:</b>	Howard, Crumiller, Liverman, Quinn
<b>ABSENT:</b>	Miller, Butler

2. 17-152 Resolution Awarding Agreement for Extraordinary Unspecifiable Service to the Princeton Senior Resource Center in an Amount Not to Exceed \$140,000.00

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Heather Howard, Councilwoman
<b>SECONDER:</b>	Tim Quinn, Councilman
<b>AYES:</b>	Howard, Crumiller, Liverman, Quinn
<b>ABSENT:</b>	Miller, Butler

3. 17-153 Resolution Awarding Agreement For Extraordinary Unspecifiable Service To Sustainable Princeton in an Amount Not to Exceed \$30,000.00

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jenny Crumiller, Council President
<b>SECONDER:</b>	Tim Quinn, Councilman
<b>AYES:</b>	Howard, Crumiller, Liverman, Quinn
<b>ABSENT:</b>	Miller, Butler

4. 17-154 Resolution Authorizing Municipal Auction

**RESULT:**       **ADOPTED [UNANIMOUS]**  
**MOVER:**       Lance Liverman, Councilman  
**SECONDER:**   Jenny Crumiller, Council President  
**AYES:**        Howard, Crumiller, Liverman, Quinn  
**ABSENT:**       Miller, Butler

5. 17-155 A Resolution by the Municipality of Princeton In Support of the Proposal by the Friends of Herrontown Woods to Acquire the Veblen House and Associated Properties From Mercer County

**RESULT:**       **REMOVED NO ACTION TAKEN**

#### **XV.    CONSENT AGENDA**

**RESULT:**       **ADOPTED [UNANIMOUS]**  
**MOVER:**       Jenny Crumiller, Council President  
**SECONDER:**   Tim Quinn, Councilman  
**AYES:**        Howard, Crumiller, Liverman, Quinn  
**ABSENT:**       Miller, Butler

1. Payment of Bills and Claims
2. Release of Maintenance Bond in the amount of \$10,200.00 for the Demolition of Structures Located at 472 / 480 Stockton Street to Wild Heart Bulk Landscape Supplies, LLC
3. 17-156 Resolution Appointing Mid Jersey Municipal Joint Insurance Fund Commissioner and Alternate Commissioner
4. 17-157 Resolution Appointments to Boards, Commissions and Committees
5. 17-158 Resolution Authorizing a Professional Services Agreement with Arrow Geomatics Inc. in the Not to Exceed Amount of \$3,000.00 for Geographic Information System (GIS) Training and Support
6. 17-159 Resolution Recommending that Energy Conservation and Paper Saving Best Practices Be Utilized Throughout the Municipality of Princeton's Operations (Behavioral Policy)
7. 17-160 Resolution to Establish an Environmental Green Purchasing Policy

#### **XVI.   CLOSED SESSION (CONTINUATION OF ABOVE IF NECESSARY)**

#### **XVII. ADJOURNMENT**



A motion to adjourn at 8:47 p.m. was made by Council President, seconded by Councilman Liverman and carried unanimously by those present.

Respectfully Submitted,

Delores A. Williams  
Deputy Municipal Clerk

Remarks for Andy Tamasi: May 8, 2017

It is truly an honor and privilege to be given the task of recognizing a quiet giant in the town of Princeton. A man who has been a mentor, boss, friend, teacher, father and brother to me. Yes we are talking about Andy Tamasi.

I met Andy over 42 years ago. I was an employee for Princeton Recreation Dept as a young lad and Andy was my immediate direct report. In other words my boss. As a boss Andy was the most thoughtful, caring and truly concerned boss I have ever had. This recognition tonight is given to special Princeton community partners or businesses. People that have gone above and beyond to make Princeton into the lovely town it is today. Let me just share a few things about Andy Tamasi that many may not have known. First and most important is that Andy has been married to his wife, Marianne for 62 years. This beautiful union produced three terrific children. Joe and his wife Nancy, his other son David and Andy's daughter Debbie and her husband Robert. 7 Grandchildren and 1 grandson in law. As many of you know family is extremely important to me. Andy served in the Navy from 1952-1956. The cool thing is between 1952-1954 he served on the U.S.S. Intrepid. He is a life time member of the U.S.S. Intrepid Assoc.

Andy is president of the Princeton Roma Eterna Club. He belongs and serves on the board of the Princeton Italian American Sportsman Club. Because of his love to serve he is also a member of the Princeton Pettoranello sister Foundation. You would think he would be too busy and tired with all those

activities. But he has decided to restore a 1947 Jeep for fun. You can see that dedication is the going theme here. This has extended to one more job that has me scratching my head saying how did he do this. This job is something that has really proven a sense of love and caring for future generations. Andy has been a school crossing guard for the past 46 years. Yes I just said 46 years. Now that I have given you a little information about this quiet giant. Please put your hands together to show how much we appreciate and thank Andy Tamasi for teaching all of us what dedication means.

Congratulations my dear friend.



*Municipality of Princeton*

*Witherspoon Hall  
400 Witherspoon Street  
Princeton, NJ 08540-3496*

*Office of the Engineer*

*Telephone (609)921-7077*

*Facsimile (609) 688-2026*

**JOHN M. WEST, P.E., P.P**

**Land Use Engineer**

**jwest@princetonnj.gov**

**MEMORANDUM**

DATE: May 3, 2017

TO: Marc D. Dashield, Administrator

FROM: John M. West, P.E. Land Use Engineer

RE: Stormwater Ordinance Consolidation

---

Attached for introduction by Princeton Council, is a new stormwater ordinance which consolidates the former Borough Land Use Code Section 17A-193.1 and the former Township Land Use Code Section 10B-27, and revises the former Township Land Use Code sections 10B-246.1 and 10B-241 to be consistent with the consolidated ordinance. In addition to consolidating the two stormwater code sections, the following four major recommendations proposed by the Princeton Environmental Commission (PEC) and the Stony Brook-Millstone Watershed Association (SBMWA) are incorporated:

**1. Minor Development Impervious Area Threshold**

**Former Township:** In Section 10B-246.1 Table A, the former Township code regulates maximum permitted residential lot impervious coverage with and without stormwater management based on lot size. For lots  $\frac{1}{4}$  acre or less, if the property owner can demonstrate that the runoff can be safely directed to a storm sewer or other suitable conveyance system, additional storm water management is not required. On lots larger than  $\frac{1}{4}$  acre that exceed 500 square feet of new impervious coverage and are less than the maximum permitted impervious coverage in column A of the chart, storm water management is only required if the new impervious coverage cannot be adequately controlled and directly adversely impacts the adjoining property, at the discretion of the Municipal Engineer. There is a provision that allows the ability to increase the allowable impervious coverage by using the largest lot in the next smaller bracket in Table A.

**Borough:** In Section 17A-193.1, the former Borough requires storm water management for any increase in impervious coverage exceeding 400 square feet.

**Proposed:** Any increase in impervious coverage, exceeding 400 square feet, requires storm water management. (PEC is recommending the threshold for minor development be 250 square feet; this remains an open discussion item). Stormwater shall be retained onsite at a rate of 2 gallons for every square foot of new impervious coverage. It has to be shown that the overflow from the proposed stormwater management facility will not impact an adjacent property. If it is determined that the overflow from the proposed stormwater management facility will impact an adjacent property, then the stormwater must be retained onsite at a rate of 3 gallons for each square foot of new impervious coverage.

## 2. Major Development Thresholds

**Former Township and Former Borough:** Both of the former municipalities utilized the state standard thresholds for major developments of one (1) acre of disturbance or a 1/4-acre / 10,890 square feet of new impervious surface.

**Proposed:** The consolidated ordinance reduces the major development threshold to 1/2-acre of disturbance or 5,000 square feet of new impervious surface.

## 3. Impervious Surface Definition

**Former Township:** The former Township defined an impervious surface as “A surface that has been compacted or covered with a layer of material so that it is highly resistant to infiltration by water. Impervious surfaces include roofs and asphalt, concrete, and stone roads, parking lots, drives, sidewalks, and patios.”

**Former Borough:** The former Borough defined an impervious surface as “A surface that has been compacted or covered with a layer of material so that it is highly resistant to infiltration by water. Impervious surfaces include roofs, asphalt, concrete, porous asphalt or concrete, gravel or stone, parking lots, drives, sidewalks, decks and patios.”

