July 9, 2020

The Acting Mayor and Common Council convened in open session via teleconference in the Municipal Building at 215 Stiger Street, Hackettstown, New Jerseyat 7:00 PM on July 9, 2020. The special meeting opened with a salute to the Flag.

Acting Mayor DiMaio announced that adequate notice of the time, place and manner of this remote public Council meeting, being conducted via teleconference, including the means by which the public may observe and participate, has been provided in accordance with the Open Public Meetings Act by:

1. posting said notice on the municipal building bulletin board and front window of the

Municipal Building;

(2) emailing said notice to the press and all others who have requested it;

(3) posting on the official Town website; and

(4) transmission to residents via nixel notification.

Roll Call Vote: Present – Councilpersons DiMaio, Engelau, Kunz, Meichsner and Tynan

Absent – Mayor DiGiovanni and Councilperson Sheldon

Motion as made (Engelau) and seconded (Tynan) to approve the minutes of the regular meeting held on June 25, 2020 as submitted.

Roll Call Vote: Yes – DiMaio, Engelau, Kunz, Meichsner and Tynan

Acting Mayor DiMaio opened the public hearing on ordinance #2020-03 entitled, AN ORDINANCE OF THE TOWN OF HACKETTSTOWN AMENDING SCHEDULE XV OF CHAPTER 13 (ENTITLED “TRAFFIC AND PARKING”) OF THE TOWN ORDINANCES ESTABLISHING RESTRICTED HANDICAP PARKING ON MADISON STREET, which was introduced and passed on first reading on June 11, 2020, and offered a copy of the ordinance to anyone who desired a copy. The title of the ordinance was read aloud and the Town Attorney explained the contents and purpose of the ordinance. The Town Clerk stated that the ordinance and the Notice of Hearing were duly published in the Daily Record; and posted on the bulletin board in the lobby of the Municipal Building, and that copies of the ordinance were made available to members of the general public who requested such copies.

There being no comment from the public, Acting Mayor DiMaio closed the public hearing and discussion returned to Council.

Motion was made (Engelau) and seconded (Meichsner) that ordinance 2020-03 entitled, AN ORDINANCE OF THE TOWN OF HACKETTSTOWN AMENDING SCHEDULE XV OF CHAPTER 13 (ENTITLED “TRAFFIC AND PARKING”) OF THE TOWN ORDINANCES ESTABLISHING RESTRICTED HANDICAP PARKING ON MADISON STREET, be adopted on second and final reading and that Notice of Final Adoption be published.

Roll Call Vote: Yes – DiMaio, Engelau, Kunz, Meichsner and Tynan

Motion was made (Kunz) and seconded (Engelau) to adopt the following resolution:

Resolution

**WHEREAS,** in accordance with the regulations of COAH pursuant to N.J.A.C. 5:93-1, *et seq.,* and the New Jersey Uniform Housing Affordability Controls pursuant to N.J.A.C. 5:80- 26.t, *et seq.,* the Town of Hackettstown is required to adopt by resolution an Affirmative Marketing Plan to ensure that all affordable housing units created, including those created by the rehabilitation of rental housing units within the To\Yll of Hackettstown, are affirmatively marketed to low and moderate income households, particularly those living and/or working within Housing Region 4, the COAH Housing Region encompassing the Town of Hackettstown.

**NOW, THEREFORE, BE IT RESOLVED,** that the Mayor and Council of the Town of Hackettstown, County of Warren, State of New Jersey, do hereby adopt the following Affirmative

July 9, 2020 (continued)

Marketing Plan:

# Affirmative Marketing Plan

1. All affordable housing units in the Town of Hackettstown shall be marketed in accordance with the provisions herein unless otherwise provided in COAH's Rules at

