



**LAKE COMO BOROUGH  
1740 MAIN STREET  
LAKE COMO, NJ 07719  
(732) 681-3232  
AGENDA**

**DATE: JULY 11, 2023  
7:30 PM WORKSHOP**

**WORKSHOP ITEMS**

- Discussion on Amending Parking Ordinance
- Discussion on Amending Construction Fee Schedule Ordinance

**PUBLIC COMMENTS ON WORKSHOP ITEMS**

**BOROUGH OF LAKE COMO, MONMOUTH COUNTY, STATE OF NEW JERSEY**

**ORDINANCE**

**AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 3 SECTION 25.3 OF THE BOROUGH CODE ENTITLED “PARKING OF BUSES AND TRUCKS”, and CHAPTER 7, SECTION 15 OF THE BOROUGH CODE ENTITLED “PARKING OF VEHICLES WEIGHING IN EXCESS OF FOUR TONS PROHIBITED”**

**WHEREAS** the Mayor and Council of the Borough of Lake Como, in the County of Monmouth, New Jersey (the “Borough”), a public body corporate and politic of State of New Jersey (“the State”), wish to amend and supplement the ordinance prohibiting parking of certain trucks, vehicles and trailers for greater clarity to the Borough and its residents.

**NOW THEREFORE, BE IT ORDAINED**, by the Mayor and Council of the City of Lake Como, Chapter 3 Section 25.3 is hereby amended and supplemented as follows (additions in [brackets]; deletions struck through):

**§3-25.3 PARKING OF BUSES AND TRUCKS.**

There shall be no parking of any of the following vehicles on the public streets or any parts thereof or any public property within the Borough of Lake Como during the hours of 9:00 p.m. to 7:00 a.m.:

- a. Any commercially licensed vehicle;
- b. Any bus, omnibus, house trailer, camper, recreational vehicle, boat, boat trailer;
- c. Any box truck (which shall mean any vehicle with a separate cab and box-type structure); and
- d. Any vehicle over 10,000 pounds.

**BE IT FURTHER ORDAINED**, by the Mayor and Council of the City of Lake Como, Chapter 7 Section 15 is hereby amended and supplemented as follows (additions in [brackets]; deletions struck through):

**§ 7-15. PARKING OF ~~VEHICLES WEIGHING IN EXCESS OF FOUR TONS~~ PROHIBITED [CERTAIN TRUCKS, VEHICLES AND TRAILERS PROHIBITED].**

~~No person shall park a truck, tractor, trailer, semi-trailer or omnibus having registered gross weights in excess of four tons upon any street between the hours specified.~~

Name of Street	Sides	Hours	Location
(Reserved)			

**Section a.** No person shall park any commercially licensed vehicle, a school bus, box trucks (which shall mean any vehicle with a separate cab and box-type structure) any type of bus, recreational vehicle, camper, boat or trailer, however not including six-wheel pickup trucks or trucks utilized for the purpose of making deliveries or moving furniture,

and not including any vehicle with handicap license plates or properly issued and displayed handicap placard, between the hours specified, upon any of the streets or parts of streets described.

Name of Street	Side	Time Limit	Location
All Borough streets	Both	30 minutes	All streets contained within Borough

[**Section b.** Further, permission may be granted by the Police Department for the temporary parking of any such trucks or vehicles during the hours when parking is prohibited as specified above and under such terms and conditions as specified by the Police Department.]

[**Section c.** There shall be no parking of any boat trailer or trailers at any time upon any of the public streets or parts thereof within the Borough.]

**SO ORDAINED** as aforesaid.

ORDINANCE NO.

AN ORDINANCE TO AMEND CHAPTER 9, SECTION 1.3 OF THE CODE OF THE BOROUGH OF LAKE COMO BY FURTHER AMENDING THE CONSTRUCTION FEE SCHEDULE IN ACCORDANCE WITH THE UNIFORM CONSTRUCTION CODE

BE IT ORDAINED, by the Mayor and Council of the Borough of Lake Como, County of Monmouth, State of New Jersey, as follows:

SECTION 1 Chapter 9 Section 1.3 "Construction Fee Schedule", be and is hereby amended to read as follows:

- a. The fees to be charged for permits issued by the Building Department under the State Uniform Construction Code shall be as provided in the Fee Schedule as set forth below. A copy of the Fee Schedule shall be maintained on file in the Building Department and in the office of the Borough Clerk.
- b. Plan review fee: The fee for plan review shall be 20 percent of the amount to be charged for a new construction permit. There shall be an additional fee of \$50.00 per hour or part thereof per subcode having assigned plan review responsibility for review of an amendment or change to a plan that has already been released. This fee may be waived at the discretion of the Construction Official in the event the work and review is of a minor nature.
- c. The basic construction fee shall be the sum of the parts computed on the basis of the volume or the cost of construction, the number of plumbing fixtures and pieces of equipment, the number of electric fixtures and devices and the number of sprinklers, standpipes and detectors (smoke and heat) at the unit rates and/or the applicable flat fees provided herein plus any special fees. The minimum fee for a basic construction permit covering any or all of building, plumbing, electric or fire protection work shall be \$85.00 per Subcode except as herein noted.
- d. All applicable fees shall be paid before a permit is issued, except that the payment of all fees shall be waived for the following:

1. All work to be performed by the Monmouth County Energy Conservation Program.

2. The construction, erection or alteration of any fence within a farm which is to be located more than 25 feet from any street line.

3. In the case of any construction, reconstruction, alteration or improvement designed and undertaken solely to promote accessibility by handicapped persons to an existing public or private structure or any of the facilities contained therein, the enforcing agency fee shall be waived. For purposes of this section, the phrase "handicapped person" shall have the

same meaning as is set forth in N.J.S.A. 52:27D-119 et seq., as the same may be amended and supplemented.

e. In addition to the fees charged by the municipality, a surcharge in the amount provided by N.J.A.C. 5:23-4.19 shall be charged, collected and remitted by the Building Department to the New Jersey Department of Community Affairs.

f. Fee Schedule:

#### 1. Building.

Building volume or cost: The fees for new construction or alteration are as follows:

(a) Fees for new construction shall be based upon the volume of the structure. Volume shall be computed in accordance with N.J.A.C. 5:23-2.28. The new construction fee shall be in the amount of ~~\$0.034~~ ~~\$0.045~~ per cubic foot of volume for buildings and structures of ~~all groups~~ ~~R-3, R-4 and R-5~~; ~~\$0.40 per cubic foot of volume for buildings and structures of groups B, H, I-1, I-2, I-3, M, E, R-1, R-2 and U~~; ~~\$0.023 per cubic foot of volume for buildings and structures of groups F-1, F-2, S-1 and S-2~~. The minimum fee shall be ~~\$175~~ ~~\$200~~.

(b) Fees for reconstruction, renovations, alterations and repairs or site construction associated with pre-manufactured construction, and external utility connections for pre-manufactured construction shall be based upon the estimated cost of the work. The fee shall be in the amount of ~~\$34.00~~ ~~\$42.00~~ per \$1,000.00 of the estimated cost of work. From \$50,001 to and including \$100,000, the additional fee shall be in the amount of ~~\$27.00~~ ~~\$36.00~~ per \$1,000 of the estimated cost above \$50,000. Above \$100,000, the additional fee shall be in the amount of ~~\$23.00~~ ~~\$31.00~~ per \$1,000 of the estimated cost above \$100,000.

(c) For the purpose of determining the estimated cost, the applicant shall submit such data as may be available produced by the architect or engineer of record, or by a recognized estimating firm, or by the contractor. A bona fide contractor's bid, if available, shall be submitted. The Construction Official shall make the final decision regarding estimated cost.

(d) Fees for additions shall be computed on the same basis for new construction for the added portion.

(e) Fees for combination renovations and additions shall be computed separately in accordance with items (a) and (b) above.

(f) The fee for tents requiring a construction permit shall be ~~\$150.00~~ ~~\$175.00~~.

(g) The fee for temporary structures requiring a construction permit shall be ~~\$100.00~~ ~~\$125.00~~.

(h) The fee for roofing and siding work completed on structures in use group R-3 and R-5 shall be \$95.00 per structure. All other use groups where required shall be considered renovation and calculated as per (b) above.

(i) The fee for an above-ground swimming pool shall be \$100.00.

(j) The fee for an in-ground swimming pool with a surface area greater than 500 square feet shall be ~~\$250.00~~ \$300.00; the fee for all other cases shall be ~~\$175.00~~ \$200.00.

(k) The fee for replacing barriers surrounding and enclosing swimming pools required to have barriers shall be ~~\$75~~ \$85.00.

(l) The fee for a permit to construct a sign shall be in the amount of ~~\$2.50~~ \$2.70 per square foot of surface area of the sign, computed on one side only for a double-faced sign. The minimum fee shall be ~~\$75.00~~ \$85.00.

(m) The fee for a permit for lead hazard abatement work shall be ~~\$161.00~~ \$200.00. The fee for lead abatement clearance certificate shall be ~~\$32.00~~ \$45.00.

(n) The fee for the issuance of a building permit that has not been determined shall be ~~\$75.00~~ \$85.00.

(o) The fee for a permit to move a building or structure from one lot to another or to a new location on the same lot shall be \$100.00 plus the cost of the new foundation and alterations to the building or structure for the placement in a completed condition in the new location shall be computed as required for renovations, alterations and repairs in section b.1(b).

(p) The fee to erect a fence greater than 6 feet in height shall be ~~\$75.00~~ \$85.00.

(q) The fee for an asbestos removal permit shall be ~~\$75.00~~ \$85.00.

(r) Fees for retaining walls that require a construction permit shall be as follows:

- (1) The fee for a retaining wall with a surface area greater than 550 square feet that is associated with a Class 3 residential structure shall be \$200.00;
- (2) The fee for a retaining wall with a surface area of 550 square feet or less that is associated with a Class 3 residential structure shall be \$100.00;
- (3) The fee for a retaining wall of any size that is associated with other than a Class 3 residential structure shall be in accordance with 1(b) above.

(s) The fee for a deck accessory to a group R-3, R-4 or R-5 structure shall be \$0.40 per sq. ft., all other decks shall be calculated accordance with paragraph 1(b) above.

(t) The fee for garden utility sheds and similar structures ~~101 to 200 sq. ft.~~ ~~more than 200 square feet~~ and accessory to group R-3, R-4 or R-5 structure that does not have a permanent footing below the frost line shall be ~~\$75.~~ ~~\$85.00~~

## 2. PLUMBING

Plumbing fixtures and equipment: The fees shall be as follows:

(a) The fee shall be ~~\$20.00~~ ~~\$25.00~~ per plumbing fixture and or water closet, urinal, bidet, bath tub, shower, lavatory, sink, laundry tub, floor drains, drinking fountains, residential dishwashers, garbage disposals, clothes washers, water heaters up to 99 gallons, recirculation systems, roof drains, hose bibs, air admittance valve, residential oil piping, manholes, reheat coils, condensate drains, or similar devices, except as listed below.