**Proposed:** The consolidated ordinance proposes to define an impervious surface as “A surface that has been compacted and/or covered with a layer of material so that the surface is highly resistant to infiltration by water. Impervious surfaces include but are not limited to include roofs, asphalt, concrete, porous asphalt or concrete, gravel or stone parking lots, drives, or sidewalks, decks, pools and patios.” This definition adds pools to the former Borough’s impervious surface definition.

## 4. Inspection Permit Regulations

**Former Township and Former Borough:** Currently an inspection permit is not required by the former municipalities’ codes.

**Proposed:** The consolidated ordinance proposes that any major development shall submit to the Engineering Department a yearly inspection report and an annual fee of \$50.00 in order to receive a stormwater management facility permit.

The following outstanding PEC / SBMWA stormwater ordinance recommendations will continue to be reviewed by the Engineering Department, and incorporated into an ordinance amendment if appropriate later this year:

- Stormwater management requirements for redevelopment sites.
- Inspection permit regulations for single family homes.
- Mitigation fee system for single family homes that cannot accommodate stormwater management facilities onsite.

If you have any questions or require additional information, please contact me at your earliest convenience.

Cc: Jeff Grosser, Assistant Administrator  
Deanna Stockton, P.E., Municipal Engineer  
Lee Solow, Planning Director  
Derek Bridger, Zoning Officer



## Mayor and Council

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 05/08/17 06:00 PM

Department: Clerk

### RESOLUTION 17-150

## Closed Session Resolution

### RESOLUTION OF THE MAYOR AND COUNCIL OF PRINCETON

TO GO INTO CLOSED SESSION  
(Open Public Meetings Act Sec.3)

BE IT RESOLVED by the Mayor and Council of Princeton:

This body will now convene into a closed session that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7B of the Open Public Meetings Act.


The general nature of the subject or subjects to be discussed in said session are as follows:

Potential Property Acquisition - Cherry Valley Road  
Litigation - Affordable Housing Declaratory Judgement Action Update  
Palmer Square Post Office Easement Update

The matters discussed will be made public when the need for confidentiality no longer exists.

Councilperson	Absent	Present	1 <sup>st</sup>	2 <sup>nd</sup>	Yea	Nay	Abstain	Disqualified
Ms. Butler	X							
Ms. Crumiller		X	X		X			
Ms. Howard		X			X			
Mr. Liverman		X			X			
Mr. Miller	X							
Mr. Quinn		X		X	X			
Mayor Lempert		X						

I, Delores A. Williams, Deputy Municipal Clerk of Princeton, do hereby certify that the above is a true copy of a resolution adopted by the Mayor and Council of Princeton at a meeting held May 8, 2017.

  
\_\_\_\_\_  
Delores A. Williams, Deputy Municipal Clerk





**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 05/08/17 06:00 PM  
Department: Health

---

**RESOLUTION 17-151**

---

**Resolution Authorizing a Shared Services Agreement for Animal Control Services with the Township of Montgomery for 2nd and 3rd Quarter 2017, Not to Exceed \$36,000.00**

**WHEREAS**, Princeton desires to enter into a uniform shared services agreement in connection with certain activities as hereafter more particularly stated, and

**WHEREAS**, the services to be performed are uniform shared services which are exempt from public bidding under the Local Public Contracts Law.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of Princeton as follows:


The Mayor and Clerk are hereby authorized to enter into a contract for uniformed shared services with **The Township of Montgomery, 2261 Van Horne Road-Route 206 North, Belle Mead, NJ 08502** (hereinafter referred to as "Montgomery") to provide and receive backup Animal Control services from **April 1, 2017 through September 30, 2017**, as hereafter more particularly stated.

1. The contract so authorized shall require Montgomery to provide animal control services to Princeton along with other related duties as cited in the uniform shared services agreement (attached).
2. Rendition of Invoices: Payment of fees will be made upon the submission of invoices in duplicate in the form prescribed by Montgomery. Montgomery will invoice for hours utilized in the previous quarter (on or about April 15, July 15, October 15) of each year that this agreement is in effect. Outstanding balances shall be paid within 30 days of the invoice date.
3. The form of contract shall include standard provisions common to uniform shared service agreements entered into by Princeton and shall be subject to approval by the Princeton Attorney, State and the State Department of Health and Senior Services.
4. The contract shall be awarded without competitive bidding as a contract for uniform shared services under the provisions of the Local Public Contracts Law because the subject services will be performed by a person or persons authorized by law to practice a recognized profession and whose practice is regulated by law.
5. A notice of this action shall be published in the Princeton Packet as required by law.



Councilperson	Absent	Present	1 <sup>st</sup>	2 <sup>nd</sup>	Yea	Nay	Abstain	Disqualified
Ms. Butler	X							
Ms. Crumiller		X		X	X			
Ms. Howard		X			X			
Mr. Liverman		X	X		X			
Mr. Miller	X							
Mr. Quinn		X			X			
Mayor Lempert		X						

I, Delores A. Williams, Deputy Municipal Clerk of Princeton, do hereby certify that the above is a true copy of a resolution adopted by the Mayor and Council of Princeton at a meeting held May 8, 2017.

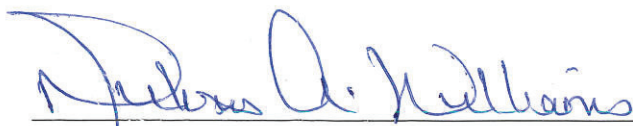


Delores A. Williams, Deputy Municipal Clerk

**ATTACHMENTS:**

- Council Memo - Animal Control Services 2nd and 3rd Q 2017 Montgomery Township (DOCX)
- MontgomeryPrincetonShared Services - ACO2017 (DOC)

I, Delores A. Williams, Deputy Municipal Clerk of Princeton, do hereby certify that the above is a true copy of a resolution adopted by the Mayor and Council of Princeton at a meeting held May 8, 2017.



---

Delores A. Williams, Deputy Municipal Clerk



**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 05/08/17 06:00 PM

Department: Clerk

---

**RESOLUTION 17-152**

---

**Resolution Awarding Agreement for Extraordinary Unspecifiable Service to the Princeton Senior Resource Center in an Amount Not to Exceed \$140,000.00**

**WHEREAS**, Princeton wishes to retain the services of a qualified organization to provide various services and programs to senior citizens in the community at the Suzanne Patterson Building, Spruce Circle, and various outreach locations; and

**WHEREAS**, Princeton Senior Resource Center (PSRC) has offered to provide said services to Princeton and is qualified to render same; and

**WHEREAS**, Princeton has a need to acquire these services without a “fair and open process” as defined by P.L. 2004, c.19, the “Local Unit Pay-to-Play Law” and in connection therewith, PSRC has completed and filed with Princeton the required Campaign Contributions Affidavit pursuant to N.J.S.A. 19:44A-20.8, Certification Regarding Political Contributions pursuant to N.J.S.A. 19:44A-20.26 and affidavit pursuant section 2-87 of the Princeton Code (collectively, the “Pay-to-Play Forms”); and

**WHEREAS**, the agreement shall be for an amount not to exceed \$140,000, to be paid in twelve equal monthly installments of \$11,666.67; and

**WHEREAS**, the Chief Financial Officer has certified that sufficient funds are available to pay for said services; and


**WHEREAS**, the Local Public Contracts Law, *N.J.S.A. 40A:11-5(1)(a)(ii) et seq.*, authorizes Princeton to award this agreement as an extraordinary unspecifiable service agreement, without public bidding.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Municipality of Princeton, County of Mercer, State of New Jersey, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute an agreement with the Princeton Senior Resource Center (PSRC) consistent with this Resolution and the above "Whereas" clauses.
2. The agreement is awarded without competitive bidding as an "Extraordinary Unspecifiable Service" in accordance with the Local Public Contracts Law, *N.J.S.A. 40A:11-5(1)(a)(ii)*, for the reasons set forth in the "Whereas" clauses and in the Administrator's Certification of Extraordinary Unspecifiable Service, which reasons are incorporated herein as if fully restated.
3. PSRC shall be paid a fee by Princeton up to an amount not to exceed \$140,000 and the contract shall be for a term of one year, from January 1, 2017 until December 31, 2017. The term of the agreement may be extended for up to two additional one-year terms, subject to the agreement of both parties and compliance with the applicable provisions of the Local Public Contracts Law.
4. A copy of this Resolution, the Administrator's Certification of Extraordinary Unspecifiable Service and the agreement shall be placed on file in the Office of the Clerk.
5. A notice of this action shall be published in the official newspaper as required by law.

