

**NOTICE OF TELECONFERENCE MEETING OF THE MAYOR AND
COMMON COUNCIL OF THE TOWN OF HACKETTSTOWN.**

**Please be advised that a special teleconference meeting of the Mayor and
Common Council of the Town of Hackettstown will be held on January 14, 2021
at 7:00pm**

**While this is a teleconference meeting of the Governing Body, the public will be
able to hear and participate and provide public comments during said regular
meeting.**

**To listen, and participate in said meeting the public will be able to access the
meeting as follows:**

Join Zoom Meeting Online from your computer:

-www.zoom.com, enter meeting ID 831 4597 1301, Passcode 032038

**-From Your Phone, dial 1-929-205-6099. When prompted enter meeting
ID 831 4597 1301, when prompted enter Passcode 032038**

**You will now be connected to the meeting and will be able to hear said meeting
discussion.**

**When public comment or questions are appropriate during said meeting, the
public communication will be opened.**

**The Council Agenda to the extent known and accompanying documents shall be
posted on the Hackettstown website, www.Hackettstown.net.**

**Said meeting telecommunication will be initiated from the Hackettstown
Municipal Building, 215 West Stiger Street, Hackettstown, NJ.**

William Kuster

Town Clerk/Administrator

TOWN OF HACKETTSTOWN

MUNICIPAL BUILDING

215 STIGER STREET • HACKETTSTOWN • NEW JERSEY 07840

TEL: 908-852-3130 • FAX: 908-852-5728

AGENDA

JANUARY 14, 2021

TELECONFERENCE MEETING

Flag salute.

Mayors opening statement as required by the Open Public Meetings Act.

Roll call.

FOR CONSIDERATION:

-Mayor appoints Council Committees

Fire:

Sanitation:

Police:

Welfare:

Lighting:

Recreation:

Printing, License and Franchise:

Public Works:

Ordinance & Municipal Affairs:

Finance:

-Mayor appoints Ad Hoc Committees (If Desired)

Insurance:

Personnel & Employee Negotiating:

Rescue Squad Coordinating:

Community Development:

Board of Education Liaison:

College Liaison:

Continuation of appointments from the January 1, 2021 meeting agenda.

Mayor appoints (Council confirmation required)

Police Matrons and Crossing Guards: Joann Armstrong, Ann Bell, Kim Carvino, Carolyn Cavanagh, Patricia Crane, Cynthia Thielitz-Jones, Shirley Kuipers, Derek Owens, Dolores Reagle, Kim Smith, Judith Stone, Maureen Tice, Mariellen Tynan, Pauline Volkert.

Page 2.

-Mayor appoints (Council confirmation required)

Fire Police:

Chief: Edward Syfor

Asst. Chief: Charles Syfor

Members: Mike Palko, Jr.

Parking Authority Member

Parking Authority Member

Jessica Westgate

expiring 12/31/21

expiring 12/31/24

Alternate Construction Official:

James O'Connor

expiring 12/31/21

Alternate Building Subcode Official:

James O'Connor

expiring 12/31/21

-Mayor appoints: (Council confirmation not required)

Dep. Emergency Management Coordinator

Darren Tynan

expiring 12/31/21

Dep. Emergency Management Coordinator

Gerald DiMaio, Jr.

expiring 12/31/21

Historic Preservation Commission Clerk:

Mary Matusewicz

expiring 12/31/21

Municipal Land Use Board, Class II Member:

Steven Wolfrum

expiring 12/31/21

Municipal Land Use Board, Class I Member:

Jody Becker

expiring 12/31/21

Municipal Land Use Board, Class IV

Robert Stead

expiring 12/31/24

Municipal Land Use Board, Class IV

Corey Tierney

expiring 12/31/24

Municipal Land Use Board, Alternate #2

Eric Anthony

expiring 12/31/22

Municipal Land Use Board, Alternate #3

Thomas Graf

expiring 12/31/21

Municipal Land Use Board, Alternate #4

expiring 12/31/22

Environmental Commission Member

Steven Wolfrum

expiring 12/31/21

Mayor appoints Environmental Commission Chairperson.