(b) The fee shall be ~~\$90.00~~ ~~\$100.00~~ per special device for the following: grease traps, oil separators, water utility connections per every 150 lineal feet, sewer utility connections per every 150 lineal feet, commercial dishwashers, backflow preventers in other than one-and-two-family dwellings, sewer pumps, interceptors, active solar systems and, testing of waste and vents for modular homes.

(c) For cross connections and backflow preventers that are subject to testing, requiring reinspection annually, the fee shall be ~~\$75~~ ~~\$85.00~~ for each device when they are tested.

(d) The fee shall be ~~\$75~~ ~~\$85.00~~ for the installation of a boiler (hot water or steam) or furnace up to 250,000 BTU's.

(e) The fee shall be ~~\$288~~ ~~\$300.00~~ for the installation of a boiler (hot water or steam) or furnace 250,001 BTU's and above.

(f) The fee for Mechanical Inspections in R-3 and R-5 shall be ~~\$85.00~~



**3. ELECTRICAL** The electrical Subcode fees shall be as follows.

(a) For the first block of one to 25 receptacles, fixtures or devices, the fee shall be ~~\$75~~ **\$85.00**.

For each additional block consisting of up to 25 receptacles, fixtures or devices, the fee shall be ~~\$20~~ **\$25.00**. For the purpose of computing this fee, receptacles, fixtures or devices shall include wall switches, convenience receptacles, light fixtures, exit signs, emergency lights, smoke detectors, CO detectors, heat detectors, communications points, rain sensor, CATV, intercoms, alarm devices, glass-breaks, motion sensors, keypads, light standards eight feet or less in height including luminaries, thermostats, energy management points, sensors, dimmers, or similar electric fixtures and devices rated 20 amperes or less including motors or equipment rated less than one horsepower (hp) or one kilowatt (kW).

(b) For each motor or electrical device rated from one hp or one kW to 10 hp or 10 kW; for each transformer or generator rated from one kW or one kva to 10 kW or 10 kva; for each replacement of wiring involving one branch circuit or part thereof; for each storable pool or hydro massage bath tub; for each underwater lighting fixture; for household electric cooking equipment rated up to 16 kW; for each fire, security or burglar alarm control unit; for each receptacle rated from 30 amperes to 50 amperes; for each light-standard greater than 8 feet in height including luminaries; and for each communications closet, the fee shall be ~~\$25~~ **\$30.00**

(c) For each motor or electrical device rated from greater than 10 hp or 10 kW to 50 hp or 50 kW; for each service equipment, panel board, switch board, switch gear, motor-control-center, or disconnecting means rated 225 amperes or less; for each transformer or generator rated from greater than 10 kW or 10 kva to 45 kW or 45 kva; for each electric sign rated from greater than 20 amperes to 225 amperes including associated disconnecting means; for each receptacle rated greater than 50 amperes; and for each utility load management device, the fee shall be ~~\$75~~ **\$85.00**

(d) For each motor or electrical device rated from greater than 50 hp or 50 kW to 100 hp or 100 kW; for each service equipment, panel board, switch board, switch gear, motor-control-center or disconnecting means rated from greater than 225 amperes to 1,000 amperes; and for each transformer or generator rated from greater than 45 kW or 45 kva to 112.5 kW or 112.5 kva, the fee shall be ~~\$175~~ **\$185.00**

(e) For each motor or electrical device rated greater than 100 hp or 100 kW; for each service equipment, panel board, switch board, switch gear, motor-control-center or disconnecting means rated greater than 1,000 amperes; and for each transformer or generator rated greater than 112.5 kW or 112.5 kva, the fee shall be ~~\$750~~ **\$800.00**



(f) The fee charged for electrical work for each permanently installed private swimming pool as defined in the building subcode, spa, hot tub or fountain shall be a flat fee of ~~\$150~~ \$175 which shall include any required bonding, and associated equipment such as filter pumps, motors, disconnecting means, switches, required receptacles, and heaters, etc., excepting panelboards and underwater lighting fixtures. For public swimming pools, the fee shall be charged on the basis of the number of electrical fixtures and rating of electrical devices involved in accordance with paragraphs 3(a) through (e) above.

(g) The fee charged for the installation of single and multiple station smoke or heat detectors and fire, burglar or security alarm systems in any one or two-family dwelling shall be a flat fee of ~~\$50~~ \$55 per dwelling unit. For fire, burglar and security alarm systems and detectors in buildings other than one- or two-family dwellings, the fee shall be charged in accordance with paragraphs 3(a) through (e) above.

(h) For installations consisting of multimeter stacks, the fee shall be based on the ampere rating of the main bus and not upon the number of meters or rating of disconnects on the meter stack. Individual loadside panel boards shall be charged in accordance with paragraphs 3 (c), (d) and (e) above. There shall be no additional fee charged for the concurrent installation of individual feeder conductors.

(i) For motors or similar devices requiring concurrent installation of individual controls, relays and switches, the fee shall be based only upon the rating of the motor or device. There shall be no additional fee charged for the concurrent installation of individual circuit components, for example, controllers, starters, and disconnecting means.

(j) For electrical work requiring replacement of service entrance conductors or feeder conductors only, the fee shall be based on the designated ampere rating of the overcurrent device of the service or feeder as follows:

(1) 225 amperes or less, the fee shall be ~~\$75~~; \$85.00

(2) 226 to 1,000 amperes, the fee shall be ~~\$150~~; \$170.00 and

(3) Greater than 1,000 amperes, the fee shall be ~~\$750~~. \$800.00

(k) The fee charged for process equipment shall be based on the ampere rating of the overcurrent device protecting the conductor feeding the process equipment or the cutoff device.

(l) For the purpose of computing these fees, all electrical and communications devices, utilization equipment and motors which are part of premises wiring, except those which are portable plug-in type, shall be counted.

(m) For photovoltaic systems, the fee shall be based on the designated kilowatt rating of the solar photovoltaic system as follows:

(1) For the first 10 kW \$300.

(2) For each additional 10 kW add \$100.

(n) The fee for the annual electrical inspection of swimming pools, spas or hot tubs shall be ~~\$100.~~ \$110.00

#### 4. Fire Protection.

For fire protection and hazardous equipment, sprinklers, standpipes, detectors (smoke and heat), pre-engineered suppression systems, gas and oil fired appliances not connected to the plumbing system, kitchen exhaust systems, incinerators and crematoriums, the fee shall be as follows:

(a) The fee for 20 or fewer heads shall be ~~\$100~~ \$110.00; for 21 to and including 100 heads, the fee shall be ~~\$200~~ \$210.00; for 101 to and including 200 heads, the fee shall be ~~\$350~~ \$360.00; for 201 to and including 400 heads, the fee shall be \$1,000; for 401 to and including 1,000 heads, the fee shall be \$1,500; for over 1,000 heads, the fee shall be \$2,000.

(b) The fee for one to 12 detectors shall be ~~\$75~~ \$85; for each 25 detectors in addition to this, the fee shall be in the amount of ~~\$25.~~ \$35

(c) The fee for each standpipe shall be ~~\$300.~~ \$325.00

(d) The fee for each independent pre-engineered system shall be ~~\$125.~~ \$150.00

(e) The fee for each gas or oil fired appliance that is not connected to the plumbing system shall be ~~\$75.~~ \$85.00

(f) The fee for each kitchen exhaust system shall be ~~\$75.~~ \$85.00

(g) The fee for each incinerator shall be \$500.

(h) The fee for each crematorium shall be \$500.

(i) For single and multiple station smoke or heat detectors and fire alarm systems in any one- or two-family dwellings, there shall be a flat fee of ~~\$50~~ \$85.00 per dwelling unit. For detectors and fire alarm systems in buildings other than one- or two-family dwellings, the fee shall be charged in accordance with paragraph 4(b) above.

(j) All other fire protection devices, tank installs/removals, solar installations, etc. shall be charged the \$85.00 where appropriate.

## 5. Demolition.

The fee for a demolition or removal permit shall be ~~\$100~~ \$110.00 for a structure of less than 5,000 square feet in area and less than 30 feet in height, for one- or two-family dwellings (Group R-3 or R-5 of the building subcode), structures on farms, including commercial farm buildings under N.J.A.C. 5:23-3.2(d), and \$250 for all other Groups. The fee for demolition of a fuel storage tank or septic tank accessory to a use group R-3, R-4 or R-5 structure shall be ~~\$75~~ \$85.00

## 6. Certificates.

(a) The fee for a certificate of occupancy shall be ~~\$50~~ \$60.00

(b) The fee for a certificate of occupancy granted pursuant to a change of use group shall be \$200.

(c) The fee for a certificate of continued occupancy issued under N.J.A.C. 5:23-2.23(c) shall be \$200.

(d) The fee for the first issuance and the renewal of a temporary certificate of occupancy shall be \$30.

(1) Exception: There shall be no fee for the first issuance of the temporary certificate of occupancy provided the certificate of occupancy fee is paid at that time.

(2) Exception: Where a written request for a temporary certificate of occupancy is made for reasons other than uncompleted work covered by the permit (such as uncompleted work required by prior approvals from State or municipal agencies), no renewal fee shall be charged.

## 7. Variations.

The fee for an application for a variation in accordance with N.J.A.C. 5:23-2.10 shall be \$748 for class I structures, \$151. for class II structures and \$75 for class III structures. The fee for resubmission of an application for a variation shall be \$289 for class I structures and \$82 for class II structures and \$50 for class III structures.

## 8. Annual Permits.

The fee to be charged for an annual construction permit shall be charged annually. This fee shall be a flat fee based upon the number of maintenance workers who are employed by the facility, and who are primarily engaged in work that is governed by a subcode. Managers, engineers and clericals shall not be considered maintenance workers for the purpose of establishing the annual construction permit fee. Annual permits may be issued for building/fire protection, electrical and plumbing.

Fees for annual permits shall be as follows:

(a) One to 25 workers (including foremen) \$840/worker; each additional worker over 25, \$292/worker.

(b) Prior to the issuance of the annual permit, a training registration fee of \$176 per subcode and a list of not more than three individuals to be trained per subcode shall be submitted by the applicant to the Department of Community Affairs, Bureau of Code Services, Education Unit along with a copy of the construction permit (Form F170). Checks shall be made payable to "Treasurer, State of New Jersey." The Department shall register these individuals and notify them of the courses being offered.