Councilperson	Absent	Present	1 <sup>st</sup>	2 <sup>nd</sup>	Yea	Nay	Abstain	Disqualified
Ms. Butler	X							
Ms. Crumiller		X			X			
Ms. Howard		X	X		X			
Mr. Liverman		X			X			
Mr. Miller	X							
Mr. Quinn		X		X	X			
Mayor Lempert		X						

I, Delores A. Williams, Deputy Municipal Clerk of Princeton, do hereby certify that the above is a true copy of a resolution adopted by the Mayor and Council of Princeton at a meeting held May 8, 2017.



Delores A. Williams, Deputy Municipal Clerk

**ATTACHMENTS:**

- EUS Certification - PSRC (DOCX)
- PSRC Agreement EUS 2017 FINAL AGREEMENT (DOCX)
- Statistics 2015-16 (DOCX)
- Exhibits A and B Aff Action and Bus Registration(DOCX)





**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 05/08/17 06:00 PM  
Department: Clerk

**RESOLUTION 17-153**

---

**Resolution Awarding Agreement For Extraordinary Unspecifiable  
Service To Sustainable Princeton in an Amount Not to Exceed  
\$30,000.00**

**WHEREAS**, Princeton wishes to retain the services of a qualified organization to provide various services and programs to assist the Municipality achieve its sustainability goals.

**WHEREAS**, Sustainable Princeton, a not for profit organization, offered to provide said services to Princeton and is qualified to render same; and

**WHEREAS**, Princeton has a need to acquire these services without a “fair and open process” as defined by P.L. 2004, c.19, the “Local Unit Pay-to-Play Law” and in connection therewith, Sustainable Princeton has completed and filed with Princeton the required Campaign Contributions Affidavit pursuant to N.J.S.A. 19:44A-20.8, Certification Regarding Political Contributions pursuant to N.J.S.A. 19:44A-20.26 and affidavit pursuant section 2-87 of the Princeton Code (collectively, the “Pay-to-Play Forms”); and

**WHEREAS**, the agreement shall be for an amount not to exceed \$30,000.00,; and

**WHEREAS**, the Chief Financial Officer has certified that sufficient funds are available to pay for said services; and

**WHEREAS**, the Local Public Contracts Law, *N.J.S.A. 40A:11-5(1)(a)(ii) et seq.*, authorizes Princeton to award this agreement as an extraordinary unspecifiable service agreement, without public bidding.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Municipality of Princeton, County of Mercer, State of New Jersey, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute an agreement

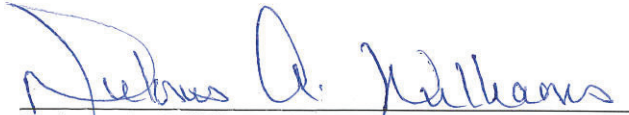
with the Sustainable Princeton consistent with this Resolution and the above “Whereas” clauses.

2. The agreement is awarded without competitive bidding as an “Extraordinary Unspecifiable Service” in accordance with the Local Public Contracts Law, *N.J.S.A. 40A:11-5(1)(a)(ii)*, for the reasons set forth in the “Whereas” clauses and in the Administrator’s Certification of Extraordinary Unspecifiable Service, which reasons are incorporated herein as if fully restated.
3. Sustainable Princeton shall be paid a fee by Princeton up to an amount not to exceed \$30,000 and the contract shall be for a term of one year, from January 1, 2017 until December 31, 2017. The term of the agreement may be extended for up to two additional one-year terms, subject to the agreement of both parties and compliance with the applicable provisions of the Local Public Contracts Law.
4. A copy of this Resolution, the Administrator’s Certification of Extraordinary Unspecifiable Service and the agreement shall be placed on file in the Office of the Clerk.
5. A notice of this action shall be published in the official newspaper as required by law.

Councilperson	Absent	Present	1 <sup>st</sup>	2 <sup>nd</sup>	Yea	Nay	Abstain	Disqualified
Ms. Butler	X							
Ms. Crumiller		X	X		X			
Ms. Howard		X			X			
Mr. Liverman		X			X			
Mr. Miller	X							
Mr. Quinn		X		X	X			
Mayor Lempert		X						

I, Delores A. Williams, Deputy Municipal Clerk of Princeton, do hereby certify that the

above is a true copy of a resolution adopted by the Mayor and Council of Princeton at a meeting held May 8, 2017.

  
Delores A. Williams, Deputy Municipal Clerk

**ATTACHMENTS:**

- Sustainable Princeton Municipality of Princeton PSA 2017 - Final (DOCX)
- 2017 Sustainable Princeton and Municipal Work Plan DRAFT (DOCX)





**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 05/08/17 06:00 PM

Department: Clerk

---

**RESOLUTION 17-154**

---

**Resolution Authorizing Municipal Auction**

**WHEREAS**, Princeton Municipal Corp is the owner of certain surplus property that is no longer needed for public use as specifically identified and described on the attached Exhibit A ("Surplus Property"); and

**WHEREAS**, pursuant to the Local Public Contracts Law, N.J.S.A 40A:11-36 and Local Finance Notice 2008-9, Princeton is authorized to sell said Surplus Property through an approved online auction; and

**WHEREAS**, the Department of Community Affairs, Division of Local Government Services, has approved GovDeals, Inc. as an Internet-based vendor authorized to conduct online auctions of municipal surplus personal property and GovDeals, Inc. is also an approved contractor under New Jersey State Contract No. A83453/T-2581; and

**WHEREAS**, Princeton, through the Department of Infrastructure and Operations, recommends that the municipality utilize the services of GovDeals, Inc., via [www.govdeals.com](http://www.govdeals.com) [<http://www.govdeals.com>](http://www.govdeals.com), for purposes of auctioning the Surplus Property under State Contract No. A83453/T-2581; and

**WHEREAS**, in consideration for auctioning the Surplus Property on Princeton's behalf, GovDeals, Inc. will be paid 7.5% of the winning bid (but not less than \$5.00) for each asset sold, paid directly by Princeton to GovDeals, Inc. from the proceeds of the sale; and

**WHEREAS**, in addition to identifying and describing the Surplus Property, the attached Exhibit A also provides the corresponding reference numbers from GovDeals, Inc.' website for ease of reference; and

**WHEREAS**, all other terms and conditions of the auction of the Surplus Property and agreement with GovDeals, Inc. are available on GovDeals, Inc.' website, [www.govdeals.com](http://www.govdeals.com) [<http://www.govdeals.com>](http://www.govdeals.com).


**NOW, THEREFORE, BE IT RESOLVED** by the Princeton Council;

1. Princeton, through the Department of Infrastructure and Operations, is authorized to sell the surplus personal property that is identified and described on the attached Exhibit A ("Surplus Property").
2. The Surplus Property shall be sold by public auction through the online auction site of [www.govdeals.com](http://www.govdeals.com) [<http://www.govdeals.com>](http://www.govdeals.com), as more fully described in the "Whereas Clauses," which are incorporated herein as if fully restated.

3. In consideration for auctioning the Surplus Property on Princeton's behalf, GovDeals, Inc. will be paid 7.5% of the winning bid (but not less than \$5.00) for each asset sold, paid directly by Princeton to GovDeals, Inc. from the proceeds of the sales.
4. Princeton shall publish in its official newspaper notice of this approved online auction together with a description of the Surplus Property to be sold. The auction shall not be held less than 7 or more than 14 days after the latest publication of the notice.
5. A certified copy of this Resolution shall be sent to the Division of Local Government Services, Department of Community Affairs.

Councilperson	Absent	Present	1 <sup>st</sup>	2 <sup>nd</sup>	Yea	Nay	Abstain	Disqualified
Ms. Butler	X							
Ms. Crumiller		X		X	X			
Ms. Howard		X			X			
Mr. Liverman		X	X		X			
Mr. Miller	X							
Mr. Quinn		X			X			
Mayor Lempert		X						

I, Delores A. Williams, Deputy Municipal Clerk of Princeton, do hereby certify that the above is a true copy of a resolution adopted by the Mayor and Council of Princeton at a meeting held May 8, 2017.