Design Committee: Land Use Board Member

expiring 12/31/21

Design Committee: Land Use Board Member

expiring 12/31/21

Design Committee: Private Citizen Holding

No Other Public Office:

expiring 12/31/21

expiring 12/31/21

-Council appoints:

Municipal Land Use Board, Class III Member:

Councilperson

expiring 12/31/21

HMUA Board Member

William Kuster, Jr.

expiring 02/01/26

HMUA Board Member

expiring 02/01/22

Page 3.

-Council appoints:

Tax Search Officer
Assessment Search Officer

Patricia Noll
William Kuster, Jr.

expiring 12/31/21
expiring 12/31/21

Resolution

Be it resolved that the Chief Financial Officer be designated as the certifying agent for the Public Employee Retirement System, Police and Fire Retirement System, and the NJ Social Security Agency.

Resolution

Be it resolved that the Town Clerk/Administrator is hereby designated as certifying agent for the NJ Department of Personnel (Civil Service).

Resolution

Be it resolved that the Town Clerk/Administrator or his Deputy be designated as the official responsible for checking and verification of all delivery slips and vouchers for items payable by the Town of Hackettstown.

Resolution

Be it resolved that the Police Manual of the Town of Hackettstown, NJ, containing the rules and regulations governing the Hackettstown Police Department be readopted.

Resolution

Be it resolved that except in cases of extreme emergency, any necessary expenditure of \$7,500.00 or more, whether current budget, operating expense, or capital budget must have prior approval of the Common Council before the encumbrance of funds.

Resolution

Be it resolved that prior to the placement of any purchase order in excess of \$500.00, the Town Clerk/Administrators approval must be received.

Resolution

Whereas, NJSA 54:4-66 provides that taxes are payable in quarterly installments on the first of February, May, August and November in each year with installments becoming delinquent if not paid on or before those dates: and,

Whereas, NJSA 54:4-67 has been amended to permit the fixing of said rate of eight (8) percent per annum on the first \$1,500.00 of the delinquency, and eighteen (18) percent per annum on any amount in excess of \$1,500.00 and allows an additional penalty of 6% to be collected against a delinquency in excess of \$10,000.00 on accounts that fail to pay the delinquency prior to the end of the fiscal year; and,

Now Therefore Be It Resolved that in accordance with NJSA 54:4-67, the Tax Collector is hereby authorized and directed to charge eight (8) percent per annum on the first \$1,500.00 of tax or assessment delinquency after the due date and eighteen (18) percent per annum on any tax or assessment delinquency after the due date in excess of \$1,500.00. An additional penalty of six (6) percent shall be charged against the total delinquency if the arrears of \$10,000.00 remain at the end of the fiscal year; and,

Continued....

Be It Resolved that no interest shall be charged if any installment is paid within ten (10) calendar days after the date upon which the same is due. However, if paid after the expiration of the ten (10) day grace period the interest charged shall be calculated from the original due date and not from the end of the grace period; and
Be It Further Resolved that no interest shall be charged senior citizens who pay their taxes with their social security check within thirty (30) days of the taxes due date; and
Be It Further resolved that the Tax Collector is hereby authorized to hold a tax sale in accordance with law.

Resolution

Be it resolved that William Kuster be appointed Public Agency Compliance Officer for the year 2021.

Resolution

Be it resolved that William Kuster be appointed Health Benefits Administrator for the year 2021.

Resolution

Be it resolved that the Cash Management Plan for the Town of Hackettstown be readopted for 2021.

Resolution

Authorizing the Municipal Assessor to file municipal appeals and enter into stipulations on behalf of the Town of Hackettstown for 2021.

Resolution, demanding the NJ State Legislature accept its responsibility to administer the provisions of the Affordable Housing Act and stay further action until it has promulgated rules governing its implementation.

