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Masser, Michelle

From: Lashway, Lisa
Sent: Monday, January 23, 2012 10:52 AM
To: Masser, Michelle; Canning, Sean; Perkins, Ray
Subject: FW: GovConnect Update: January 23, 2012

Lisa Lashway
Township Clerk
Township of Mount Olive
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973-691-0900 Ext. 7290

-----Original Message-----

From: egg@dca.state.nj.us [mailto:egg@dca.state.nj.us]
Sent: Monday, January 23, 2012 10:43 AM
To: Lashway, Lisa
Subject: GovConnect Update: January 23, 2012

Dear GovConnect Colleague:

Stay "connected" to recent developments in New Jersey state government and login into GovConnect at <http://Portal.NJ.Gov> where you can now check our Continuing Education Course Calendar online at: www.nj.gov/dca/lgs/certunit/certmenu.shtml.

New Items:

1. Long-time Division of Local Government Services Deputy Director Marc Pfeiffer has decided it is time to retire and will be leaving State service at the end of March. After 25 years of Marc's service (13 as Deputy Director) to the Division and New Jersey local and state government, the Division must now recruit a qualified individual to support the Division's management and policy activities. To that end DLGS Director Tom Neff is seeking applicants for the position of Deputy Director. A job description with requirements and qualifications is available on the Division website at (http://nj.gov/dca/lgs/job_postings/hr-0036-deputy-division-director-lgs.pdf). If you are qualified and interested, or know of another qualified individual to fill this critical position, please be sure a cover letter and resume are filed with us not later than February 3, 2012.

2. 2012 Mayor Contact Information: Municipal Clerks are reminded that the Mayor information provided through your MCL is critical for use by many State agencies, including DCA and the SAGE grant system (System for Administering Grants

Electronically). EVEN IF YOUR MAYOR INFORMATION DID NOT CHANGE from 2011, you must still CONFIRM THE INFORMATION LISTED IN YOUR MCL for 2012. A tutorial is available in the Clerk document library. If you need assistance with your GovConnect login or updating the MCL form, please e-mail the GovConnect Helpdesk at EGG@dca.state.nj.us. Thank you for your immediate attention.

3. Applications for the Per Capita State Aid (PCSA) grant program for library aid are due by March 15, 2012. The program cover letter, instructions and application are available at http://ldb.njstatelib.org/State_Aid. If you have any questions regarding the application, please contact Bob Keith at rkeith@njstatelib.org.

4. The DCA Office of Regulatory Affairs has sent a courtesy reminder to Calendar Year CFO's that NJ Uniform Construction Code Regulations - NJAC 5:23-4.17 (b) requires municipalities to file a report that accurately portrays the receipts and expenses of the local enforcing agency for code enforcement purposes. The UCC Annual Report fulfills this requirement, and serves as a basis of changes (if any) in the UCC fee ordinance and staffing needs for the next year. The form is available online at http://fs2.formsite.com/njdca/uccrpt/form_login.html and must be submitted no later than February 10, 2012. For QUESTIONS or ASSISTANCE, please e-mail the Office of Regulatory Affairs at ora@dca.state.nj.us.

5. Local Finance Notice 2012-1 (www.nj.gov/dca/lgs/lfns/12lfns/2012-1.pdf) provides an update regarding the annual cost of living increase for municipalities and fire districts that have Length of Service Award Plans (LOSAP) and provide a COLA increase each year. The Notice describes the separate increase calculations for both municipal and fire district LOSAP plans that provide for COLA increases.

6. CY 2012 Budget Matters: Local Finance Notice 2011-37 (www.nj.gov/dca/lgs/lfns/11lfns/2011-37.doc) reviews a wide range of issues pertaining to the CY 2012 budget cycle, including limited extended budget introduction and adoption deadlines, an addition to the budget message concerning structural budget imbalances, and other details concerning the budget process. Please review this carefully and share it with other local officials. All CY 2012 municipalities and counties are urged to start their budget planning now to ensure adoption at the earliest possible time.

7. LFN 2011-38 "Limits on Bid Acceptance Dates": Local Finance Notice 2011-38 (www.nj.gov/dca/lgs/lfns/11lfns/2011-38.doc) provides local procurement officials a list of all 2012 Federal and State holidays for ensuring local compliance when bids cannot be accepted. The law places limits on when contracting units can accept bids for local unit and public school contracts.