  
 Delores A. Williams, Deputy Municipal Clerk

**ATTACHMENTS:**

- 2017 AUCTION Exhibit A(DOC)

Exhibit A

1980 KUBOTA TRACTOR MODEL L345DT VIN# 10509  
1984 CHEVY K30 TRUCK VIN# 1GBJK34J5EV118580  
1994 New Holland backhoe model 555D VIN# A42822  
1995 FORD F450 DUMP VIN# 1FDLF47F1SEA48752  
1996 Caterpillar loader model 928F VIN# 2XL07872  
1997 Caterpillar backhoe model 2600 VIN# 01CR00180  
1997 Ford Taurus VIN# 1FALP52U1VA32018  
1998 GMC K2500 PICK UP VIN# 1GTGK24R1WE540112  
2001 Chevy Malibu VIN# 1G1ND52L91623914  
2003 DODGE DURANGO VIN# 1D4S48N73F54951  
2004 Ford F150 4x4 VIN# 1FTPW14524KC35325  
2005 FORD CROWN VIC VIN# 2FAFP71W55X171195  
2001 DODGE DURANGO VIN# 1BHS28N31F578727  
2001 DODGE DURANGO VIN# 1B4HS28N61F58737  
2010 Ford crown Vic VIN# 2FABP7BV5AX123324  
2006 DODGE DURANGO VIN# 1D4HB38N96F148932  
2007 FORD F350 VIN# 1FDWX31917EB43356  
TWO LOT OF BICYCLES 12 IN EACH LOT  
ONE PERSON KAYAK BLUE 1 EACH  
FLOOR SWEEPER WALKBEHINE  
MISCELLANEOUS PARKING LOT EQUIPMENT





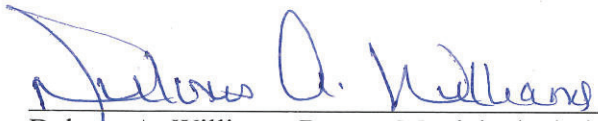
**RESOLUTION 17-156**

**Resolution Appointing Mid Jersey Municipal Joint Insurance Fund  
Commissioner and Alternate Commissioner**

BE IT RESOLVED, on this 8th day of May, 2017, by the Mayor and Council of Princeton, County of Mercer, State of New Jersey, that the appointment of Marc D. Dashield as Fund Commissioner and Jeffrey Grosser as Alternate Fund Commissioner for Princeton to serve on the Mid Jersey Municipal Joint Insurance Fund for the 2017 Fund year be and is hereby authorized.

Councilperson	Absent	Present	1 <sup>st</sup>	2 <sup>nd</sup>	Yea	Nay	Abstain	Disqualified
Ms. Butler	X							
Ms. Crumiller		X	X		X			
Ms. Howard		X			X			
Mr. Liverman		X			X			
Mr. Miller	X							
Mr. Quinn		X		X	X			
Mayor Lempert		X						

I, Delores A. Williams, Deputy Municipal Clerk of Princeton, do hereby certify that the above is a true copy of a resolution adopted by the Mayor and Council of Princeton at a meeting held May 8, 2017.

  
Delores A. Williams, Deputy Municipal Clerk



## Mayor and Council

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 05/08/17 06:00 PM  
Department: Clerk

### RESOLUTION 17-157

## Resolution Appointments to Boards, Commissions and Committees

BE IT RESOLVED by the Mayor and Council of Princeton:

The following appointment is hereby made:

Name and Board

Term

Christopher Ieva, Complete Streets Committee

1 year

Councilperson	Absent	Present	1 <sup>st</sup>	2 <sup>nd</sup>	Yea	Nay	Abstain	Disqualified
Ms. Butler	X							
Ms. Crumiller		X	X		X			
Ms. Howard		X			X			
Mr. Liverman		X			X			
Mr. Miller	X							
Mr. Quinn		X		X	X			
Mayor Lempert		X						

I, Delores A. Williams, Deputy Municipal Clerk of Princeton, do hereby certify that the above is a true copy of a resolution adopted by the Mayor and Council of Princeton at a meeting held May 8, 2017.

Delores A. Williams, Deputy Municipal Clerk



**Mayor and Council**

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 05/08/17 06:00 PM  
Department: Engineering

---

**RESOLUTION 17-158**

---

**Resolution Authorizing a Professional Services Agreement with Arrow Geomatics Inc. in the Not to Exceed Amount of \$3,000.00 for Geographic Information System (GIS) Training and Support**

**WHEREAS**, the municipality of Princeton desires to retain the professional services of Arrow Geomatics Inc. for purposes of Geographic Information System (GIS) training and support on behalf of Princeton; and

**WHEREAS**, Arrow Geomatics Inc. has provided a proposal to Princeton for purposes of performing the sought-after services for the not to exceed contract amount of three thousand dollars (\$3,000.00) through the end of 2017; and

**WHEREAS**, Princeton has a need to acquire these services without a “fair and open process” as defined by P.L. 2004, c.19, the “Local Unit Pay-to-Play Law” and in connection therewith, Arrow Geomatics Inc. has completed and filed with Princeton the required Campaign Contributions Affidavit pursuant to N.J.S.A. 19:44A-20.8, Certification Regarding Political Contributions pursuant to N.J.S.A. 19:44A-20.26 and affidavit pursuant Section 2-87 of the Princeton Code (collectively, the “Pay-to-Play Forms”); and

**WHEREAS**, the agreement shall be for an amount not to exceed three thousand dollars (\$3,000.00), as more specifically detailed in the April 18, 2017 Arrow Geomatics Inc. proposal; and

**WHEREAS**, the Chief Financial Officer has certified that sufficient funds are available to pay for said services; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), authorizes



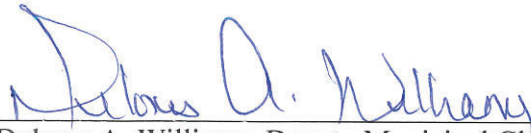
Princeton to award this agreement as a professional services agreement, without public bidding.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Municipality of Princeton, County of Mercer, State of New Jersey, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute an agreement with Arrow Geomatics Inc. for Geographic Information System (GIS) training and support consistent with this Resolution and the above "Whereas" clauses.
2. The agreement is awarded without competitive bidding as a professional services agreement as authorized under *N.J.S.A. 40A:11-5(1)(a)(i)*.
3. Arrow Geomatics Inc. shall be paid a fee not to exceed three thousand dollars (\$3,000.00). The term of the agreement shall be for the remainder of 2017.
4. A copy of this Resolution, the Pay-to-Play Forms and the agreement shall be placed on file in the Office of the Clerk.
5. A notice of this action shall be published in the official newspaper as required by law.

Councilperson	Absent	Present	1 <sup>st</sup>	2 <sup>nd</sup>	Yea	Nay	Abstain	Disqualified
Ms. Butler	X							
Ms. Crumiller		X	X		X			
Ms. Howard		X			X			
Mr. Liverman		X			X			
Mr. Miller	X							
Mr. Quinn		X		X	X			
Mayor Lempert		X						

I, Delores A. Williams, Deputy Municipal Clerk of Princeton, do hereby certify that the above is a true copy of a resolution adopted by the Mayor and Council of Princeton at a meeting held May 8, 2017.



---

Delores A. Williams, Deputy Municipal Clerk

**ATTACHMENTS:**

- GIS Arrow Geomatics PSA Memo (DOCX)
- Agmt for Prof Svcs Arrow Geomatics May 2017 (DOCX)
- Arrow Geomatics 2017 GIS Support Contract App A (PDF)
- Exhibits B and C to Standard PSA (DOCX)





## Mayor and Council

400 Witherspoon Street  
Princeton, NJ 08540

Meeting: 05/08/17 06:00 PM

Department: Health

### RESOLUTION 17-159

## Resolution Recommending that Energy Conservation and Paper Saving Best Practices Be Utilized Throughout the Municipality of Princeton's Operations (Behavioral Policy)

**WHEREAS**, energy use in our municipal buildings for lighting, heating and cooling, and other everyday needs is a significant cost associated with daily operations; and

**WHEREAS**, excessive energy consumption has a negative environmental impact on our community; and

**WHEREAS**, Mayor and Council of Princeton understand the benefits of reducing environmental impacts which in turn will further the sustainability of the Municipality of Princeton for future generations; and

**WHEREAS**, Municipal employees can take everyday actions which will:

- Reduce energy consumption, thereby reducing costs, while reducing negative impacts on the environment; and
- Assist the Municipality and its taxpayers with savings in fuel and maintenance costs, extending vehicle life of the Township fleet while reducing damaging emissions; and
- Take everyday actions to reduce paper usage, which will result in further cost reductions; and

**WHEREAS**, Municipal employees can present a positive example for the Princeton community by modeling environmentally sound behaviors; and

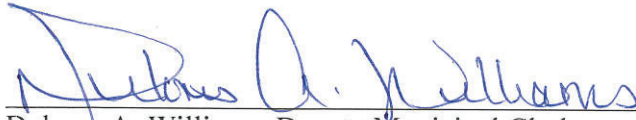
**WHEREAS**, Municipal employees are encouraged to habituate energy conservation and paper saving best practices whenever possible.