Discussion, Bergen Tool Phase II, PILOT.

- Introduction, Ordinance 2021-01, Cap Bank Ordinance.
- Resolution establishing meetings of the Mayor and Common Council, 1-1-21 to 6-30-21.
- Motion to approve Raffle License RL: 1238
- Motion to approve a Special Event License.

Discussion by citizens.

- Any other matters that may be brought by the Mayor and Council for action.
- Committee reports.
- Mayors report.
- Possible executive session.
- Adjournment.

Fire: Kunz, Sheldon, Engelau - Filled

Sanitation: Tynan, Sheldon, Becker

Police: Tynan, Kunz, Becker

Welfare: Kunz, Engelau, Becker

Lighting: Lambo, Kunz, Tynan

Recreation: Engelau, Lambo, Sheldon-Filled

Printing, License & Franchise: Lambo, Engelau, Becker

Public Works: Sheldon, Tynan, Becker

Ordinance & Municipal Affairs: Sheldon, Tynan, Lambo - Filled

Finance: Engelau, Lambo, Kunz - Filled

Ad Hoc Committees:

Insurance: Tynan, Sheldon,

Personnel & Employee Negotiation: Sheldon, Kunz,

Rescue Squad Coordinating: Sheldon, Kunz,

Community Development: Kunz, Sheldon, Engelau

Board of Ed Liaison: Lambo, Engelau, Kunz

University Liaison: Engelau, Tynan,

Parking Authority Liaison: Engelau,

BID Liaison: Engelau, Kunz

2021 Council Committees

TOWN OF HACKETTSTOWN

RESOLUTION

**DEMANDING THAT THE NEW JERSEY STATE LEGISLATURE
ACCEPT ITS RESPONSIBILITY TO ADMINISTER
THE PROVISIONS OF THE AFFORDABLE HOUSING ACT AND
STAY FURTHER ACTION UNTIL SUCH TIMES AS IT HAS PROMULGATED
RULES GOVERNING ITS IMPLEMENTATION**

WHEREAS, in 1975 the New Jersey Supreme Court in Mount Laurel I decreed that every municipality in New Jersey, “must by its land use regulations, presumptively make realistically possible an appropriate variety and choice of housing. More specifically, presumptively it cannot foreclose the opportunity of the classes of people mentioned for low and moderate income housing and in its regulations must affirmatively afford that opportunity, at least to the extent of the municipality’s fair share of the present and prospective regional need therefor” (*S. Burlington Cty. N.A.A.C.P. v. Mount Laurel Twp.*, 67 N.J. 151, 174 (1975)); and

WHEREAS, in 1983, the Supreme Court in Mount Laurel II expanded the Mount Laurel doctrine, saying:

“Therefore, proof of a municipality’s bona fide attempt to provide a realistic opportunity to construct its fair share of lower income housing shall no longer suffice. Satisfaction of the Mount Laurel obligation shall be determined solely on an objective basis: if the municipality has in fact provided a realistic opportunity for the construction of its fair share of low and moderate income housing, it has met the Mount Laurel obligation to satisfy the constitutional requirement; if it has not, then it has failed to satisfy it. Further, whether the opportunity is “realistic” will depend on whether there is in fact a likelihood-to the extent economic conditions allow-that the lower income housing will actually be constructed. Plaintiff’s case will ordinarily include proof of the municipality’s fair share of the regional need and defendant’s proof of its satisfaction. Good or bad faith, at least on this issue, will be irrelevant.” (*S. Burlington Cty. N.A.A.C.P. v. Mount Laurel Twp.* 92 N.J. 158, 220-22 (1983)); and

WHEREAS, the Supreme Court in Mount Laurel II suggested that builders’ remedies should be used to force compliance by municipalities, reasoning that:

Experience . . . has demonstrated to us that builder’s remedies must be made more readily available to achieve compliance with Mount Laurel. We hold that where a developer succeeds in Mount Laurel litigation and proposes a project providing a substantial amount of lower income housing, a builder’s remedy should be granted unless the municipality establishes that because of environmental or other substantial planning concerns, the plaintiff’s proposed project is clearly contrary to sound land use planning. We emphasize that the builder’s remedy should not be denied solely because the municipality prefers some other location for lower income housing, even if it is in fact a better site. (*S. Burlington Cty. N.A.A.C.P. v. Mount Laurel Twp.* 92 N.J. 158, 279-80 (1983)); and

WHEREAS, the New Jersey Legislature responded quickly to the Court's Mount Laurel decision by enacting the Fair Housing Act of 1985, N.J.S.A. 52:27D-301, et. seq., which created the Council on Affordable Housing ("COAH") which as the Court noted in Mount Laurel IV " ... was designed to provide an optional administrative alternative to litigating constitutional compliance through civil exclusionary zoning actions." (*In re Adoption of N.J.A.C. 5:96 & 5:97 ex. rel. New Jersey Council on Affordable Hous.*, 221 N.J. 1,4 (2015)); and

WHEREAS, COAH, pursuant to the authority granted to it by the Fair Housing Act, then adopted procedural and substantive rules which provided clear guidance to municipalities as to how they could meet their affordable housing obligation; and

WHEREAS, in its rules, COAH assigned a fair share number to each municipality and set forth various mechanisms that a municipality could use in order to satisfy that obligation; and

WHEREAS, the Town of Hackettstown, like many other municipalities throughout the State of New Jersey, met its First and Second Round Affordable Housing Obligations through the COAH process; and

WHEREAS, COAH adopted the First Round Rules for the period from 1987 through 1993 and the Second Round Rules for the period 1993 to 1999 and then extended to 2004; and

WHEREAS, COAH was obliged by the Fair and Housing Act to adopt Third Round Rules to take effect in 2004, however, but never adopted rules that were acceptable to the Courts; and

WHEREAS, in 2015, the Supreme Court again stepped in, finding that COAH's failure to adopt Third Round Rules forced the Court to intervene; and

WHEREAS, the Supreme Court designated Mount Laurel judges in each of the fifteen court vicinages to hear all Mount Laurel cases; and

WHEREAS, instead of providing clear guidance, like the COAH rules did, the Supreme Court in Mount Laurel IV set forth vague standards that have led to a complex system of non-uniform implementation; and

WHEREAS, as a result of the Supreme Court's decision in Mount Laurel IV, municipalities no longer were assigned fair share numbers, no longer had clear and concise procedural and substantive rules to follow, and no longer had one tribunal to decide these issues, which meant that even the threshold issues of regional need and local fair share obligations had to be litigated before fifteen different Mount Laurel judges, and as a result, municipalities were forced to spend tens of thousands, and in some cases hundreds of thousands of dollars, to negotiate fair share numbers with the Fair Share Housing Center ("FSHC") and to gain court approval of settlement agreements negotiated with FSHC; and

WHEREAS, the Supreme Court in Mount Laurel IV concluded its opinion by encouraging the Legislature to once again assume responsibility in the area of affordable housing, saying:

“In conclusion, we note again that the action taken here does not prevent either COAH of the Legislature from taking steps to restore a viable administrative remedy that towns can use in satisfaction of their constitutional obligation. In enacting the FHA, the Legislature clearly signaled, and we recognized, that an administrative remedy that culminates in voluntary municipal compliance with constitutional affordable housing obligations is preferred to litigation that results in compelled rezoning (Citation omitted). It is our hope that an administrative remedy will again become an option for those proactive municipalities that wish to use such means to obtain a determination of their housing obligations and the manner in which those obligations can be satisfied” (*In re Adoption of N.J.A.C. 5:96 & 5:97 ex. rel. New Jersey Council on Affordable Hous.*, 221 N.J. 1, 34 (2015)); and