N.J.A.C. 5:93-1, *et seq.*

1. The Town of Hackettstown has a Prior Round obligation and a Third Round obligation. This Affirmative Marketing Plan shall apply to all developments that contain or will contain low- and moderate-income units, including those that are part of the Town's current Housing Element and Fair Share Plan and those that may be constructed in future developments not yet anticipated by the Housing Element and Fair Share Plan. This Affirmative Marketing Plan shall also apply to any rehabilitated rental units that are vacated and re-rented during the applicable period of controls for rehabilitated rental units.
2. The Affirmative Marketing Plan shall be implemented by the Administrative Agent under contract to the Town of Hackettstown. All of the costs of advertising and affirmatively marketing affordable housing units shall be borne by the developer/seller/owner of the affordable unit(s).
3. In implementing the Affirmative Marketing Plan, the Administrative Agent, acting on behalf of the Town of Hackettstown, shall undertake all of the following strategies:
   1. Publication of one advertisement in a newspaper of general circulation within the housing region.
   2. Broadcast of one advertisement by a radio or television station broadcasting throughout the housing region.
   3. At least one additional regional marketing strategy using one of the other sources listed below.
4. The Affirmative Marketing Plan is a regional marketing strategy designed to attract buyers and/or renters of all majority and minority groups, regardless of race, creed, color, national origin, ancestry, marital or familial status, gender, affectional or sexual orientation, disability, age or number of children to housing units which are being marketed by a developer or sponsor of affordable housing. The Affinnative Marketing Plan is also intended to target those potentially eligible persons who are least likely to apply for affordable units in that region. It is a continuing program that directs all marketing activities toward the COAH Housing Region in which the municipality is located and covers the entire period of the deed restriction for each restricted housing unit. The Town of Hackettstown is located in COAH Housing Region 4, consisting of Warren, Ocean, and Mercer Counties.
5. The Affirmative Marketing Plan is a continuing program intended to be followed throughout the entire period of restrictions and shall meet the following requirements:
   1. All newspaper articles, announcements and requests for applications for low- and moderate-income units shall appear in the Warren Reporter and the Daily Record.
   2. The primary marketing shall take the fonn of at least one press release and a paid display advertisement in the above newspapers once a week for four consecutive weeks. Additional advertising and publicity shall be on an "as needed" basis. The developer/owner shall disseminate all public service announcements and pay for display advertisements. The developer/owner shall provide proof of publication to the Town's Administrative Agent. All press releases and advertisements shall be approved in advance by the Town's Administrative Agent.
   3. The advertisement shall include a description of the:
      1. Location of the units;
      2. Direction to the units;

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* + 1. Range of prices for the units;

d., Size, as measured in bedrooms, of units;

1. Maximum income permitted to qualify for the units;
2. Location of applications;
3. Business hours when interested households may obtain an application; and
4. Application fees.
   1. Newspaper articles, announcements and information on where to request applications for low- and moderate-income housing shall appear at least once a week for four consecutive weeks in at least three locally oriented weekly newspapers within the region, one of which shall be circulated primarily in Warren County and the other two of which shall be circulated primarily outside of Warren County but within the housing region.
   2. Four or more regional cable television stations or regional radio stations shall be used during the first month of advertising.
5. Applications, brochure(s), sign{s) and/or poster(s) used as part of the affirmative marketing program shall be available/posted in the following locations:

I. Hackettstown Town Municipal Building.

1. Hackettstown Public Library.
2. Hackettstown Town Web Site.
3. Developer's Sales/Rental Office.
4. Warren County Administration Building.
5. Warren County Library (and branches).

Applications shall be mailed by the Administrative Agent to prospective applicants upon request. Also, applications shall be available at the developer's sales/rental office and shall be mailed to prospective applicants upon request.

1. The Administrative Agent shall develop, maintain and update a list of community contact person(s) and/or organizations(s) in Essex, Morris, Union and Warren Counties that will aid in the affirmative marketing program with particular emphasis on contacts that will reach out to groups that are least likely to apply for housing within the region, including major regional employers.
2. . Quarterly informational circulars and applications shall be sent to the administrators of each of the following agencies in the counties of Essex, Morris, Union and Warren:
   1. Welfare or Social Service Board (via the Director)
   2. Rental Assistance Office (local office of DCA)
   3. County Office on Aging
3. Quarterly informational circulars and applications shall be sent to the chief personnel administrators of all of the major employers within the region, as follows:

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| --- | --- |
| Employer Outreach (names of employers throughout the housing region that can be contacted to post advertisements and distribute flyers regarding available affordable housing) | |
|  | |
| **Essex County** | |
| Continental Airlines | 1 Newark Airport, Newark, NJ |
| Horizon Blue Cross & Blue Shield of NJ | 3 Raymond Plz W Newark, NJ 07102 |
| Newark Liberty International Airport | Newark Airport, Newark, NJ |
| Prudential Financial, Inc. | 751 Broad St Newark, NJ 07102 |
| Prudential Insurance | 751 Broad Street, Newark, NJ 07102-3777 |
| Public Service Enterprise Group | 80 Park Plz Newark, NJ 07102 |
| University of Medicine/Dentistry | Office of Marketing & Media Relations  150 Bergen Street Room D347 Newark. NJ 07103 |
| Verizon Communications | 540 Broad St Newark, NJ 07102 |
|  | |
| **Morris** County | |
| AT&T | 295 N Maple Ave, Basking Ridge, NJ and 180 Park Ave, Florham Park. NJ |
| Atlantic Health System- Morristown Memorial Hospital | I 00 Madison Avenue Morristown, NJ 07962 |
| Honeywell | 101 Columbia Rd Morristown, NJ 07960 |
| Kraft foods | 200 Deforest Ave, East Hanover, NJ and 7 Campus Dr, Parsiooanv. NJ |
| Lucent Technologies | 67 Whippany Rd, Whippany, NJ and 475 South St, Morristown, NJ and *5* Wood Hollow Rd, Parsippany, NJ and 24 Mountain Ave. Mendham. NJ |
| Mennen Sports Arena | 161 E Hanover Ave, Morristown, NJ |
| Novartis Pharmaceutical | *59* State Route 10, East Hanover, NJ |
| Pfizer | Morris Plains/Parsippany |
| Pfizer | *5* Woodhollow Rd, Parsippany and 175 Tabor Rd, Morris Plains |
| St. Clare's Hospital | 130 Powerville Road Boonton Township, NJ 07005 and 25 Pocono Road Denville, NJ 07834 and 400 West Blackwell Street Dover, NJ 07801 and 3219 Route 46 East, Suite 110  Parsippany, NJ 07054 |
| US Army Armament R&D | 21 Picatinny Arsenal, Picatinny Arsnl, NJ |
|  | |
| **Union** County | |
| A&M Industrial Supply Co | 1414 Campbell St Rahway |
| A.J. Seabra inc, | 574 Ferry St Newark |
| Bristol-myers Products Research & Dev | 1350 Liverty Ave Hillside |
| Cede Candy Inc | 1091 Lousons Road PO Box 271 Union, NJ |
| Comcast Network | 800 Rahway Ave Union, NJ |
| HoneyWell Inc. | 1515 West Blancke Street Bldgs 1501 and 1525 Linden, NJ |
| Howard Press | 450 West First Ave Roselle,nj |
| IBM Corporation | 27 Commerce Drive Cranford, nj |
| Lucent Technologies | 600 Mountain Ave Murray Hill.NJ |
| Merck & Co. Inc | 1 Merck Drive PO Box 2000 (RY60-200E) Rahway, NJ |
| Rahway Hospital | 865 Stone Street Rahway, NJ |

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| --- | --- |
| Rotuba Extruders, Inc | 1401 Park Ave South Linden |
| Union County College | I033 Springfield Ave Cranford, NJ |
|  | |
| **Warren County** | |
| Hackettstown Hospital | 651 Willow Grove St. Hackettstown, NJ |
| Lopatcong Care Center | 390 Red School Lane Phillipsburg, NJ |
| Mallinckrodt/Baker, Inc | 222 Red School Lane Phillipsburg, NJ |
| Masterfoods USA | 800 High Street Hackettstown, NJ |
| Pechiney | 191 Route 31 North Washington, NJ |
| Roche Vitamins | 206 Roche Drive Belvidere, NJ |
| ShopRite of Greenwich | 1207 US-22, Phillipsbur . NJ 08865 |
| Stop&Shop | 1278 US-22, Phillipsburg, NJ 08865 |
| Warren Hospital | 185 Roseberry St Phillipsburg, NJ |

1. Specific notification of the availability of affordable housing units in Hackettstown shall be provided to the following entities:
   1. Fair Share Housing Center (510 Park Boulevard, Cherry Hill, NJ 08002)
   2. New Jersey State Conference of the NAACP, Latino Action Network (P.O. Box 943, Freehold, NJ 07728
   3. East Orange NAACP (P.O. Box 127, East Orange, NJ 07019)
   4. Newark NAACP (P.O. Box 1262, Newark, NJ 07101
   5. Morris County NAACP (P.O. Box 2256, Morristown, NJ 07962)
   6. Elizabeth NAACP (P.O. Box 6732, Elizabeth, NJ 07206)
2. The following is a listing of community contact person(s) and/or organizations in Essex, Morris, Union and Warren Counties that will aid in the affirmative marketing program and provide guidance and counseling services to prospective occupants of very low-, low and moderate-income units:
   1. Central Jersey Housing Resource Center, 600 First Avenue, Suite 3, Raritan, NJ 08869
   2. Northwest New Jersey Community Action Program, Inc. (NORWESCAP), 350 Marshall Street, Phillipsburg, NJ 08865

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1. A random selection method to select occupants of low- and moderate-income housing will be used by the Administrative Agent, in conformance with N.J.A.C. 5:80-26.16 (I). The Affirmative Marketing Plan shall provide a regional preference for all households that live and/or work in COAH Housing Region 2 comprised of Essex, Morris, Union and Warren Counties.
2. The Administrative Agent shall administer the Affirmative Marketing Plan. The Administrative Agent has the responsibility to income qualify low and moderate income

households; to place income eligible households in low and moderate income units upon initial occupancy; to provide for the initial occupancy of low and moderate income units with income qualified households ; to continue to qualify households for re-occupancy of units as they become vacant during the period of affordability controls; to assist with outreach to low and moderate income households; and to enforce the terms of the deed restriction and mortgage loan as per N.J.A.C 5:80-26-1, *et seq.*