**THEREFORE, BE IT RESOLVED**, that the Mayor and Council of Princeton hereby recommends that energy conservation and paper saving best practices be utilized throughout the Municipality and encourages the employment of such best practices by all Municipal employees, elected officials, volunteers and other personnel.

Councilperson	Absent	Present	1 <sup>st</sup>	2 <sup>nd</sup>	Yea	Nay	Abstain	Disqualified
Ms. Butler	X							
Ms. Crumiller		X	X		X			
Ms. Howard		X			X			
Mr. Liverman		X			X			
Mr. Miller	X							
Mr. Quinn		X		X	X			
Mayor Lempert		X						

I, Delores A. Williams, Deputy Municipal Clerk of Princeton, do hereby certify that the above is a true copy of a resolution adopted by the Mayor and Council of Princeton at a

meeting held May 8, 2017.

  
\_\_\_\_\_  
Delores A. Williams, Deputy Municipal Clerk

**ATTACHMENTS:**

- Resolution - Council Memo - Behavioral Policy (DOCX)
- Best Practices For Behavioral Policies (DOCX)

# Best Practices for Behavioral Policies

---

## Section I Computers

1. Set each workstation to automatically power down after five minutes of inactivity. This can be done by either:
  - a. In control panel settings, change display related to the screensaver power options to initiate sleep mode after 5 minutes of inactivity. Moving the mouse will automatically revive the computer.
  - b. In control panel, select power options and choose to turn off the display after three minutes and put the computer to sleep after five minutes.

## Section II Printers and Copiers

1. As much as possible, print as little as possible and minimize the use of hard copy documents. Distribute information in electronic formats when possible. Revise documents on screen instead of printed drafts. Save important emails and documents as digital files instead of hard copies.
2. Use timers to automatically turn off printers and copiers on a set schedule appropriate to their use or turn off at the end of the workday.
3. Print in black and white instead of color. When printing to a copier, this option is under Properties.
4. Print and copy double-sided.
5. Reuse paper with one side of print as scrap paper before recycling.
6. Recycle or refill ink/toner cartridges.

## Section III Other Electronics

1. Unplug all unnecessary electronics and equipment at the end of the day.
2. Turn off power strips at the end of the day.
3. Do not overcharge phones and tablets.
4. Reduce plug load by removing personal equipment such as desk lamps and space heaters when not in use or utilize smart power strips.

## Section IV Lighting

1. Use natural light when possible.
2. For evenings and weekends, turn off all lights when staff leave at the end of the workday.
3. Keep lights off whenever a room is not in use.
4. When feasible, use only task lighting (light only work areas instead of entire room).

## Section V Events

1. Refrain from purchasing and using disposable polystyrene (Styrofoam™) products for use in kitchen areas or events.
2. Use reusable or recyclable table ware for events, i.e. utensils, plates, cups, etc. when practicable.
3. Refrain from purchasing bottled water for events when practicable.



## **Section VI Heating and Cooling**

1. Set thermostats to be several degrees warmer in the summer and several degrees cooler in the winter.
2. Adjust thermostats to minimize heating and cooling while buildings are not in use over evenings, weekend, and holidays.
3. Install an automatic thermostat to regulate temperature based on time of day and schedule of occupancy.
4. In the summer, close blinds to keep the sun from beating into rooms and keep doors shut to keep the cold air in. In the winter, open blinds on sunny days to try and heat the room.
5. Make sure vents are uncovered and keep all boxes and cabinets away from vents if possible.
6. Inspect HVAC and water pipes inspected annually or biannually to make sure that they are not leaking.

## **Section VII Municipally Owned Motor Vehicles (excludes police and emergency vehicles)\***

1. Turn off the vehicle if stopped for more than 10 seconds (unless in traffic) instead of idling.
2. Avoid rapid starts and stops; use cruise control and drive smoothly.
3. Leave enough space between vehicles to avoid excessive braking.
4. Avoid using the A/C at slow speeds when rolling down the windows is more efficient. At faster speeds, the A/C is more efficient.
5. Don't carry unnecessary weight in the vehicle.
6. Pack cargo inside the vehicle instead of on top of it to reduce drag.
7. In snowy conditions, drive in other cars' snow tracks to decrease resistance.
8. Driving in lower gears burns up more fuel. When using a manual transmission, move through the lower gears gently but quickly.

## **Section VIII Other**

1. Convert files to pdf or scan paper documents using copiers or scanning applications and distribute electronic copies via email rather than printed copies.
2. If available, upload bid documents using online resources instead of printing hard copies for contractors.
3. Require fewer or smaller-sized copies of project plans or submittals.
4. Encourage the use of electronic devices (tablets, computers and projectors) for agendas and notes at boards, committee and commission meetings.
5. Only print out copies of meeting materials for meeting participants by request.

\* Summary of NJ Idling Requirements for Motor Vehicles N.J.A.C. 7:27-14,15  
<http://www.nj.gov/dep/stopthesoot/Summary%20of%20Idling%20requirements.pdf>



## RESOLUTION 17-160

### Resolution to Establish an Environmental Green Purchasing Policy

**WHEREAS**, it is the desire of the Municipality of Princeton to establish an Environmental Green Purchasing Policy; and

**WHEREAS**, the purpose of this policy is to encourage and increase the use of environmentally preferable products and services by the Municipality of Princeton by including considerations in purchasing decisions;

**WHEREAS**, Mayor and Council of Princeton understand the benefits of reducing environmental impacts which in turn will further the sustainability of the Municipality of Princeton for future generations; and

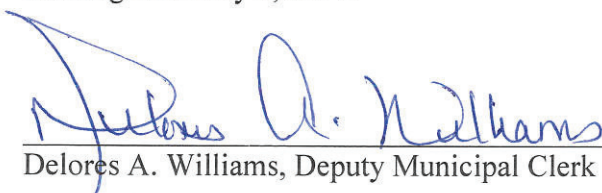
**WHEREAS**, Municipal employees can present a positive example for the Princeton community by modeling environmentally sound behaviors; and

**THEREFORE, BE IT RESOLVED**, that the Mayor and Council of Princeton hereby establishes a Environmental Green Purchasing Policy, attached hereto; and

**BE IT FURTHER RESOLVED** that the Municipal Clerk is hereby directed to forward a copy of this policy to all department heads for review and to make an effort in adhering to the policy when purchasing products and services for the Municipality of Princeton.

Councilperson	Absent	Present	1 <sup>st</sup>	2 <sup>nd</sup>	Yea	Nay	Abstain	Disqualified
Ms. Butler	X							
Ms. Crumiller		X	X		X			
Ms. Howard		X			X			
Mr. Liverman		X			X			
Mr. Miller	X							
Mr. Quinn		X		X	X			
Mayor Lempert		X						

I, Delores A. Williams, Deputy Municipal Clerk of Princeton, do hereby certify that the above is a true copy of a resolution adopted by the Mayor and Council of Princeton at a meeting held May 8, 2017.

  
Delores A. Williams, Deputy Municipal Clerk



## *Municipality of Princeton*

Witherspoon Hall  
400 Witherspoon Street  
Princeton, NJ 08540

*Administration*  
Telephone 609-924-5176  
Fax: 609-924-7627  
Website: <http://www.princetonnj.gov>

*JEFFREY C. GROSSER, MHS, HO*  
*Assistant Administrator/Health Officer*

To: Marc Dashield, Administrator  
Kathy Brzezynski, Clerk  
From: Jeffrey C. Grosser, MHS, HO – Assistant Administrator/Health Officer  
Date: May 2, 2017  
Re: Resolution to Establish an Environmental Green Purchasing Policy

Marc,

Attached you will find a resolution and policy to establish an environmental green purchasing policy. This policy coordinates purchasing of goods and services by the Municipality to minimize impacts on human health and the natural environment. It will assist us in improving purchasing practices and finding more environmentally friendly products and services.

Best Regards,

Jeffrey C. Grosser  
Assistant Administrator/Health Officer



# **MUNICIPALITY OF PRINCETON ENVIRONMENTALLY PREFERABLE PURCHASING POLICY (GREEN PURCHASING POLICY)**

## **1.0 ENVIRONMENTALLY PREFERABLE PURCHASING (GREEN PURCHASING POLICY)**

### **1.1 STATEMENT OF THE POLICY**

It is the policy and practice of the Municipality of Princeton to:

- Institute practices that reduce waste by increasing product efficiency and effectiveness, and
- Purchase products that minimize environmental impacts, toxics, pollution, and hazards to worker and community safety to the greatest extent practicable, and
- Purchase products that include recycled content, are durable and long-lasting, conserve energy and water, use agricultural fibers and residues, reduce greenhouse gas emissions, use unbleached or chlorine free manufacturing processes, are lead-free and mercury-free, and use wood from sustainably harvested forests (FSC) when and where possible.