**LAKE COMO BOROUGH  
1740 MAIN STREET  
LAKE COMO, NJ 07719  
(732) 681-3232  
AGENDA**

**DATE: JULY 11, 2023  
REGULAR MEETING**

**MEETING CALLED TO ORDER**

**SALUTE TO FLAG AND MOMENT OF SILENT REFLECTION**

**SUNSHINE LAW**

Introduction as required under the Sunshine Law: Adequate notice of this meeting has been provided by the adoption of a Resolution by the Mayor and Council on the twentieth day of June 2023 in which Resolution the time and place of Agenda and Regular Meeting for July 11, 2023 was set forth. Notice of same was delivered to the Asbury Park Press, the Coast Star and TAPinto and a copy of the notice was posted on the borough website at [www.lakecomonj.org](http://www.lakecomonj.org) and on the bulletin board in Borough Hall. All meetings are open to the public.

**ROLL CALL**

Douglas Witte  
Hawley Scull  
Christopher D'Antuono  
Nick DeMauro  
Peter Ventrice  
Heather Albala-Doyle

**APPROVAL OF MINUTES**

Minutes from the June 7, 2023 and June 20, 2023 Meetings

**COMMUNICATIONS**

**REPORTS OF COMMITTEES**

**UNFINISHED BUSINESS**

**PUBLIC COMMENTS ON NEW BUSINESS & CONSENT AGENDA**

## **CONSENT AGENDA**

All items listed under this section are considered to be routine by the Borough Council and will be enacted by one motion. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

Raffle Application 2023-13  
Spring Lake Fire Company #1 – Gift Auction

## **NEW BUSINESS**

Public Hearing for the Monmouth County Open Space Grant Program

Application for use of Recreational Facilities  
With Intentions Holistic Studio

Special Events Application  
NJFMBA Fallen Heroes 5K

Ordinance 2023-07  
First Reading and Introduction  
Amending Parking Ordinance  
Offered by Councilman DeMauro

Resolution 2023-92  
Extending Water/Sewer Grace Period  
Offered by Councilman Witte

Resolution 2023-93  
Payment of Bills  
Offered by Councilwoman Albala-Doyle

Resolution 2023-94  
Payment of NJNG Bill  
Offered by Councilwoman Scull

Resolution 2023-95  
Authorizing RFPs for Independent Financial Advisor and Engineering Consultant  
Offered by Councilman D'Antuono

Resolution 2023-96  
Closed Session  
Offered by Councilman Ventrice

Resolution 2023-97  
Authorizing Addendum #5 with South Monmouth Regional Sewerage Authority  
Offered by Councilman D'Antuono

Resolution 2023-98

Authorizing Agreement with Monmouth County Board of Health for Local Public Health Services

Offered by Councilman Witte

**PUBLIC COMMENTS**

**ALCOHOLIC BEVERAGE CONTROL BOARD**

Social Affairs Permit Application

27<sup>th</sup> Annual Lake Como Day

**NEXT MEETING**

The next regular meeting of the Mayor and Council will be held on Tuesday, August 1, 2023, immediately following the 7:30 PM Workshop in the Lake Como Meeting Room. All meetings are open to the public.

**MOTION TO ADJOURN**



Application No. RA 2023-13  
Identification No. 475-9-25090

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be a standard notebook page or a sheet of stationery.

1. The specific purpose(s) to which the entire net proceeds of the games listed in this application are to be devoted, and the manner in which they are to be so devoted, are:

**TO BENEFIT THE TUNNEL TO TOWERS FOUNDATION-TEAM SHAMROCK**

- "It is hereby certified that TUNNEL TO TOWERS FOUNDATION-TEAM SHAMROCK  
Name of organization

Date: June 19, 2023

Signature: P. J. Bennett

A description of all prizes to be offered and given in all of the games listed in this application is as follows. For merchandise, describe the article and state the retail value; if prizes are to be donated, indicate that fact and estimate as accurately as possible the information requested below.

[illegible]

**Part E - Officers of Applicant**

Office	Name of officer	Residence address	Age
PRESIDENT	MATTHEW PALMER	425 MONMOUTH AVE, SPRING LAKE	48
VICE-PRESIDENT	DAVID VILLET	513 8TH AVE, BELMAR	40
SECRETARY	GAYLE BROWN	1420 18TH AVE, APT. 2. WALL	67
TREASURER	PETER MEADE	300 WORTHINGTON AVE, SPRING LAKE	73

**Part F - Members of Applicant who will be in charge of the games**

Name of member in charge	Residence address	Telephone No. (include area code)	Age
FRANK CIUFO	506 7TH AVENUE, SPRING LAKE HEIGHTS	732-245-5445	63

**Part G - Members of Applicant who will assist in conducting the games**

Name of member	Residence address	Age

**Part H - Names of other organizations whose members will assist in conducting the games**

Name and address of organization	How related	Identification No.

If more space is needed in any section of this application, insert extra sheets of paper.

**Part I - Statement of Applicant and member(s) in charge**

State of New Jersey

County of **MONMOUTH**

} ss.

We do hereby each make the following statement, under oath, with respect to the foregoing application:

1. The applicant (is) (is not) limited in its activities to the furtherance of one or more authorized purposes as defined in the Raffles Licensing Law.
2. Prior to the issuance of any license to it to conduct games of chance, the applicant was actively engaged in serving one or more "authorized purposes."
3. The applicant has received and used, and in good faith expects to continue to receive and use, to further one or more authorized purposes, funds from sources other than games of chance.
4. The conduct of the games on the occasion or occasions for which this application is made will be to raise and devote the entire net proceeds to the authorized purpose described in the application.
5. For each occasion for which a license is sought, one or more of the members listed who are familiar with the Raffles Licensing Law and the Rules and Regulations, will be in full charge of, and primarily responsible for, the conduct of the games.
6. No commission, salary, compensation, reward or recompense will be paid to any person for holding, operating or conducting or assisting in the holding, operation or conducting, of the games, except to bookkeepers or accountants for professional services not exceeding the amounts fixed by the Schedule of Fees, as well as the compensation for the Licensed Compensated Workers pursuant to N.J.A.C. 13:47-6A. No prize may be offered and given in cash, except as otherwise provided by the Raffles Licensing Law (N.J.S.A. 5:8-50 et seq.). If a cash prize under certain circumstances is permitted by the law, the amount of the cash prize may not exceed the limits prescribed by the Raffles Licensing Law.
7. All statements in the foregoing application are true.

Sworn and subscribed to before me this

19 day of June, 20 23

Dina M. Zahorsky  
Notary Public (Print name)

Dina M. Zahorsky  
Signature of Notary Public



Matthew J. Palmer Treasurer  
Signature of Officer and Title

Member in Charge

Member in Charge

Member in Charge

Member in Charge

**If more space is needed in any section of this application, insert extra sheets of paper.**

Applicant's registration slip from the *Legalized Games of Chance Control Commission* must be presented to the Municipal Clerk with this application.

PURSUANT TO N.J.A.C. 17:27-9, a Legalized Games of Chance Control Commission Registration is hereby issued to:

Effective date: 01/01/2022

Expiration date: 12/31/2023

Registration identification: 475-9-25090

Spring Lake Fire Co #1 Inc  
1007 FIFTH AVE  
SPRING LAKE, NJ 07762



Neither registration nor the assignment of an identification number shall entitle any organization to hold, operate or conduct, or assist in the holding, operating or conducting of, any game or games of chance without the approval of the issuing authority of the municipality in which the game or games are to be held, operated or conducted.

Name of organization on application and license must be the same as it appears on this registration. This Registration Certificate may only be utilized by the above-named organization.

Mail to: Spring Lake Fire Co #1 Inc  
1007 FIFTH AVE  
SPRING LAKE, NJ, 07762  
Attn:

*New Jersey Office of the Attorney General*  
Division of Consumer Affairs  
Legalized Games of Chance Control Commission  
Registration

  
Edward F. Barrett, Secretary  
Legalized Games of Chance Control Commission



# Borough of Lake Como

1740 Main Street • Lake Como, New Jersey 07719  
(732) 681-3232 • FAX (732) 681-8981

Kevin G. Higgins  
Mayor

Andrew Huisman  
Administrator

## Borough of Lake Como Application for Use of Recreational Facility

Name: Regina Viqueira, co-owner, With Intentions Holistic Studio LLC  
Address: 1700 Main St, Ste 101, Lake Como, NJ  
Telephone Number: 732-800-6960  
Date(s) of Request: Saturdays Jul - Sep 2023 Time: from 9:00am to 10:00am  
Description of Use: Sun Flow Yoga Class - This open level yoga class is a mindful based flow to tune into our bodies and  
It would be open to the public, and sign up and waivers would be completed through our business via withintentions.com/Mindbody.

### Area Requested:

- ☒ Soccer Fields – Behrman Park
- ☐ Baseball/Softball Fields – Behrman Park (Little League Field located at the south end of the park is not to be used)
- ★ Lake Como lakefront

### RV Please initial here that you understand the following conditions and requirements:

- The remainder of the park is still open to the public
- The area that you use must be cleaned before leaving
- The area requested can be for a period not to exceed 5 hours
- You are to keep the permit with you when using the park
- All Borough ordinances must be followed (No Alcoholic Beverages, No Animals, etc.)
- Hours of permits are between 8:00AM and 9:00PM unless otherwise approved
- Please note that field availability is contingent of Lake Como Little League and Soccer League use

Signature

7/5/2023

Date

### FOR OFFICE USE ONLY

Date of Receipt of Application

Date of Approval/Rejection of Application

Signature of Licensing Official

Copies given to

☐ Public Works

☐ Police

7/5/23 - AB



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\*\*\*MUST BE TYPED OR PRINTED NEATLY\*\*\*

### SPECIAL EVENTS PERMIT APPLICATION

PLEASE COMPLETE THE FOLLOWING INFORMATION, AS REQUIRED BY  
BOROUGH ORDINANCE NO. 93-576.