WHEREAS, it has been five (5) years since the Mount Laurel IV opinion was issued and, to the detriment of each municipality in New Jersey and to the future viability of the State, neither the Legislature nor the Governor nor COAH have taken any action to remedy the situation; and

WHEREAS, if the Governor, the Legislature and COAH continue to ignore their responsibilities, municipalities will once again face a burdensome, time-consuming and expensive process to obtain Fourth Round Mount Laurel compliance starting in 2025;

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Hackettstown, in the County of Warren, State of New Jersey, that it does hereby demand that the Governor and the Legislature cease their unconscionable disregard of this most important provision of the State constitution and take immediate and decisive action to restore a viable administrative remedy that municipalities can use in satisfaction of their constitutional obligations to provide affordable housing.

GERALD DIMAIO, JR., MAYOR

WILLIAM W. KUSTER, JR., CLERK

Dated: January 14, 2021

**CALENDAR YEAR 2021
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION
LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A.. 40A:4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 1.0% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Governing Body of the Town of Hackettstown in the County of Warren finds it advisable and necessary to increase its CY 2021 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and the citizens; and

WHEREAS, the Governing Body hereby determines that a 2.5 percent increase in the budget for said year, amounting to \$204,116.40 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, the Governing Body hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW, THEREFORE, BE IT ORDAINED, by the Governing Body of the Town of Hackettstown, County of Warren, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2021 budget year, the final appropriations of the Town of Hackettstown shall, in accordance with this ordinance and N.J.S.A. 40A:40-45.14, be increased by 3.5% amounting to \$285,762.96, and that the CY 2021 municipal budget for the Town of Hackettstown be approved and adopted in accordance with this ordinance; and

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote thereon, be filed with said Director within 5 days after such adoption.

**RESOLUTION CONCERNING MEETINGS OF THE MAYOR AND COMMON
COUNCIL OF THE TOWN OF HACKETTSTOWN FROM
JANUARY 1, 2021 THROUGH JUNE 30, 2021**

BE IT RESOLVED by the Mayor and Common Council for the Town of Hackettstown, N.J. as follows:

1. The following schedule for the regular meetings of the Mayor and Council From 1-1-21 through 6-30-21 is hereby adopted. Teleconference through Zoom (www.zoom.com):
 - January 1... 1:00 pm, 1-929-205-6099, ID 843 6435 4837 Passcode 879144
 - January 14.... 7:00pm, 1-929-205-6099, ID 831 4597 1301 Passcode 032038
 - January 28.....7:00pm, 1-929-205-6099, ID 885 1092 4630 Passcode 833586
 - February 11....7:00pm, 1-929-205-6099, ID 891 0406 0759 Passcode 823515
 - February 25....7:00pm, 1-929-205-6099, ID 876 9583 5154 Passcode 918741
 - March 11.....7:00pm, 1-929-205-6099, ID 889 0958 5979 Passcode 756397
 - March 25.....7:00pm, 1-929-205-6099, ID 858 3023 2739 Passcode 112339
 - April 8.....7:00pm, 1-929-205-6099, ID 831 6870 4798 Passcode 292454
 - April 22.....7:00pm, 1-929-205-6099, ID 836 2202 9715 Passcode 603683
 - May 13.....7:00pm, 1-929-205-6099, ID 850 7982 4788 Passcode 403118
 - May 27.....7:00pm, 1-929-205-6099, ID 828 6264 2777 Passcode 594637
 - June 10.....7:00pm, 1-929-205-6099, ID 841 1121 7109 Passcode 477729
 - June 24.....7:00pm, 1-929-205-6099, ID 882 0802 3557 Passcode 000449
2. All regular meetings will be held through Zoom (www.zoom.com) on the date and time indicated.
3. A copy of the Resolution will be prominently posted by the Town Clerk throughout 2021 on the bulletin board in the lobby of the Municipal Building, the front window of the Municipal Building and on the Town website, www.Hackettstown.net.
4. The Town Clerk, upon adoption of this Resolution, will mail copies to the Daily Record, Parsippany, N.J., and the New Jersey Herald, Newton, N.J., which are designated as the official newspapers for publication of legal notifications; which said newspapers are hereby designated to receive notices of the meetings of the Mayor and Common Council of the Town pursuant to Section 3 (d) of the Open Public Meetings Act (Chapter 231, P.L. 1975); and will cause to be published in said newspaper a notice of the time, place and date of all regular meetings.
5. The Town Clerk will file a copy of this Resolution in the Town Clerk's Office, and this Resolution shall remain on file throughout 2021.
6. A copy of this Resolution, or any revision thereto, or any advance written notice of any regular, special or rescheduled meeting during 2021 will be mailed by regular mail to any person making written application for the same pursuant to Section 14 of the Open Public Meetings Act (Chapter 231 P.L. 1975) upon payment by said person of FIFTEEN DOLLARS (\$15.00) to the Town Clerk. Notices of meetings requested by the news media in writing shall be mailed by regular mail to said news media without charge. All requests for notices made shall terminate on December 31st of