### **1.2 PURPOSE and OBJECTIVES OF THE POLICY**

The goal of this policy is to encourage and increase the use of environmentally preferable products and services in the Municipality of Princeton. By including environmental considerations in purchasing decisions, Municipality of Princeton can promote practices that improve public and worker health, conserve natural resources, and reward environmentally conscious manufacturers, while remaining fiscally responsible.

The policy objectives are to:

- Conserve natural resources,
- Minimize environmental impacts such as pollution and use of water and energy,
- Eliminate or reduce toxics that create hazards to workers and our community,
- Support strong recycling markets,
- Reduce materials that are routinely land filled or disposed of,
- Increase the use and availability of environmentally preferable products that protect the environment,
- Identify environmentally preferable products and associated distribution systems,
- Reward manufacturers and vendors with contracts that reduce environmental impacts in their production and distribution systems or services,
- Collect and maintain up-to-date information regarding manufacturers, vendors and other sources for locating/ordering environmentally preferable products,
- Create a model for successfully purchasing environmentally preferable products that encourages other purchasers in our community to adopt similar goals.

## **1.0 ENVIRONMENTALLY PREFERABLE PURCHASING (GREEN PURCHASING) (CONTINUED)**

### **1.3 RESEARCH, EVALUATION and IMPLEMENTATION OF THE POLICY**

The Municipality of Princeton and members of the Green Team, which shall be composed of representatives from various Municipality of Princeton departments/divisions, commissions/committees and volunteer organizations shall research, evaluate, and implement the environmental purchasing objectives. The Green Team Committee shall focus its research, evaluation and the implementation of the Green Policy in the following areas:

- Recycled Content Products (e.g. paper products, playground/recreation equipment, toner/printer cartridges, motor oils and lubricants, furniture, carpets and flooring materials, matting, plastic/composite lumber/building materials, trash bags, parking stops, ceiling tiles, etc...)
- Less Harmful and Non-toxic Materials and Processes (e.g. janitorial/cleaning products, pest management chemicals, phosphates, paint, solvents, fuels and lubricants, etc...)
- Energy and Water Efficient Products and Processes (e.g. solar applications, energy efficient lighting, energy star appliances, water saving devices, vehicles and motorized equipment, etc...)
- Natural Resource and Landscaping Management (e.g. integrated pest and vegetation management, drought tolerant/indigence plants and shrubs, recycled mulches and natural composts, etc...)
- Renewable Products (e.g. FSC certified forests products, renewable energy resources, etc...)
- Disposal and Pollution Reduction (e.g. integrated waste management, duplex copies, reusable holiday trees, recycling programs for used ceiling tiles and flooring materials, etc...)
- Packaging (e.g. bulk packaging, reusable boxes, recycled packing materials, shipping pallets, etc...)
- Green Building Program (e.g. using recycled products in the construction and renovation, disposal of building materials in an environmentally sensitive manner, designing and renovating for energy and resource conservation)

The Committee is aware that the evaluation and implementation phases of the project will require changes in awareness, behaviors, practices and operating procedures. To the extent possible, it is the Committee's intention to have a participative process as it researches evaluates and implements the policy recommendations. It is also the Committee's intention to meet annually after implementation to monitor and evaluate the Municipality of Princeton progress in this area.

### **1.4 SPECIFICATIONS**

#### **1.4.1 Source Reduction**

- \* To the extent practicable the Municipality of Princeton shall institute practices that reduce waste and result in the purchase of fewer products whenever practicable and cost-effective, but without reducing safety or overall workplace quality.



## **1.0 ENVIRONMENTALLY PREFERABLE PURCHASING (GREEN PURCHASING) (CONTINUED)**

### **1.4 SPECIFICATIONS (CONTINUED)**

#### **1.4.1 Source Reduction (Continued)**

- \* To the extent practicable the Municipality of Princeton shall purchase remanufactured products such as toner/printer cartridges, furniture, equipment and automotive parts whenever practicable, but without reducing safety, quality or effectiveness.
- \* To the extent practicable the Municipality of Princeton shall require all equipment bought after the adoption of this policy to be compatible with source reduction goals as referred to in the policy, when and where practicable.
- \* All buyers shall consider short-term and long-term costs in comparing product alternatives, when feasible. This includes the evaluation of the total costs expected during the lifetime of the product, including, but not limited to, acquisition, extended warranties, operation, supplies, maintenance, disposal costs and expected lifetime compared to other alternatives.
- \* Products that are durable, long lasting, reusable or refillable shall be preferred whenever available and practicable.
- \* To the extent practicable the Municipality of Princeton requests vendors to eliminate excess packaging or to utilize the minimum amount necessary for product protection, to the greatest extent practicable.
- \* Packaging that is reusable, recyclable or compostable shall be preferred, when suitable uses and programs readily exist.
- \* Vendors shall be encouraged to take back and reuse wooden pallets and other shipping and packaging materials when and where practicable.
- \* Suppliers of electronic equipment, including but not limited to computers, monitors, printers, fax machines and photocopiers, shall be required to take back the equipment for reuse or environmentally safe recycling when the Municipality of Princeton discards or replaces such equipment, whenever and where practicable.
- \* To the extent practicable the Municipality of Princeton shall consider provisions in contracts with suppliers of non-electronic equipment that require suppliers to take back equipment for reuse or environmentally safe recycling when the of Princeton discards or replaces such equipment, whenever practicable.
- \* All documents shall be printed and photocopied on both sides (duplex) to reduce the use and purchase of photocopy paper, whenever and where practicable.

#### **1.4.2 Recycled Content Products**

- \* Photocopiers and printers purchased or leased by the Municipality of Princeton shall be compatible with the use of recycled content and remanufactured products.

## **1.0 ENVIRONMENTALLY PREFERABLE PURCHASING (GREEN PURCHASING) (CONTINUED)**

### **1.4 SPECIFICATIONS (CONTINUED)**

#### **1.4.2 Recycled Content Products (Continued)**

- \* All products for which the United States Environmental Protection Agency (U.S. EPA) has established minimum recycled content standard guidelines in the Agency's Comprehensive Procurement Guidelines, such as those for printing paper, photocopy paper, janitorial paper products, construction, landscaping, parks and recreation, transportation, vehicles, miscellaneous and non-paper office products, shall contain the highest postconsumer content practicable to the application, but no less than the minimum recycled content standards established by the U.S. EPA Guidelines.
- \* To the extent practicable, the Municipality of Princeton shall purchase re-refined lubricating and industrial oil for use in its vehicles and other motorized equipment, as long as it is certified by the American Petroleum Institute (API) as appropriate for use in such equipment.
- \* When specifying asphalt concrete, aggregate base or Portland Cement Concrete for road construction projects, the Municipality of Princeton shall utilize recycled, reusable or reground materials and that meet New Jersey Department of Transportation specifications when and where practicable.
- \* To the extent practicable the Municipality of Princeton shall specify and purchase recycled content transportation products, including signs, traffic cones, parking stops, delineators, channelizers and barricades, which shall contain the highest postconsumer content practicable, but no less than the minimum recycled content standards established by the U.S. EPA Comprehensive Procurement Guidelines.
- \* Business cards intended for distribution that are purchased or produced shall contain a statement that the paper is recycled content. Whenever feasible, the statement should indicate the percentage of postconsumer recycled content that the cards contain.

#### **1.4.3 Energy and Water Savings**

- \* Where applicable, energy-efficient equipment shall be purchased with the most up-to-date energy efficiency functions. This includes, but is not limited to, high efficiency space heating systems and high efficiency space cooling equipment.

When practicable, the Municipality of Princeton shall install motion, occupancy, and photo sensor lighting controls for interior and exterior lighting.

When practicable, the Municipality of Princeton shall replace inefficient interior lighting with energy-efficient equipment and bulbs.