EVENT NAME: NJFMBA FALLEN HEROES 5K MEMORIAL RUN  
DATE OF EVENT: SEPTEMBER 9, 2023  
TIME OF EVENT: 9:00 am / pm until 12:00 am / pm  
Events must begin by 9:00am  
APPLICANT/ORGANIZATION: NEW JERSEY FIREFIGHTERS MUTUAL BENEVOLENT ASSOC.  
APPLICANT ADDRESS: 1447 CAMPBELL STREET  
RAHWAY, NJ 07065  
TELEPHONE NUMBER: 732. 499. 9250

### DAY OF EVENT CONTACT INFORMATION

PERSON RESPONSIBLE FOR EVENT: DANIEL BEIRNE (NJFMBA / ELIZABETH FD)  
NUMBER OF VOLUNTEERS FOR EVENT: 25  
(Volunteers must be over the age of 18 and must be wearing safety vests at all times)  
ADDRESS: 15 SPRINGFIELD ROAD  
ELIZABETH, NJ 07208

PHONE NUMBER: \_\_\_\_\_  
WILL THERE BE AN ADMISSION CHARGE TO ATTEND?: ☒ YES ☐ NO  
IF YES, HOW MUCH?: \$ 30  
LIABILITY INSURANCE COVERAGE? ☒ YES ☐ NO  
AMOUNT OF COVERAGE: \$ 1000. -  
HAVE YOU APPLIED TO BELMAR & SPRING LAKE? ☒ YES ☐ NO  
EVENTS WITH MORE THAN 500 PARTICIPANTS MUST APPLY TO WALL TWP.  
IF NO, WHY? \_\_\_\_\_

**\*Certificate of Insurance MUST be submitted with the application**  
**before application will be reviewed\***





## Borough of Lake Como

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### SPECIAL EVENTS PERMIT APPLICATION

LOCATION OF EVENTS AND COMPLETE DETAILS AS TO HOW THE APPLICANT INTENDS TO PROVIDE FOR SECURITY AND TRAFFIC CONTROL. EVENTS WITH OVER 500 PARTICIPANTS CANNOT USE VOLUNTEERS:

BAR ANTICIPATION (BARA)  
CERTIFIED 5K COURSE

DESCRIBE ALL BOROUGH RESOURCES AND/OR SERVICES THAT WILL BE REQUIRED TO BE PROVIDED IN CONNECTION WITH THE EVENT:

POLICE DEPARTMENT TRAFFIC CONTROL AT  
CERTAIN LOCATIONS

APPROXIMATE NUMBER OF CONTESTANTS, PARTICIPANTS, SPECTORS, AND/OR OTHER PEOPLE THAT COULD REASONABLY BE ANTICIPATED TO ATTEND THE EVENT: 1,000.

THE BOROUGH OF LAKE COMO RESERVES THE RIGHT TO CANCEL ANY SPECIAL EVENT DUE TO CIRCUMSTANCES BEYOND ITS CONTROL, SUCH AS STORMS OR ANY NATURAL DISASTER.



SIGNATURE OF APPLICANT

6.21.23

DATE

#### FOR OFFICE USE ONLY

Date Application Received

Received by

Date Application Reviewed & Approved by DPW

Reviewed by

Date Application Reviewed & Approved by Police

Reviewed by

Price from Police Department

Date Approved by Mayor & Council

6-26-23

Aloney



**BOROUGH OF LAKE COMO, MONMOUTH COUNTY, STATE OF NEW JERSEY**

**ORDINANCE 2023-07**

**AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 3 SECTION 25.3 OF THE BOROUGH CODE ENTITLED “PARKING OF BUSES AND TRUCKS”, and CHAPTER 7, SECTION 15 OF THE BOROUGH CODE ENTITLED “PARKING OF VEHICLES WEIGHING IN EXCESS OF FOUR TONS PROHIBITED”**

**WHEREAS** the Mayor and Council of the Borough of Lake Como, in the County of Monmouth, New Jersey (the “Borough”), a public body corporate and politic of State of New Jersey (“the State”), wish to amend and supplement the ordinance prohibiting parking of certain trucks, vehicles and trailers for greater clarity to the Borough and its residents.

**NOW THEREFORE, BE IT ORDAINED**, by the Mayor and Council of the City of Lake Como, Chapter 3 Section 25.3 is hereby amended and supplemented as follows (additions in [brackets]; ~~deletions struck through~~):

**§3-25.3 PARKING OF BUSES AND TRUCKS.**

There shall be no parking of any of the following vehicles on the public streets or any parts thereof or any public property within the Borough of Lake Como during the hours of 9:00 p.m. to 7:00 a.m.:

- a. Any commercially licensed vehicle;
- b. Any bus, omnibus, house trailer, camper, recreational vehicle, boat, boat trailer;
- c. Any box truck (which shall mean any vehicle with a separate cab and box-type structure); and
- d. Any vehicle over 10,000 pounds.

**BE IT FURTHER ORDAINED**, by the Mayor and Council of the City of Lake Como, Chapter 7 Section 15 is hereby amended and supplemented as follows (additions in [brackets]; ~~deletions struck through~~):

**§ 7-15. PARKING OF ~~VEHICLES WEIGHING IN EXCESS OF FOUR TONS PROHIBITED~~ [CERTAIN TRUCKS, VEHICLES AND TRAILERS PROHIBITED].**

~~No person shall park a truck, tractor, trailer, semi-trailer or omnibus having registered gross weights in excess of four tons upon any street between the hours specified.~~

Name of Street	Sides	Hours	Location
(Reserved)			

**Section a.** No person shall park any commercially licensed vehicle, a school bus, box trucks (which shall mean any vehicle with a separate cab and box-type structure) any type of bus, recreational vehicle, camper, boat or trailer, however not including six-wheel pickup trucks or trucks utilized for the purpose of making deliveries or moving furniture,

and not including any vehicle with handicap license plates or properly issued and displayed handicap placard, between the hours specified, upon any of the streets or parts of streets described.

Name of Street	Side	Time Limit	Location
All Borough streets	Both	30 minutes	All streets contained within Borough

[Section b. Further, permission may be granted by the Police Department for the temporary parking of any such trucks or vehicles during the hours when parking is prohibited as specified above and under such terms and conditions as specified by the Police Department.]

[Section c. There shall be no parking of any boat trailer or trailers at any time upon any of the public streets or parts thereof within the Borough.]

**SO ORDAINED** as aforesaid.

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DOUGLAS E. WITTE, Council President

### **NOTICE**

Notice is hereby given that the foregoing Ordinance was introduced and passed on first reading at a meeting of the Lake Como Borough Council held on July 11, 2023. Said Ordinance will again be read and considered for final passage at a meeting of the Lake Como Borough Council to be held at 7:30 p.m. on August 1, 2023 at 1740 Main Street, Lake Como, New Jersey 07719. At said time and place, all persons having an interest in the foregoing Ordinance will be granted an opportunity to be heard concerning the same prior to consideration for final passage by the Council.

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AMY L. BONEY, Acting Borough Clerk

### **MAYORAL APPROVAL**

APPROVAL BY THE MAYOR ON THIS \_\_\_\_  
DAY OF \_\_\_\_\_, 2023.

---

KEVIN G. HIGGINS, Mayor

**RESOLUTION 2023-92**  
**RESOLUTION OF THE BOROUGH OF LAKE COMO, COUNTY OF**  
**MONMOUTH, STATE OF NEW JERSEY EXTENDING THE GRACE PERIOD**  
**FOR WATER/SEWER DUE DATE**

**WHEREAS**, the Borough of Lake Como did not provide adequate notice to property owners of the amount of water/sewer fees owed for the third quarter of 2023; and

**WHEREAS**, the Council for the Borough of Lake Como believes that the grace period for the payment of water/sewer bills should be extended until July 31, 2023.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Lake Como that the grace period for the payment of water/sewer bills in the Borough of Lake Como for the third quarter of 2023 be and the same is hereby extended to July 31, 2023, after which date interest shall be charged retroactive to the due date.

**BE IT FURTHER RESOLVED** that interest shall only be charged on the third quarter water/sewer bills by the Water Sewer Collector for payments received after the July 31<sup>st</sup> grace period.

Dated: July 11, 2023

\_\_\_\_\_  
Kevin G. Higgins  
Mayor

\_\_\_\_\_  
Douglas Witte  
Council President

Certification

I hereby certify that the foregoing Resolution to be a true and exact copy of the Resolution adopted by the Lake Como Borough Council at its meeting held on July 11, 2023.

\_\_\_\_\_  
Amy L. Boney  
Acting Borough Clerk

Resolution 2023 - 93

Be it resolved by the Mayor and Council of the Borough of Lake Como that the proper officers be directed and authorized to make payment from the following accounts:

CURRENT ACCOUNT:

Per Attached Bill List	\$ 268,759.08
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WATER/SEWER ACCOUNT:

Per Attached Bill List	\$ 272.09
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TOURISM ACCOUNT:

Per Attached Bill List	\$ 1,020.12
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GENERAL CAPITAL FUND:

Per Attached Bill List	\$ 256.41
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ACH WIRE PAYMENTS:

Per Attached Budget Entry List	\$ 23,984.87
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<b>TOTAL:</b>	<b>\$ 294,292.57</b>
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Dated: July 11, 2023

---

Kevin G. Higgins  
Mayor

---

Douglas Witte  
Council President

Certification

I hereby certify that the foregoing Resolution to be a true and exact copy of the Resolution adopted by the Lake Como Borough Council at its meeting held on July 11, 2023.

---

Amy L. Boney  
Acting Borough Clerk

July 7, 2023  
11:00 AM

Borough Of Lake Como  
Received P.O. Batch Listing By P.O. Number

Page No: 1

Rcvd Batch Id Range: First		to Last		Rcvd Date Start: 0		End: 07/07/23	Report Format: Condensed	
Rcvd Date	Batch Id	PO #	Description	Vendor		Amount	Contract	
06/19/23	DAWND	23-00308	FOUNTAIN SUPPLIES	LAKEMGT	LAKE MANAGEMENT SCIENCES	10,110.00		
06/19/23	DAWND	23-00434	WATER TAX JAN/FEB/MAR 2023	SNJ26	STATE OF NEW JERSEY-PWT	104.09		
06/19/23	DAWND	23-00436	IMP TO 17TH AVE PHASE IV	CMEASSOC	CME ASSOCIATES	1,188.00		
06/19/23	DAWND	23-00437	IMP TO MARGERUM PHASE I	CMEASSOC	CME ASSOCIATES	180.00		
Total for Batch: DAWND						11,582.09		
Total for Date: 06/19/23			Total for All Batches:			11,582.09		
06/20/23	DAWND	23-00423	PLANNING BOARD ISSUE 5/12 & 16	SHAINSCH	SCHAFFER SHAIN JALLOH, PC	221.00		
06/20/23	DAWND	23-00425	TAX BILLS	M0003	MGL PRINTING SOLUTIONS	446.00		
06/20/23	DAWND	23-00440	TIPPING FEES JUNE 1-15	DELIS	DELISA WASTE SERVICES	2,707.10		
Total for Batch: DAWND						3,374.10		
Total for Date: 06/20/23			Total for All Batches:			3,374.10		
06/22/23	DAWND	23-00438	LEGALS AND AFFIDAVITS 6/15/23	C1161	THE COAST STAR	40.60		
06/22/23	DAWND	23-00441	MONTHLY TRASH SERVICE JULY	DELIS	DELISA WASTE SERVICES	12,093.94		
06/22/23	DAWND	23-00448	NOTARY FEES	SANBO	AMY BONEY	30.00		
Total for Batch: DAWND						12,164.54		
Total for Date: 06/22/23			Total for All Batches:			12,164.54		
06/23/23	DAWND	23-00443	GT-113 WASHERS	SLCME	RIO SUPPLY, INC D/B/A SLC MET	168.00		
06/23/23	DAWND	23-00447	RECYCLE TIPPING FEES MAY	DELIS	DELISA WASTE SERVICES	1,498.98		
Total for Batch: DAWND						1,666.98		
Total for Date: 06/23/23			Total for All Batches:			1,666.98		
06/26/23	DAWND	23-00439	OIL AND OIL FILTERS	V0105	VAN WICKLE AUTO SUPPLY, INC.	44.27		
06/26/23	DAWND	23-00453	GAS SERVICE 5/11-6/12	NJ254	NJ NATURAL GAS CO	149.30		
06/26/23	DAWND	23-00455	CABLE WIFI PHONE JUNE/JULY	CABLE	OPTIMUM	944.24		
06/26/23	DAWND	23-00458	POSTAGE MACHINE LEASE JULY	FRANCO	FRANCOTYP POSTALIA, INC.	117.00		
Total for Batch: DAWND						1,254.81		
Total for Date: 06/26/23			Total for All Batches:			1,254.81		
06/28/23	DAWND	23-00454	LEGALS AND AFFIDAVITS 6/22/23	C1161	THE COAST STAR	20.88		
06/28/23	DAWND	23-00460	SPRAY NINE CLEANER	AMAZON	AMAZON BUSINESS	73.62		
06/28/23	DAWND	23-00461	STREET LIGHTING	JC145	JCP&L	2,393.36		
Total for Batch: DAWND						2,487.86		
Total for Date: 06/28/23			Total for All Batches:			2,487.86		
06/29/23	DAWND	23-00442	STREET SWEEPING 6/14/23	MCPW	MONMOUTH CTY PUBLIC WORKS&ENG	726.80		
06/29/23	DAWND	23-00465	Postage Primary Sample Ballots	M1258	MONMOUTH COUNTY TREASURER	119.87		
Total for Batch: DAWND						846.67		