each year, but shall be subject to renewal upon a new written request to the Mayor and Common Council.

7. At the commencement of all regular meetings, the Mayor or the Acting Mayor will announce publicly and shall cause to enter into the minutes of the meeting an accurate statement substantially as follows:

“Adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act by:

- (1) posting a schedule of all regular meetings of the Mayor and Common Council on the bulletin board in the lobby of the Municipal Building, the front window of the Municipal Building, and the Town website, www.Hackettstown.net, and
 - (2) mailing a copy of the schedule of regular meetings to the Daily Record and the NJ Herald, causing a notice of said schedule to be published in said newspapers; and
 - (3) mailing or delivering a copy of the schedule of regular meetings for 2021 to those persons requesting the same pursuant to the Open Public Meetings Act; and
 - (4) filing a copy of the schedule of all regular meetings for 2021 with the Town Clerk/Administrator.
8. The Town Clerk shall keep reasonably comprehensive minutes of all meetings of the Mayor and Common Council, showing the time and place, the members present, the subjects considered, the action taken, the vote of each member, and any other information required by law which shall be promptly available to the public to the extent that making such matters public shall not be inconsistent with Section 7 of the Open Public Meetings Act.
 9. The minutes of each meeting shall become public as soon as they are prepared by the Town Clerk promptly after each meeting. Before releasing the minutes prior to formal approval by the Mayor and Common Council, a statement is to be placed at the top of them stating: “These minutes have not been formally approved and are subject to change or modification by the Mayor and Common Council at its next meeting.

William W. Kuster, Jr.
Town Clerk/Administrator



New Jersey Office of the Attorney General
 Division of Consumer Affairs
 Legalized Games of Chance Control Commission
 124 Halsey Street, 6th Floor, P.O. Box 46000
 Newark, New Jersey 07101
 (973) 273-8000

Application No. RA 1238
 Identification No. 344-4-30993

Application for a Raffle License

Submit four (4) copies of this application to the Municipal Clerk's office in the municipality where the games will be conducted.

Please print clearly.

Name of municipality: Hackettstown

Part A - General

- 1. Name of applying organization: Newton Medical Center Foundation
- 2a. Street address of headquarters: 175 High St. Newton NJ 07860
- b. Mailing address (if different):

3. A license is requested to conduct raffles of the kind stated on the date, or on each of the dates, and during the hours listed (use a separate application for each type of raffle).

Date	Hours	Date	Hours
<u>Thursday, May 13, 2021</u>	<u>9:00pm</u>	_____	_____
<u>Off-Premise 50/50</u>	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

- 4a. Address of place where raffles will be played: The Lakeland Center, Centenary University
715 Grand Ave.,; Hackettstown NJ 07840 +
- b. Does the applicant own the premises or regularly occupy them for its general purposes? Yes No
- 5. If raffles equipment is to be rented, attach a statement by the raffles equipment lessor to this application on Form 13.