## **1.0 ENVIRONMENTALLY PREFERABLE PURCHASING (GREEN PURCHASING) (CONTINUED)**

### **1.4 SPECIFICATIONS (CONTINUED)**

#### **1.4.3 Energy and Water Savings (Continued)**

- \* When practicable, the Municipality of Princeton shall replace inefficient exterior lighting, street lighting and traffic signal lights with energy-efficient equipment and bulbs. Exterior lighting shall be minimized when and where possible to avoid unnecessary lighting of architectural and landscape features while providing adequate illumination for safety and accessibility.
- \* All products purchased by the Municipality of Princeton and for which the U.S. EPA Energy Star certification is available shall meet Energy Star certification, when practicable and available. When Energy Star labels are not available, Municipality of Princeton shall choose energy-efficient products that are in the upper 25% of energy efficiency as designated by the Federal Energy Management Program.
- \* To the extent practicable the Municipality of Princeton shall purchase water-saving/conservation products. This includes, but is not limited to, high-performance fixtures such as toilets, low-flow faucets and aerators, and upgraded landscape irrigation systems.

#### **1.4.4 Green Buildings and LEED IM Ratings**

All building and major renovations undertaken by the Municipality of Princeton shall follow Green Building Practices for design, construction, and operation, where appropriate and practicable, as described in the LEED IM Rating System. Architects and engineers for procured for said work shall be required to have LEED certified members on their staff assigned to the project when and where practicable.

#### **1.4.5 Landscaping and Hardscaping**

All landscape renovations, construction and maintenance performed by the Municipality of Princeton, including workers and contractors providing landscaping services for the Municipality of Princeton, shall employ sustainable landscape management techniques for design, construction and maintenance whenever and where possible, including, but not limited to, integrated pest management (IPM), grass recycling, drip irrigation, composting, and the procurement and use of mulch and compost that give preference to those products produced from regionally generated plant debris and/or food and sludge waste programs.

All landscape renovations, construction and maintenance performed by the Municipality of Princeton, including workers and contractors providing landscaping services for the Municipality of Princeton, shall refer to the New Jersey Invasive Species Strike Team Do Not Plant List and avoid purchasing and planting species named on the list.

Plants should be selected to minimize waste by choosing species for purchase that are appropriate to the microclimate, species that can grow to their natural size in the space allotted to them, and perennials rather than annuals for color variations should be utilized. Native and drought-tolerant plants that require no or minimal watering once established are preferred over others when and where

**1.0 ENVIRONMENTALLY PREFERABLE PURCHASING (GREEN PURCHASING)  
(CONTINUED)**

**1.4 SPECIFICATIONS (CONTINUED)**

**1.4.5 Landscaping and Hardscaping (Continued)**

practicable.

Hardscapes and landscape structures constructed of recycled content materials are encouraged to be utilized. The Municipality of Princeton shall limit the amount of impervious surfaces in the landscape, when and where practicable. Permeable substitutes, such as permeable asphalt or pavers, are encouraged for walkways, patios and driveways.

**1.4.6 Toxics and Pollution**

To the extent practicable, the Municipality of Princeton shall purchase, or require janitorial contractors to supply, industrial and institutional cleaning products that meet and/or exceed the Green Seal Certification Standards for environmental preferability and performance.

To the extent practicable, the Municipality of Princeton shall purchase, or require janitorial contractors to supply, vacuum cleaners that meet the requirements of the Carpet and Rug Institute "Green Label" Testing Program — Vacuum Cleaner Criteria, are capable of capturing 96% of particulates 0.3 microns in size, and operate with a sound level less than 70dBA. Where possible and as applicable, other janitorial cleaning equipment shall be capable of capturing fine particulates, removing sufficient moisture so as to dry within twenty-four (24) hours, operate with a sound level less than 70dBA, and use high-efficiency, low-emissions engines.

The use of chlorofluorocarbon, Halon and Freon containing refrigerants, solvents and other products shall be phased out and new purchases of heating/ventilating/air conditioning, refrigeration, insulation and fire suppression systems shall not contain them.

All surfactants and detergents shall be readily biodegradable and, where practicable, shall not contain phosphates.

When maintaining buildings and landscapes, Municipality of Princeton shall manage pest problems through prevention and physical, mechanical and biological controls. The Municipality of Princeton may either adopt and implement an organic pest management policy and practices or adopt and implement an Integrated Pest Management (IPM) policy and practices using the least toxic pest control method as a last resort.

When maintaining buildings, the Municipality of Princeton shall utilize products with the lowest amount of volatile organic compounds (VOCs), highest recycled content, and low or no formaldehyde or lead when practicable when purchasing materials such as paint, carpeting, flooring materials, adhesives, furniture, filing cabinetry, ceiling tiles, coving, moldings and casework.



## **1.0 ENVIRONMENTALLY PREFERABLE PURCHASING (GREEN PURCHASING) (CONTINUED)**

### **1.4 SPECIFICATIONS (CONTINUED)**

#### **1.4.6 Toxics and Pollution (Continued)**

To the extent practicable, the Municipality of Princeton shall reduce or eliminate its use of products that contribute to the formation of dioxins and furans. This includes, but is not limited to:

- Photocopier paper, paper products, and janitorial paper products that are unbleached or that are processed without chlorine or chlorine derivatives, whenever and where possible and that possess a minimum of thirty (30%) percent recycled postconsumer waste content.
- Prohibiting purchase of products that use halogens, polyvinyl chloride (PVC), lead, phthalates and asbestos such as, but not limited to, office binders, chair/floor mats, casework, moldings, furniture, carpeting, flooring materials, ceiling tiles and medical supplies whenever and where practicable.

To the extent practicable, the Municipality of Princeton shall purchase products and equipment with no lead or mercury whenever possible. For products that contain lead or mercury, Municipality of Princeton shall give preference to those products with lower quantities of these metals and to vendors with established lead and mercury recovery programs.

To the extent practicable, the Municipality of Princeton shall specify that desktop computers, notebooks and monitors purchased shall meet, at a minimum, all Electronic Product Environmental Assessment Tool (EPEAT) environmental criteria designated as "required" as contained in the IEEE 1680 Standard for the Environmental Assessment of Personal Computer Products, whenever practicable.

When replacing vehicles, the Municipality of Princeton shall consider less-polluting alternatives to diesel such as bio-based fuels, hybrids, electric batteries, and fuel cells, as may be available for the application.

#### **1.4.7 Forest Conservation**

To the extent practicable, the Municipality of Princeton shall not procure wood products such as lumber and paper that originate from forests harvested in an environmentally unsustainable manner. When possible, Municipality of Princeton shall give preference to wood products that are certified to be sustainably harvested by a comprehensive, performance-based certification system. The certification system shall include independent third-party audits, with standards equivalent to, or stricter than, those of the Forest Stewardship Council (FSC) certification.

To the extent practicable, the Municipality of Princeton encourages the purchase or use of previously utilized and/or salvaged wood and wood products whenever practicable and where available.

#### **1.4.8 Bio-Based Products**

Vehicle fuels made from non-wood, plant-based contents such as vegetable oils are encouraged whenever practicable and available.

Paper and construction products made from non-wood, plant-based contents such as agricultural crops and residues are encouraged whenever practicable.

## **1.0 ENVIRONMENTALLY PREFERABLE PURCHASING (GREEN PURCHASING) (CONTINUED)**

### **1.4 SPECIFICATIONS (CONTINUED)**

#### **1.4.8 Bio-Based Products (Continued)**

Bio-based plastic products that are biodegradable and compostable, such as bags, film, food and beverage containers, and cutlery, are encouraged whenever practicable.

Compostable plastic products purchased shall meet American Society for Testing and Materials (ASTM) standards as found in ASTM D6400-04. Biodegradable plastics used as coatings on paper and other compostable substrates shall meet ASTM D6868-03 standards.

Proof of compliance with ASTM standards for compostable, biodegradable and degradable plastic products shall be provided by vendors of such products, upon request. One acceptable proof of compliance for compostable plastic products shall be the certification by the Biodegradable Products Institute (BPI).

### **1.5 PRIORITIES**

The health and safety of workers and citizens is of the utmost importance and takes precedence over all other policies and practices.

To the extent practicable, the Municipality of Princeton has made significant investments in developing a successful recycling system and recognizes that recycled content products are essential to the continuing viability of that recycling system and for the foundation of an environmentally sound production system. Therefore, to the greatest extent practicable, recycled content shall be included in products that also meet other specifications, such as chlorine free or bio-based.

Nothing contained in this policy shall be construed as requiring a department, purchaser or contractor to procure products that do not perform adequately for their intended use, exclude adequate competition, or are not available at a reasonable price in a reasonable period of time.