July 7, 2023  
11:00 AM

Borough of Lake Como  
Received P.O. Batch Listing By P.O. Number

Page No: 2

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
			Total for Date: 06/29/23	Total for All Batches:	846.67	
06/30/23	DAWND	23-00444	MONTHLY PEST CONTROL JUNE	AMCOPEST AMCO SERVICES GROUP, INC.	110.00	
06/30/23	DAWND	23-00446	MONTHLY PEST CONTROL MAY	AMCOPEST AMCO SERVICES GROUP, INC.	55.00	
06/30/23	DAWND	23-00450	DPW BUSINESS CARDS - ANDREW	HOFFM JAMM PRINTING	70.00	
			Total for Batch: DAWND		235.00	
			Total for Date: 06/30/23	Total for All Batches:	235.00	
07/05/23	DAWND	23-00435	INTERPRETING SERVICE 6/13/23	CRANEYS CRANEY'S INTERPRETING SERVICES	125.00	
07/05/23	DAWND	23-00445	OFFICE SUPPLIES	Q0011 Quill LLC	51.92	
			Total for Batch: DAWND		176.92	
			Total for Date: 07/05/23	Total for All Batches:	176.92	
07/06/23	DAWND	23-00413	POWER DISTRIBUTION PANELS	RITCHIE RITCHIE BROS. IRON PLANET	1,020.12	
07/06/23	DAWND	23-00471	TIPPING FEES JUNE 16-30	DELIS DELISA WASTE SERVICES	3,279.33	
07/06/23	DAWND	23-00475	IMP TO MARGERUM PHASE I	CMEASSOC CME ASSOCIATES	1,429.50	
07/06/23	DAWND	23-00476	17TH AVE PHASE IV	CMEASSOC CME ASSOCIATES	1,332.00	
07/06/23	DAWND	23-00477	NJDOT TRANSPORTATION FUND	CMEASSOC CME ASSOCIATES	972.00	
07/06/23	DAWND	23-00478	NJDOT TRUST FUND GRANT	CMEASSOC CME ASSOCIATES	936.00	
07/06/23	DAWND	23-00479	ELEC SUPPLIES FOR FOUNTAIN	GOODELEC GOOD FRIEND ELECTRIC	256.41	
07/06/23	DAWND	23-00483	IMP TO 17TH AVE PHASE III	FERNAND FERNANDES CONSTRUCTION INC	92,447.42	
07/06/23	DAWND	23-00484	IMP TO 17TH AVE, NEWMAN, CURBS	FERNAND FERNANDES CONSTRUCTION INC	130,439.49	
			Total for Batch: DAWND		232,112.27	
			Total for Date: 07/06/23	Total for All Batches:	232,112.27	
07/07/23	DAWND	23-00459	POSTAGE MACHINE LEASE AUGUST	FRANCO FRANCO TYP POSTALIA, INC.	117.00	
07/07/23	DAWND	23-00462	ELECTRIC SERVICE	JC146 JCP&L	902.76	
07/07/23	DAWND	23-00485	PETERSON VARIANCE APP	H2MASSOC H2M ASSOCIATES, INC.	95.00	
07/07/23	DAWND	23-00486	KEEGAN VANRIANCE APP	H2MASSOC H2M ASSOCIATES, INC.	1,595.00	
07/07/23	DAWND	23-00487	DYNAMIC VARIANCE APP	H2MASSOC H2M ASSOCIATES, INC.	893.00	
07/07/23	DAWND	23-00488	O'SHAUGHNESSY APP	H2MASSOC H2M ASSOCIATES, INC.	810.00	
			Total for Batch: DAWND		4,412.76	
			Total for Date: 07/07/23	Total for All Batches:	4,412.76	

July 7, 2023  
11:00 AM

Borough Of Lake Como  
Received P.O. Batch Listing By P.O. Number

Page No: 3

Batch Id	Batch Total
Total for Batch: DAWND	270,314.00
Total Of All Batches:	<u>270,314.00</u>

July 7, 2023  
11:00 AM

Borough Of Lake Como  
Received P.O. Batch Listing By P.O. Number

Page No: 4

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	3-10	268,765.38	0.00	0.00	268,765.38
	3-20	272.09	0.00	0.00	272.09
	3-74	<u>1,020.12</u>	<u>0.00</u>	<u>0.00</u>	<u>1,020.12</u>
Year Total:		270,057.59	0.00	0.00	270,057.59
GENERAL CAPITAL FUND	C-50	256.41	0.00	0.00	256.41
Total Of All Funds:		<u>270,314.00</u>	<u>0.00</u>	<u>0.00</u>	<u>270,314.00</u>

June 29, 2023  
01:25 PM

Borough Of Lake Como  
Check Register By Check Id

Page No: 2

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	3-10	143.00	0.00	0.00	143.00
Total Of All Funds:		<u>143.00</u>	<u>0.00</u>	<u>0.00</u>	<u>143.00</u>

June 28, 2023  
01:25 PM

Borough Of Lake Como  
Check Register By Check Id

Page No: 1

Range of Checking Accts: INVESTORS CURRE to INVESTORS CURRE Range of Check Ids: 9072 to 9072  
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void	Ref Num
PO #	Item	Description				Contract	Ref Seq Acct
9072	06/28/23	FRANCO					2738
23-00457	1	FRANCOTYP POSTALIA, INC.					
		POSTAGE MACHINE LEASE JUNE	117.00	3-10- -005-201	Budget		1 1
				COLLECTION OF TAXES OE			
23-00457	2	LATE CHARGE	26.00	3-10- -005-201	Budget		2 1
				COLLECTION OF TAXES OE			
			143.00				

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	143.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	143.00	0.00

June 28, 2023  
01:23 PM

Borough Of Lake Como  
Check Payment Batch Verification Listing

Page No: 1

Batch Id: DAWND Batch Type: C Batch Date: 06/28/23 Checking Account: INVESTORS CURRE G/L Credit: Budget G/L Credit  
Generate Direct Deposit: N

Check No.	Check Date	Vendor #	Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item	Description		Description					
	06/28/23	FRANCO	FRANCOTYP POSTALIA, INC.		P. O. BOX 660831					
23-00457	06/26/23	1	POSTAGE MACHINE LEASE JUNE	117.00	3-10- -005-201		Budget	Aprv	1	1
					COLLECTION OF TAXES OE					
23-00457	06/26/23	2	LATE CHARGE	26.00	3-10- -005-201		Budget	Aprv	2	1
					COLLECTION OF TAXES OE					
				143.00						

	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
Checks:	1	2	143.00

There are NO errors or warnings in this listing.

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	3-10	143.00	0.00	0.00	143.00
Total of All Funds:		<u>143.00</u>	<u>0.00</u>	<u>0.00</u>	<u>143.00</u>

G/L Posting Summary

Account	Description	Debits	Credits
3-10- - -100-010	CURRENT CHECKING INVESTORS	0.00	143.00
3-10- - -500-001	CURRENT APPROPRIATIONS	<u>143.00</u>	<u>0.00</u>
	Grand Total:	<u>143.00</u>	<u>143.00</u>



Fund Description	Fund	Expenditures	Reimbursements	Transfer In	Transfer Out	Cancel	Encumbrances
	3-10	23,984.87	0.00	0.00	0.00	0.00	0.00
Total of All Funds:		23,984.87	0.00	0.00	0.00	0.00	0.00

	Entries	Amount
Expenditures:	2	23,984.87
Reimbursements:	0	0.00
Transfer In:	0	0.00
Transfer Out:	0	0.00
Cancel:	0	0.00
Encumbrance:	0	0.00
YTD 1099:	0	0.00
Total:	2	

There are warnings in this listing, but can proceed with update.

July 6, 2023  
10:03 AM

Borough Of Lake Como  
Budget Entry Verification Listing

Page No: 1

Batch Id: HLTHEMP Batch Date: 07/06/23 Batch Type: Recurring

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
3-10- -013-304 EMPLOYEE GROUP INSURANCE	Expenditure	ACTIVE EMPLOYEE HEALTH BENIFITS	19,291.09		1
Db: 3-10- - -500-001 CURRENT APPROPRIATIONS		Cr: 3-10- - -100-010 CURRENT CHECKING INVESTORS			
3-10- -013-304 EMPLOYEE GROUP INSURANCE	Expenditure	RETIRED EMPLOYEE HEALTH BENIFITS	4,693.78		2
Db: 3-10- - -500-001 CURRENT APPROPRIATIONS		Cr: 3-10- - -100-010 CURRENT CHECKING INVESTORS			

WARNING: This account would have a negative balance: 3-10- -013-304. Balance would be: 106,920.22-.

WARNING: Control Acct would have a negative balance but error was overridden: 3-10- -013-304. Balance would be: 106,920.22-.

---

	Updated Entries	Updated Amount			
Reimbursements:	0	0.00			
Expenditures:	2	23,984.87			
Transfer In:	0	0.00			
Transfer Out:	0	0.00			
Cancel:	0	0.00			
Encumbrances:	0	0.00			
YTD 1099:	0	0.00			
Batch: HLTHEMP	Updated Entries:	2	Updated Amount:	23,984.87	Ref Num: 2176

---

Resolution 2023 - 94

Be it resolved by the Mayor and Council of the Borough of Lake Como that the proper officers be directed and authorized to make payment from the following account:

CURRENT ACCOUNT:

NJ Natural Gas Co.