1. The Administrative Agent shall provide or direct qualified low- and moderate-income applicants to counseling services on subjects such as budgeting, credit issues, mortgage qualifications, rental lease requirements and landlord/tenant Jaw and shall develop, maintain and update a list of entities and lenders willing and able to perform such services.
2. All developers /owners of low- and moderate-income housing units shall be required to undertake and pay the costs of the marketing of the affordable units in their respective developments, subject to the direction and supervision of the Administrative Agent.
3. The implementation of the Affirmative Marketing Plan for a development that includes affordable housing shall commence at least 120 days before the issuance of either a temporary or permanent certificate of occupancy. The implementation of the Affirmative Marketing Plan shall continue until all very low-, low- and moderate-income housing units are initially occupied and for as long as the affordable units remain deed restricted such that qualifying new tenants and/or purchasers continues to be necessary.

0. The Administrative Agent shall provide the Affordable Housing Liaison with the information required to comply with monitoring and reporting requirements pursuant to N.J.A.C.5:80-26-1 , *et seq.*

Roll Call Vote: Yes – DiMaio, Engelau, Kunz, Meichsner and Tynan

Motion was made (Engelau) and seconded (Meichsner) to approve check register #2020-12 in the amount of $2,652,146.38.

Roll Call vote: Yes – DiMaio, Engelau, Kunz, Meichsner and Tynan

Acting Mayor DiMaio asked if anyone from the public would like to speak at this time.

Kevin O’Neil, 533 Grand Avenue, requested approval to allow Elizabethtown Gas Company to open Grand Avenue to install natural gas service.

Diane Munson, owner of 307-309 Grand Avenue, spoke about the property conditions at 311 Grand Avenue.

Vicki Bud, 301 First Street, spoke about a violation letter she received from the Zoning Official regarding zoning violations on her property.

Motion was made (Kunz) and seconded (Engelau) to approve the street opening request from Kevin O’Neil for Elizabethtown Gas Company to open Grand Avenue for natural gas service.

Motion was made (Kunz) and seconded (Engelau) to adopt the following resolution:

July 9, 2020 (continued)

Resolution

WHEREAS, county governments have led the way on the front lines and played a vital role in providing essential services and protecting the public health, safety and welfare of residents across the Garden State during this once in a generation pandemic; and

WHEREAS, county governments have incurred substantial costs in responding to the COVID-19 public health crisis by operating test centers, purchasing and distributing personal protective equipment, hiring public nurses implementing mitigation measures, disinfecting county facilities, sheltering homeless and at-risk individuals, managing correctional facilities, administering social services programs, conducting elections and more; and

WHEREAS, under the CARES Act, the State of New Jersey received $2.5 billion in federal CRF monies to alleviate the staggering financial burden imposed by the COVID-19 public health crisis and of which the United States Department of Treasury authorized to provide much-needed relief for local governing bodies that did not receive direct aid because their populations fell below 500,000 residents; and

WHEREAS, the Treasurer of the State of New Jersey allocated $250.0 million in CRF monies to the Local Government Relief Fund in the Department of Community Affairs (DCA) to reimburse local governing bodies for COVID-19 related expenses but has yet to release any funding while county governments continue to spend millions in limited property taxpayer dollars battling the COVID-19 public health crisis.

NOW THEREFORE BE IT RESOLVED that the Mayor and Common Council of the Town of Hackettstown urge Governor Phil Murphy to reimburse counties with populations of 500,00 residents or less with federal monies from the Coronavirus Relief Fund (CRF) under the Coronavirus Aid, Relief, and Economic Security (CARES) Act for the extraordinary expenses incurred in combating the COVID-19 public health crisis.

BE IT FURTHER RESOLVED that certified copies of this Resolution are forwarded to the Governor of the State of New Jersey Phil Murphy; the President of the New Jersey State Senate Steve Sweeney; the Speaker of the General Assembly Craig Coughlin; the congressional and the legislative delegations Warren County; the clerks of the Board of Chosen Freeholders in Atlantic, Burlington, Cape May, Cumberland, Gloucester, Hunterdon, Mercer, Morris, Salem, Somerset, Sussex and Warren Counties; the municipal clerks in each of the municipalities located within Warren County; the New Jersey State League of Municipalities; and the New Jersey Association of Counties.

Roll Call Vote: Yes – DiMaio, Engelau, Kunz, Meichsner and Tynan

Motion was made (Meichsner) and seconded (Kunz) to adjourn this meeting at 7:20 PM.

Roll Call Vote: Yes – DiMaio, Engelau, Kunz, Meichsner and Tynan

This is to certify that the This is to certify that all

ordinances and resolutions proper notices, postings and

contained herein have been filings required by the Open

approved by me in accordance Public Meetings Act (Chapter

with law. 231, P.L. 1975) were provided

for this meeting.

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Maria DiGiovanni, Mayor William Kuster, Jr., Town Clerk