Part B - Schedule of Expenses

The items of expense intended to be incurred or paid in connection with the games listed in this application, the names and addresses of the persons to whom each item is to be paid, and the purpose for which each item is to be paid, are:

Item of Expense	Name and address of supplier	Purpose
<u>Raffle Tickets</u>	<u>Spring Hill Laser</u>	<u>Raffle Tickets</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



December 1, 2020

Town of Hackettstown
215 W. Stiger Street
Hackettstown, NJ 07840

Dear Mr. Kuster,

The Hackettstown BID would like to host Winterfest on Saturday, January 23, 2021.

This event will be geared around our businesses...shopping, eating, and visiting the breweries with some outdoor activities. Depending on the pandemic restrictions, we may need to pair the event down a bit as time gets closer.

We respectfully ask that the Town of Hackettstown waive the application fee of \$50.

If you should have a questions, please do not hesitate to contact me on my cell # at (908) 455-0179 or email at director@hackettsownbid.com.

Thank you in advance for the consideration!

Sincerely,


Laurie Rapisardi
Executive Director



Hackettstown BID Event – Winterfest 2021

I. Applicant Information
Hackettstown BID
Laurie Rapisardi, Executive Director
(908) 455-0179
219 Main Street, Hackettstown, NJ

II. Event Information
Winterfest 2021
Through the BID District (Main Street/Mountain Avenue)
Saturday, January 23, 2021

III. EVENT DESCRIPTION

Due to the pandemic, our BID businesses need the communities support now more than ever! Winterfest will bring folks to town in a safe way while offering a chance to enjoy the tastes of our restaurants and breweries while visiting the great shops of Hackettstown for the specials.

This event is designed to promote shopping within the Hackettstown BID District with the eateries offering \$2 tastings, a possible soup and chili cook off, and shops offering sales. We are looking into ice carvers and possibly wood carvers on the street corners to offer live demonstrations.

We would LOVE to do an outdoor ice skating rink in one of the municipal parking lots for the day...but based on permitting, liability, and permission from the Town and Parking Authority, I am not certain that we will move forward with it. I will keep you updated with that information.

We would like to bring in a Carousel for the day....again, this still in the investigation process. *If this were possible, it would be placed in one of the municipal parking lots...A lot of that would be approved by Town Council as well as the Parking Authority. We are also wanting to provide some music for the event. This would be happening at the Gazebo in a safe manner.*

This event will be spread throughout Hackettstown so there will not be any one place that will have large crowds. The crowds should be spread throughout the town keeping us in line with the State mandates as well as Covid regulations.

Winterfest will be held on Saturday, January 23, 2021 from 12-5pm. It will be a safe and fun way for our community and businesses to enjoy what Hackettstown has to offer.

We estimate that we could have over 1,000 visitors come through Hackettstown for this event. We plan to abide by the current Covid regulations. Visitors will wear masks and stay six feet apart from other groups. We will specify that stores and eateries abide by their individual indoor limits by monitoring the amount of guests in their shops at all times.

Any of the above information is subject to be changed or the event outline can be decreased based on any further Covid restrictions detailed by the state or town.

- IV. Event safety – I do not believe there will be any need for security or Police....unless the Town feels it be necessary at crosswalks etc. If we move forward with a Carousel or Ice Skating Rink, we would have staff/volunteers control those areas.**

There are no sanitary needs – All food and beverages will be sold or given out to the community by the eateries and breweries at their own locations.

There will be no need for fire or rescue.

Parking will be on street parking as well as the Municipal lots.

- V. All food and beverage activities will be happening at the specific businesses location.**

No temporary lighting is necessary due to the event taking place during daytime hours.

No Fire or open flames will be present.

Any entertainment will take place at the Gazebo on Main Street or at any specific business location if they would like to add music to their location for the event. All music will be finished by 5pm as related to this event.

- VI. Additional Information – Please let me know if you need any additional details. Thank you so much for the consideration!**