PB&G OE

**\$ 149.30**

Dated: July 11, 2023

---

Kevin G. Higgins  
Mayor

---

Douglas Witte  
Council President

Certification

I hereby certify that the foregoing Resolution to be a true and exact copy of the Resolution adopted by the Lake Como Borough Council at its meeting held on July 11, 2023.

---

Amy L. Boney  
Acting Borough Clerk

**RESOLUTION 2023-95**

**RESOLUTION OF THE BOROUGH OF LAKE COMO COUNCIL  
AUTHORIZING RFPS FOR INDEPENDENT FINANCIAL ADVISOR AND  
ENGINEERING CONSULTANT**

---

**WHEREAS**, the Borough of Lake Como (the "Borough") has decided to explore the sale of its water and sewer systems; and

**WHEREAS**, as required by the applicable State law including the Water Infrastructure Protection Act ("WIPA") (N.J.S.A 58:30-1 et seq.), the Borough should engage an independent financial advisor and an engineering consultant to evaluate the Borough's water and sewer systems and to respectively report on an asset inventory, conditional assessment, and system operations information, the value of the systems, the financial requirements necessary to operate and maintain the utilities, the short and long term impacts to rate-payers of a proposed sale of the utilities; and to provide an estimate as to the financial requirements necessary to address the emergent conditions under WIPA ;

**WHEREAS**, the Borough Council has decided that the Borough should issue a request for proposals from qualified financial advisors and engineering firms to evaluate the Borough's water and sewer systems; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Lake Como, County of Monmouth, State of New Jersey that the Borough Administrator in consultation with the Borough Attorney is hereby authorized to prepare and advertise a Request For Proposal For Independent Financial Advisor and a Request For Proposal For Engineering Consultant in connection with a potential sale of the Borough's water and sewer systems and may take any action necessary and consistent therewith; and

**SO RESOLVED**, as aforesaid.

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Borough of Lake Como Council at its meeting held on July 11, 2023.

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Amy Boney, Acting Borough Clerk

## RESOLUTION 2023-96

### RESOLUTION OF THE BOROUGH OF LAKE COMO COUNCIL EXECUTIVE SESSIONS

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**WHEREAS**, the Borough Council of the Borough of Lake Como must discuss matters which are not appropriate for discussion in a public meeting; and

**WHEREAS**, these subjects are within the exceptions to the Open Public Meetings Act and are permitted to be discussed in Closed Session pursuant to N.J.S.A. 10:4-12b; and

**WHEREAS**, the Borough Council intends to discuss matters as follows:

- ☐ Pursuant to N.J.S.A. 10:4-12b(1), "any matter which, by provision of federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of subsection a." of N.J.S.A. 10:4-12, public meetings. The nature of the matter, described as specifically as possible without undermining the need for confidentiality, is:
- ☐ Pursuant to N.J.S.A. 10:4-12b(2), "any matter in which the release of information would impair a right to receive funds from the Government of the United States". The nature of the matter, described as specifically as possible without undermining the need for confidentiality, is:
- ☐ Pursuant to N.J.S.A. 10:4-12b(3), "any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality, is:
- ☐ Pursuant to N.J.S.A. 10:4-12b(4), "any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body." The collective bargaining contract(s) discussed are between the Commission and:
- ☐ Pursuant to N.J.S.A. 10:4-12b(5), "any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matter were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality, is:
- ☐ Pursuant to N.J.S.A. 10:4-12b(6), "any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality, is:
- ☒ Pursuant to N.J.S.A. 10:4-12b(7), "any pending or anticipated litigation or contract negotiation other than in subsection b. (4)" of N.J.S.A. 10:4-12 "in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the

extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The nature of the matter, described as specifically as possible without undermining the need for confidentiality, is: contract negotiations

- ☐ Pursuant to N.J.S.A. 10:4-12b(8), "any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or discipline of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." The nature of the matter, described as specifically as possible without undermining the need for confidentiality, is:
- ☐ Pursuant to N.J.S.A. 10:4-12b(9), "any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act or omission for which the responding party bears responsibility." The nature of the matter, described as specifically as possible without undermining the need for confidentiality, is:

**WHEREAS**, the length of the Closed Session is estimated to be 30 minutes after which the public meeting of the Borough Council shall reconvene, and action may be taken.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Council will recess into Closed Session for only the aforesaid subject(s); and

**BE IT FURTHER RESOLVED** that the Borough Council hereby declares that its discussion of the aforesaid subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure in accordance with the Open Public Meetings Act.

Dated: July 11, 2023

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

### **CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Borough of Lake Como Council at its meeting held on July 11, 2023.

---

Amy Boney, Acting Borough Clerk

**RESOLUTION 2023-97**

**RESOLUTION AUTHORIZING ADDENDUM #5 WITH SOUTH MONMOUTH  
REGIONAL SEWERAGE AUTHORITY**

**WHEREAS**, the Borough of Lake Como is a member municipality of the South Monmouth Regional Sewerage Authority; and

**WHEREAS**, the Authority has advised that member service agreements shall expire on March 31, 2024; and

**WHEREAS**, while the original service agreement and addendums 1-4 provide for all terms and conditions of the current contract to remain in effect until payment in full of all obligations to the Authority, an extension by way of addendum must be ratified to incorporate a Contract Time which extends beyond the length of the current obligations; and

**WHEREAS**, Addendum #5 amends Section 2.06 to Calculation and Certification of Annual Payments to reflect how the annual flow year calculation has been performed since 2015 as well as amends Section 3.08 Duration of Contract, extending the service agreement contract to March 31, 2054.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Lake Como that the Mayor is hereby authorized to execute said agreement. A copy of which shall be sent to the South Monmouth Regional Sewerage Authority.

Dated: July 11, 2023

---

Kevin G. Higgins  
Mayor

---

Douglas Witte  
Council President

**Certification**

I hereby certify that the foregoing Resolution to be a true and exact copy of the Resolution adopted by the Lake Como Borough Council at its meeting held on July 11, 2023

---

Amy L. Boney  
Acting Borough Clerk



**SERVICE AGREEMENT ADDENDUM NO. 5**

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY**

**and**

**BOROUGH OF LAKE COMO**

**Dated as of \_\_\_\_\_, 2023**

THIS ADDENDUM AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 2023,

**BETWEEN**

**SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY**, Monmouth County, New Jersey, a public body, politic and corporate, organized and existing under the provisions of N.J.S.A. 40:14A-1 et. seq. constituting Chapter 138 of the Pamphlet laws of New Jersey of 1946 (the "Authority"),

**AND**

**TH BOROUGHS OF LAKE COMO**, a municipal corporation of the State of New Jersey (hereinafter referred to as "Member Municipality"),

**WITNESSETH:**

**RECITALS**

1. The Authority has entered into Service Agreement Addendum Nos. 1, 2, 3 and 4 to Service Agreement with Member Municipality.

2. The Authority and Member Municipality are desirous of amending the Service Agreement by 1) amending the calculation and certification of annual payments and 2) extend the duration of the contract for an additional thirty (30 years) by the Authority and the Member Municipality as adopted by the Authority pursuant to Addendum No. 5 of the Service Agreement.

**NOW THEREFORE**, the parties hereto for and in consideration of the mutual covenants herein contained, hereby agree to and with each other, each intending to be legally bound, as follows:

**A.** Anything to the contrary notwithstanding contained in the original Service Agreement and Addendum Nos. 1, 2 3 and 4 between the Authority and the Member Municipality, the provision; in the within Addendum No. 5 Agreement shall control and be binding upon the parties.

**B. Section 2.06: Calculation and Certification of Annual Payments** – This section is hereby modified to read as follows:

On or before the 15<sup>th</sup> of December of the preceding year, in any year in which the Authority shall calculate a rate or rates as herein above provided, the Authority shall calculate and certify to municipalities the amount of money which each shall be required to pay to the Authority during the ensuing year. As to each municipality, such amount shall be calculated by the Authority by applying said

rate or rates (including any applicable surcharges as provided herein) to the volume and characteristics of the sewerage delivered and discharged into the Authority facilities by each municipality, during the full year ending on the last day of September next preceding as shown in the records of the Authority or, if there is no record covering such delivery and discharge during full stated flow year. Then to the volume of sewerage (if any) which the Authority then estimates will be delivered and discharged by each municipality into the Authority facilities during the first full year of operation of the Authority facilities.

All remaining paragraphs of this Section of the Service Agreement remain in effect.

**C Section 3.08: Duration of Contract** –This section is hereby amended to read as follows:

This Agreement shall become effective upon its execution by the Authority and all of the Member Municipalities as set forth in Section 3.06 and the term thereof shall extend until March 31, 2054 and thereafter until terminated by either party upon two years' notice to the other party; provided however, that in no event shall this Agreement be terminated prior to the payment in full of all obligations of the Authority including its bonds.

**IN WITNESS WHEREOF**, the parties hereto, acting through their duly authorized officers, have caused the due execution hereof as of the day and year first above-written.

ATTEST:

**SOUTH MONMOUTH REGIONAL  
SEWERAGE AUTHORITY**

\_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_

By: \_\_\_\_\_  
Mayor

**RESOLUTION 2023-98**

**RESOLUTION AUTHORIZING THE MAYOR AND BOROUGH CLERK TO ENTER INTO A MEMORANDUM OF AGREEMENT BETWEEN THE BOROUGH OF LAKE COMO AND THE MONMOUTH COUNTY BOARD OF HEALTH FOR THE PROVISION OF LOCAL PUBLIC HEALTH SERVICES**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Lake Como that the Mayor, Borough Clerk and Borough Administrator be and are hereby authorized to execute an Agreement with The Monmouth County Board Health Department to enter into a Shared Service Agreement between the Borough of Lake Como and the Monmouth County Board of Health for the provision of local public health services to the Borough of Lake Como.

**BE IT FURTHER RESOLVED** this agreement shall be for the period of five years effective January 1, 2023 and is attached hereto and made a part hereof.

Dated: July 11, 2023

---

Kevin G. Higgins  
Mayor

---

Douglas Witte  
Council President

**Certification**

I hereby certify that the foregoing Resolution to be a true and exact copy of the Resolution adopted by the Lake Como Borough Council at its meeting held on July 11, 2023.