Nothing contained in this policy shall be construed as requiring the Municipality of Princeton, department, purchaser or contractor to take any action that conflicts with local, state or federal requirements.

### **1.6 IMPLEMENTATION OF THE POLICY**

The Municipal Administrator, Purchasing Agent, Chief Financial Officer, Director of Infrastructure and Operations and other responsible managers shall implement this policy in coordination with other appropriate Municipality of Princeton personnel.

As applicable, successful bidders shall certify in writing that the environmental attributes claimed in competitive bids are accurate. In compliance with New Jersey State Law, vendors shall be required to specify the minimum or actual percentage of recovered and postconsumer material in their products, even when such percentages are zero.

Upon request, buyers making the selection from competitive bids shall provide justification for product choices that do not meet the environmentally preferable purchasing criteria in this policy.

Vendors, contractors and grantees shall be encouraged to comply with applicable sections of this policy for products and services provided to the Municipality of Princeton.



## **1.0 ENVIRONMENTALLY PREFERABLE PURCHASING (GREEN PURCHASING) (CONTINUED)**

### **1.7 PROGRAM EVALUATION**

The Municipal Administrator, Purchasing Agent, Chief Financial Officer, Director of Infrastructure and Operations, the "Green Team" Committee and other positions responsible for implementing this policy, shall periodically meet and evaluate the success of this policy's implementation.

### **1.8 DEFINITIONS**

"American Society for Testing and Materials" means ASTM International, an open forum for the development of high quality, market relevant international standards use around the globe.

"Bio-Based Products" means commercial or industrial products (other than food or feed) that utilize agricultural crops or residues but does not include products made from forestry materials.

"Biodegradable Plastic" means the degradation of the plastic must occur as a result of the action of naturally occurring microorganisms.

"Biodegradable Products Institute" (BPI) is a multi-stakeholder association of key individuals and groups from government, industry and academia, which promotes the use, and recycling of biodegradable polymeric materials (via composting). BPI does not create standards but certifies products that demonstrate they meet the requirements in ASTM D6400 or D6868, based on testing in an approved laboratory.

"Buyer" means anyone authorized to purchase or contract for purchases on behalf of the Municipality of Princeton or its subdivisions.

"The Carpet and Rug Institute" (CRI) is the national trade association representing the carpet and rug industry. CRI has developed and administered the "Green Label" indoor air quality testing and labeling program for carpet, adhesives, cushion materials and vacuum cleaners.

"Chlorine Free" means products processed without chlorine or chlorine derivatives.

"Compostable Plastic" means plastic that is biodegradable during composting to yield carbon dioxide, water and inorganic compounds and biomass, at a rate consistent with other known compostable materials and leaves no visually distinguishable or toxic residues.

"Contractor" means any person, group of persons, business, consultant, designing architect, association, partnership, corporation, supplier, vendor or other entity that has a contract with the Municipality of Princeton or serves in a subcontracting capacity with the Municipality of Princeton or with an entity having a contract with Municipality of Princeton for the provision of any goods or services.

"Degradable Plastic" means plastic that undergoes significant changes in its chemical structure under specific environmental conditions.

"Dioxins and Furans" are a group of chemical compounds that are classified as persistent, bioaccumulative, and toxic by the U.S. Environmental Protection Agency (EPA).

## **1.0 ENVIRONMENTALLY PREFERABLE PURCHASING (GREEN PURCHASING) (CONTINUED)**

### **1.8 DEFINITIONS (CONTINUED)**

"Energy Star" means the U.S. EPA's energy efficiency product labeling program.

"Energy Efficient Product" means a product that is in the upper twenty-five (25%) percent of energy efficiency for all similar products, or that is at least ten (10%) percent more efficient than the minimum level that meets Federal standards and guidelines.

"Electronic Product Environmental Assessment Tool" (EPEAT) is a procurement tool to help institutional purchasers in the public and private sectors evaluate, compare and select desktop computers, notebooks and monitors based on their environmental attributes.

"Federal Energy Management Program" is a program of the Department of Energy that issues a series of Product Energy Efficiency Recommendations that identify recommended efficiency levels for energy-using products.

"Forest Stewardship Council" (FSC) is a global organization that certifies responsible, on-the-ground forest management according to rigorous standards developed by a broad variety of stakeholder groups.

"Green Building Practices" means a whole-systems approach to the design, construction, and operation of buildings and structures that helps mitigate the environmental, economic, and social impacts of construction, demolition, and renovation. Green Building Practices such as those described in the LEED IM Rating System, recognize the relationship between natural and built environments and seeks to minimize the use of energy, water, and other natural resources and provide a healthy productive environment.

"Green Seal" is an independent, non-profit environmental labeling organization. Green Seal standards for products and services meet the U.S. EPA's criteria for third-party certifiers. The Green Seal is a registered certification mark that may appear only on certified products.

"Integrated Pest Management (IPM)" is an ecosystem-based strategy that focuses on long-term prevention of pests or their damage through a combination of techniques such as biological control, habitat manipulation, modification of cultural practices, and use of resistant varieties. Pesticides are used only after monitoring indicates they are needed according to established guidelines, and treatments are made with the goal of removing only the target organism. Pest control materials are selected and applied in a manner that minimizes risks to human health, beneficial and non-target organisms, and the environment.

"LEED IM Rating System" means the most recent version of the Leadership in Energy and Environmental Design (LEED™) Commercial Green Building Rating System, or other related LEED IM Rating System, approved by the U.S. Green Building Council and designed for rating new and existing commercial, institutional, and high-rise residential buildings.

"New Jersey Invasive Species Strike Team's Do Not Plant List" means the list of plant species that was included in the Municipality of Princeton's Resolution 16-364: Resolution Recommending Invasive Species Do Not Plant List, that are nonnative (or alien) to the ecosystem and whose introduction causes or is likely to cause economic or environmental harm such as reduction of native biodiversity in reduced ecosystem stability, resilience, and carrying capacity.



## **1.0 ENVIRONMENTALLY PREFERABLE PURCHASING (GREEN PURCHASING) (CONTINUED)**

### **1.8 DEFINITIONS (CONTINUED)**

"Organic Pest Management" prohibits the use and application of toxic chemical pesticides and strives to prevent pest problems through the application of natural, organic horticultural and maintenance practices. All pest control products shall be in keeping with, but not limited to, those products on the approved list of New Jersey Certified Organic Foods (NJOF).

"Postconsumer Material" means a finished material which would normally be disposed of as a solid waste, having reached its intended end-use and completed its life cycle as a consumer item, and does not include manufacturing or converting wastes.

"Practical" and "Practicable" mean whenever possible and compatible with local, state and federal law, without reducing safety, quality, or effectiveness and where the product or service is available at a reasonable cost in a reasonable period of time.

"Preconsumer Material" means material or by-products generated after manufacture of a product is completed but before the product reaches the end-use consumer. Preconsumer material does not include mill and manufacturing trim, scrap or broke which is generated at a manufacturing site and commonly reused on-site in the same or another manufacturing process.

"Recovered Material" means fragments of products or finished products of a manufacturing process, which has converted a resource into a commodity of real economic value, and includes pre-consumer and postconsumer material but does not include excess resources of the manufacturing process.

"Recycled Content" means the percentage of recovered material, including pre-consumer and postconsumer materials, in a product.

"Recycled Content Standard" means the minimum level of recovered material and/or postconsumer material necessary for products to qualify as "recycled products."

"Recycled Product" means a product that meets Municipality of Princeton recycled content policy objectives for postconsumer and recovered material.

"Remanufactured Product" means any product diverted from the supply of discarded materials by refurbishing and marketing said product without substantial change to its original form.

"Reused Product" means any product designed to be used many times for the same or other purposes without additional processing except for specific requirements such as cleaning, painting or minor repairs.

"Source Reduction" refers to products that result in a net reduction in the generation of waste compared to their previous or alternate version and includes durable, reusable and remanufactured products; products with no, or reduced, toxic constituents; and products marketed with no, or reduced packaging.

"U.S. EPA Guidelines" means the Comprehensive Procurement Guidelines established by the U.S. Environmental Protection Agency for federal agency purchases as of May 2002 and any subsequent versions adopted.

**1.0 ENVIRONMENTALLY PREFERABLE PURCHASING (GREEN PURCHASING)  
(CONTINUED)**

**1.8 DEFINITIONS (CONTINUED)**

"Water-Saving Products" are those that are in the upper twenty-five (25%) percent of water conservation for all similar products, or at least ten (10%) percent more water-conserving than the minimum level that meets the Federal standards.