---

Amy L. Boney  
Acting Borough Clerk

**MEMORANDUM OF AGREEMENT  
BETWEEN THE MONMOUTH COUNTY BOARD OF HEALTH  
AND THE BOROUGH OF LAKE COMO  
FOR THE PROVISION OF LOCAL PUBLIC HEALTH  
SERVICES**

**WHEREAS**, the Monmouth County Board of Health, through the Monmouth County Health Department (the "County"), provides State mandated local health services pursuant to the Local Health Services Act, *N.J.S.A. 26:3A2-1 et seq.* and the Public Health Practice Standards of Performance for Local Boards of Health in New Jersey, *N.J.A.C. 8:52-1 et seq.*; and

**WHEREAS**, there must be a Board of Health in every municipality in the State, whether through its own individual municipal local health agency or through another agency such as a county health department; and

**WHEREAS**, the County serves as the health department for various towns throughout Monmouth County by virtue of contractual agreements; and

**WHEREAS**, the Borough of Lake Como (the "Municipality") is in need of the provision of local health services, and the County desires to provide these health services to the Municipality.

**NOW, THEREFORE**, in consideration of the terms and conditions hereinafter set forth, the County and the Municipality (collectively the "Parties") agree as follows:

**A. ADMINISTRATION.**

1. The County hereby accepts the Municipality as a member in the Monmouth County Board of Health system effective January 1, 2023. The County agrees to provide the Municipality with any and all current and future State mandated public health services required by statute, law, code regulation and/or directive which shall satisfy any and all health service obligations of the Municipality. The County further agrees that its employees, agents, and servants shall provide all aforesaid services in an efficient, timely manner.
2. The County's Health Department is designated as the statutorily recognized local health agency for the Municipality.
3. The County's Public Health Coordinator is designated as the full-time health officer for the Municipality for all public health services and activities.
4. The Public Health Coordinator shall provide technical and professional services to assure the provision of core public health services, along with any elected services, that meet the standards set forth in in the Public Health Practice Standards of Performance for Local Boards of Health in New Jersey, *N.J.A.C. 8:52-1 et seq.*
5. The Public Health Coordinator shall assess public health needs, plan, organize and implement public health activities within the Municipality.

6. The Public Health Coordinator shall lead the investigation of, and response to, all public health emergencies, disasters and/or hazardous situations within the Municipality.
7. To fulfill the requirements of core public health activities, along with elected activities, the County may designate qualified and experienced representatives to assume responsibility for delegated activities as may be required, necessary and/or prudent to carry out and discharge public health activities.
8. The Public Health Coordinator may delegate activities to customary personnel, such as nurses, registered environmental health specialists, health educators and any others as may be required to carry out core activities. Personnel that have been delegated activities shall satisfy the requirements set forth in *N.J.A.C. 8:52-1 et seq.* and *N.J.A.C. 8:7-1 et seq.*, regarding licensure of persons for public health positions.

**B. COST.** As per *N.J.S.A. 26:3A2-19*, payment by the Municipality to the County shall be determined based upon the County's annual budget adopted by the County Board of County Commissioners. The County Board of Taxation shall adjust and apportion the annual levy between participating municipalities in accordance with *N.J.S.A. 54:4-49*. The total amount will be assessed, levied and collected in the same manner and at the same time as other County taxes. Such cost also includes the provision of public health nursing services. There shall be no surcharges for legal fees, overtime or emergency events.

**C. TERM.** This Agreement shall be in effect for a five (5) year period commencing January 1, 2023. After participation for not less than two (2) years, the Municipality may withdraw from this Agreement, provided that the Municipality gives the County a minimum of six (6) months' notice in accordance with *N.J.S.A. 26:3A2-12*. This Agreement shall run on a calendar year basis, therefore notice of termination must be given by no later than July 1st in order to be effective for the following January 1st.

**D. INDEMNIFICATION.** The Municipality hereby agrees to indemnify and hold the County harmless at all times in respect to all liabilities in connection with any and all past, present and future claims, actions, proceedings, judgments or expenses arising from any and all health services provided by the Municipality, its employees, and/or the Monmouth County Regional Health Commission #1 [prior health services provider] at any time prior to the effective date of the within Agreement. The Municipality further agrees to indemnify, protect, and hold harmless the County, its officers, agents, and employees from and against any and all suits, claims, demands, or damages, arising out of any act, error, or omission of the Municipality, its employees, or its agents, including but not limited to expenditures for investigation, legal defense, judgments, and/or settlements.

**E. COMPLIANCE WITH LAW.** The Parties agree that the services covered by this Agreement shall be provided in full compliance with all federal, state and local laws, rules and regulations, including but not necessarily limited to the Health Insurance Portability and Accountability Act of 1996 (HIPAA), as amended and implemented. The Parties agree to execute such other documents as may be needed to ensure full legal compliance.

**F. AUTHORITY TO EXECUTE AGREEMENT.** The execution of this Agreement has been duly authorized by the governing bodies of the County and the Municipality.

**G. CHOICE OF LAW.** This Agreement shall be governed by and be interpreted in accordance with the laws of the State of New Jersey. All disputes arising under this Contract shall be resolved exclusively in the Superior Court of New Jersey, Monmouth County.

**H. COUNTERPARTS.** This Agreement may be fully executed in any number of counterparts, each of which shall be deemed to be an original and all of which taken together shall constitute one agreement binding upon all parties, notwithstanding that all parties have not signed the same counterpart. Such executions may be transmitted to the parties electronically or by facsimile, and such electronic or facsimile execution shall have the same force and effect as an original signature.

**I. COPY.** Upon execution, this Agreement shall be submitted to the New Jersey Department of Health, Office of Local Public Health, P.O. Box 360, Trenton, NJ 08625-0360.

**J. NOTICES.** Any notices that are required pursuant to this Agreement shall be made in writing (including facsimile and electronic transmissions), and mailed or transmitted or delivered as follows:

To COUNTY:

Monmouth County Administrator  
Address: 1 E. Main Street, Freehold, NJ 07728  
Attn: Teri O'Connor, County Administrator  
Email: [Teri.O'Connor@co.monmouth.nj.us](mailto:Teri.O'Connor@co.monmouth.nj.us)  
Fax: 732-409-4820

And

Monmouth County Health Department  
Address: 50 East Main Street, Freehold, NJ 07728  
Attn: Christopher P. Merkel, M.P.H., H.O., Public Health Coordinator  
Email: [Christopher.Merkel@co.monmouth.nj.us](mailto:Christopher.Merkel@co.monmouth.nj.us)  
Fax: 732-409-7579

To MUNICIPALITY:

BOROUGH OF LAKE COMO  
Address: 1740 Main Street, Lake Como, NJ 07719  
Attn: Andrew Huisman, Borough Administrator  
Email: [ahuisman@lakecomonj.org](mailto:ahuisman@lakecomonj.org)  
Fax: 732-681-8981

Or to such other address or individual as any party may from time to time notify the other.

In **WITNESS WHEREOF**, the parties have executed this Agreement:

**ATTEST:**

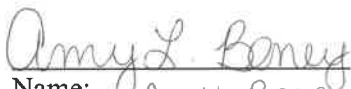
**COUNTY OF MONMOUTH**


\_\_\_\_\_  
Name: Tamara Brown  
Title: Clerk of the Board

By: \_\_\_\_\_  
Name: THOMAS A. ARNONE  
Title: Commissioner Director

**WITNESS or ATTEST:**

**BOROUGH OF LAKE COMO**

  
\_\_\_\_\_  
Name: Amy L. Boney  
Title: Municipal Clerk

By:   
\_\_\_\_\_  
Name: Andrew Husman  
Title: Borough Administrator





State of New Jersey  
Office of the Attorney General  
Division of Alcoholic Beverage Control

**Municipal Notification Regarding  
Application of Event Type Permit**

P.O. Box 087, 140 East Front Street, Trenton, NJ 08625-0087 • 609-984-2830 • [www.nj.gov/oag/abc](http://www.nj.gov/oag/abc)

FOR ALL APPLICANTS: You are receiving a courtesy copy of your application.

FOR APPLICANTS OF COVID 19 EXPANSION OF PREMISES PERMIT : You are responsible for ensuring that your application has been endorsed by the Chief of Police and the Clerk of the municipality in which the expanded premises that is the subject of this application is located.

FOR APPLICANTS OF SOCIAL AFFAIR, CATERING, EXTENSION OF PREMISES AND LIMITED BREWERY OFF-PREMISES EVENT PERMITS FOR EVENTS TO BE HELD ON MUNICIPAL OR PRIVATE PROPERTY: You are responsible for ensuring that your application has been endorsed by the Chief of Police and the Clerk of the municipality in which the event that is the subject of this application.

FOR APPLICANTS OF TEMPORARY STORAGE PERMITS: You are responsible for ensuring that your application has been endorsed by the Chief of Police and the Clerk of the municipality that is the subject of this application.

FOR MUNICIPAL ISSUING AUTHORITIES: A Special Permit (Social Affair or Catering or Extension of Premises or Limited Brewery Off-Premises or COVID-19 EXPANSION OF PREMISES) has been applied for in your jurisdiction. Please login to the Division website to review the Permit Application and provide your Endorsement of the application by the noted due date. If you have any questions regarding the application, please contact the Division at 609-984-2830, and request to speak with a representative of the Permit Unit.

FOR APPLICANTS OF SOCIAL AFFAIR, CATERING, EXTENSION OF PREMISE AND LIMITED BREWERY OFF-PREMISES PERMITS FOR EVENTS TO BE HELD ON PROPERTY OR PREMISES THAT ARE OWNED BY OR UNDER THE CONTROL OF A STATE OR COUNTY ENTITY: You are responsible for obtaining the Endorsements of the Chief Law Enforcement Officer and Chief Administrative Official with jurisdiction over the property or premises on which the event that is the subject of this application will be held. For instructions on obtaining the required Endorsements, please scroll down to the end of this Notification.

FAILURE TO OBTAIN THE REQUIRED ENDORSEMENTS WILL RESULT IN DENIAL OF YOUR APPLICATION.

This notification is being sent to the following email addresses:

- [aboney@lakecomonj.org](mailto:aboney@lakecomonj.org)
- [ahuisman@lakecomonj.org](mailto:ahuisman@lakecomonj.org)
- [lmekosh@boro.lake-como.nj.us](mailto:lmekosh@boro.lake-como.nj.us)

Permit Type: Social Affair  
File Number: 608987  
Permittee: Lake Como Tourism Commission  
License Number: N/A  
Mailing Address:  
Physical Address:  
Contact: Andrew Huisman  
(732) 681-3232  
Applicant Email: [ahuisman@lakecomonj.org](mailto:ahuisman@lakecomonj.org)

Additional Permit Information

County: 13 - MONMOUTH COUNTY  
Municipality: 47 - LAKE COMO BOROUGH

Was the Non-Profit Group/Organization formed as a Religious, Civic or Educational Entity?

Yes

Location

Location Description:  
Lake Como Lake Front

Address:  
North Blvd.  
Lake Como, NJ 07719  
USA

Event Details

What is the specific event being held?  
27th Annual Lake Como Day

Event Dates

Sep 23, 2023 from 2:00 PM to 10:00 PM

Rain Dates

Sep 24, 2023 from 2:00 PM to 10:00 PM

Application Questions

Question 1:	Please supply the person's name and phone number to contact should there be any questions related to this application. NAME PHONE NUMBER
Response:	Amy Boney 732-681-3232 ext 203
Question 2:	Is the event premise owned by or under the control of a A) municipality, B) county, C) State or D) other? Please Identify the owner by one of the aforementioned codes. Provide the name of the owner, as well as a phone number for the owner and for what the premise is normally used.
Response:	municipality
Question 3:	By checking yes, the applicant is stating that they are in good standing and do not currently have their non-profit status revoked.
Yes / No Response:	Yes
Question 4:	Has the organization been issued a Social Affair Permit during the past three (3) years?
Yes / No Response:	Yes
Question 5:	Does the event premise hold an alcoholic beverage license or Winery Salesroom/Outlet issued by the New Jersey Division of Alcoholic Beverage Control?
Yes / No Response:	No
Question 6:	For what purpose is the premise normally used for?
Response:	public park
Question 7:	Does the premise conduct mercantile business?
Yes / No Response:	No
Question 8:	How is a charge assessed? Ticket, contribution or other; please specify.
Response:	no charge to attend, charged by drink
Question 9:	Who is the recipient of the proceeds?
Response:	Lake Como Tourism Commission
Question 10:	Will you be dispensing Wine?
Yes / No Response:	Yes
	What is the cup size?
Response:	4 oz
Question 11:	Will you be dispensing Malt Alcoholic Beverages(Beer)?

Yes / No Response:

Yes

What is the cup size?

Response:

10-12oz

Question 12:

Will you be dispensing Distilled Spirits?

Yes / No Response:

No

Question 13:

How is the alcohol being obtained? Is it being donated or are you purchasing? Please explain:

Response:

purchased via distributor

Question 14:

Who will be pouring the alcoholic beverages at the event?

Response:

trained/licensed bar tenders

Question 15:

How many people are expected to attend the event on a daily basis?

Response:

approx. 1,200 - 1,500

Question 16:

What is the approximate age group of the attendees?

Response:

family event but 21+ in beer and wine garden

Question 17:

Will persons under the legal age to consume alcohol be in attendance?

Response:

yes but not permitted in the beer and wine garden

Question 18:

Explain in DETAIL the security plans for the event. The plans should include the number of people checking for ID's, plans to prevent pass-offs to minors, the type of security at the event, the limit of alcoholic beverages per transaction, and any other relevant information pertaining to the event.

Response:

the area will be fenced off with a table at the entrance with 2 or 3 trained people checking ID's. Once ID's are checked the patron will receive a wristband to enter the enclosed area. experienced and licensed bar tenders will be serving drinks and understand that they are to use their experience to prevent over drinking. beer will be served in 10-12oz cups with a 4 drink limit and wine will be served in 4oz cups with a 4 drink limit

Question 19:

Is the event being handled by a third party, promoter, production company, or other entity?

Yes / No Response:

No

Question 20: By selecting yes, you understand that gambling, mock gambling and gambling paraphernalia are not permitted on the premise licensed by the Special Permit unless otherwise approved by the Legalized Games of Chance Control Commission. Contact the Commission at (973) 273-8000

Yes / No Response: Yes

Question 21: Has this organization exceeded their limit of 12 Social Affair Permits for this calendar year?

Yes / No Response: No

Question 22: The Division must be notified for cancellation or rescheduling prior to the date of the event. Refunds will not be issued if cancellation is provided after the event date. Do you acknowledge the above statement and wish to submit your application.

Yes / No Response: Yes

Question 23: By checking "yes" to this question, you are stating that you have obtained the necessary consent from the person so authorized at the premises where the affair is to be held, including property under the control of a unit of government, municipality, county or State, a church; or premises under license or other privately owned facility.

Yes / No Response: Yes

Question 24: Provide the full name, title, phone number and e-mail address of the person who provided the applicant with approval for the event being held at the location specified.

Response: Andrew Huisman, Administrator, 732-681-3232 [ahuisman@lakecomonj.org](mailto:ahuisman@lakecomonj.org)

Question 25: For verification purposes, please supply the mailing address of the non-profit organization.

Response: 1740 Main Street Lake Como, NJ 07719

#### Documents

See below for a list of documents attached to this email.

Document Type	File Name	Upload Date
Site Plan/Sketch of Premise	SKM_658e23062316180.pdf	Jun 23, 2023

SPECIAL NOTE TO ALL SOCIAL AFFAIR, CATERING, EXTENSION OF PREMISES AND LIMITED BREWERY OFF-PREMISES EVENT APPLICANTS FOR EVENTS TO BE HELD ON PROPERTY OR PREMISES OWNED BY OR

UNDER THE CONTROL OF A STATE OR COUNTY ENTITY

- 1) If you identified in question two (2) above that the event will be held on property or at a premises which is either owned by or under the control of a County or State entity, you are required to obtain the Endorsements of the Chief Law Enforcement Officer and Chief Administrative Official with jurisdiction over the property on which the event is to be held.
- 2) This notification and all documents identified above must be submitted to the appropriate officials;
- 3) If the Chief Law Enforcement Officer or Chief Administrative Official objects to the application or seeks to impose Special Conditions on the requested permit, they shall provide, in writing, the reason(s) for the objections or Special Conditions.
- 4) The Endorsements required herein must be returned to the Division via email ([NJABCPermits@njoag.gov](mailto:NJABCPermits@njoag.gov)) by no later than five business days prior to the date of the event. Counterparts of the Endorsements may be submitted, provided that both Endorsements are received by the Division no later than five business days prior to the date of the event.

THIS SECTION IS TO BE COMPLETED BY THE OFFICIALS OF THE COUNTY OR STATE ENTITY WITH JURISDICTION OVER THE PREMISES OR PROPERTY ON WHICH THE EVENT IS TO BE HELD

CERTIFICATION OF CHIEF ADMINISTRATIVE OFFICIAL AND CHIEF LAW ENFORCEMENT OFFICER:

I hereby certify that:

1. I have the authority to act on behalf of the State or County entity in this matter;
2. I have reviewed the application submitted;
3. I have considered any objections made to this application; and
4. I have concluded that there are not more than 25 permits issued for the premises designated in this application for this calendar year.

I further certify that the statements provided herein are accurate. If any of the foregoing statements are willfully false, I am subject to punishment.

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Chief Administrative Official

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of State or County Entity: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Chief Law Enforcement Officer

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of State or County Entity: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

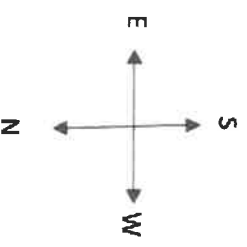
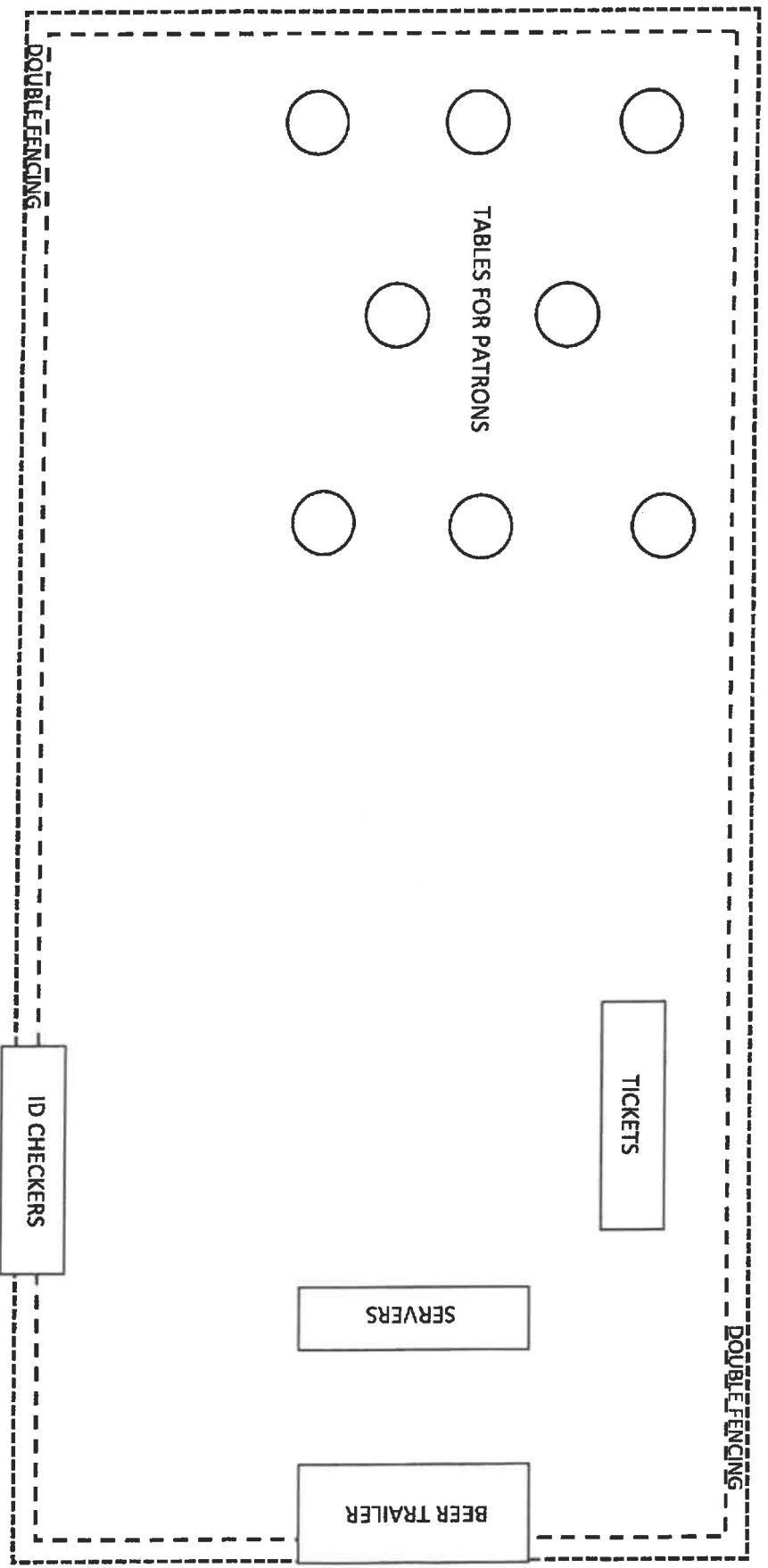
If there are any questions regarding the Certification section above, please contact the Division at 609-984-2830 and request to speak with a representative of the Permit Unit.

Thank you,

NJABC Permit Unit

Please note: Upon the request by the Division, original signatures must be provided.

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NORTH BOULEVARD