8. Local Finance Notice 2011-33 (www.nj.gov/dca/lgs/lfns/11lfns/2011-33.doc) "Calendar Year 2012 Municipal and County Budget Cap Information." This Notice provides information on 1977 Appropriation Cap COLA rate (3.5%) and information on the SHBP increase for calculating the group health appropriation exclusion for the 1977 and 2010 caps. Information on treatment for emergency appropriations from the "Pre-Halloween Snowstorm" is also included.

9. The Department of Community Affairs recently announced that the Low Income Home Energy Assistance Program (LIHEAP) is now accepting applications for the upcoming heating season which runs from November 1, 2011 to April 30, 2012. The DCA administers this federal program which provides low-income households with money to help pay their heating bills. Information about the program is available online at www.state.nj.us/dca/divisions/dhcr/offices/hea.html or call 1-800-510-3102.

10. The DEP Bulletin contains a list of construction permit applications recently filed or acted upon by the New Jersey Department of Environmental Protection. The latest issue was released January 11, 2012. This issue can be viewed online at: www.nj.gov/dep/bulletin/bu2012_0111.pdf.

11. The New Jersey Housing Mortgage Finance Agency has announced the "New Jersey HomeKeeper Program" funded thru a grant from United States Treasury's Hardest Hit Fund. The program offers financial help to homeowners who are in danger of losing their home as a direct result of unemployment or underemployment. It provides assistance in the form of a second mortgage loan whereby the proceeds may be used to cover arrearages and/or an approved amount of the homeowner's monthly mortgage payment, including property taxes, property insurance, and mortgage insurance. Program details are available online at www.njhomekeeper.gov or the toll-free HomeKeeper call center at (855)-NJ-KEEP-1.

Conferences / Training:

1. CY 2012 Budget/Update Seminars: The Division of Local Government Services will be delivering a series of seminars in February that will cover recent Local Finance Notices, policies, regulations, and new laws; an update on CY 2012 budget and levy cap requirements, and current issues affecting municipal finance. The seminars are being held in several locations throughout the State and CEU credits have been approved for CFO, CPWM, RMC and QPA.

February 1 - Burlington County College Enterprise Center in Mount Laurel. Hosted by MM Continuing Education (www.mmcontinuingeducation.com).

February 3 - Meyner Reception Center, at PNC Bank Arts Center, Holmdel. Hosted by NJ State League of Municipalities (www.njslom.org/seminar-documents/2012-feb-3-15-budget-upates.html).

February 10 - Vineland Ramada Inn, exit 32 A off of route 55 in Vineland. Hosted by Advance Learning (<http://advancelearningnj.com/>)

February 15 - Conference Center at Mercer (County College), 1200 Old Trenton Rd, West Windsor. Hosted by NJ State League of Municipalities (www.njslom.org/seminar-documents/2012-feb-3-15-budget-upates.html).

2. 14th Annual NJEPA Conference: The NJ Emergency Preparedness Association is pleased to announce that their 14th Annual Conference will be held on April 30 - May 4, 2012 at the Tropicana Casino Resort in Atlantic City. Details are available online at www.njepa.org. For questions, please call the NJEPA at 609-548-8357 or info@njepa.org

3. Occupational health and safety achievements will be recognized and celebrated by the 84th Annual Governor's Occupational Safety and Health Awards Program. The program is sponsored by the NJ State Industrial Safety Committee in partnership with the NJ State Safety Council and the NJ Department of Labor and Workforce Development. Again this year, the Committee has agreed to sponsor the \$50 registration fee for any public employer who wishes to participate. Event dates and information are available at http://lwd.dol.state.nj.us/labor/forms_pdfs/lsse/OSH-201.pdf or contact Theresa Kramarz at (609) 984- 4738 (email: tkramarz@dol.state.nj.us).

Reminders:

1. The New Jersey State Library has created a web site that assists New Jersey residents and businesses to help them through tough economic times. The site has a wide range of useful links that may be of assistance to local officials that are trying to assist their residents address their concerns. Local officials <http://gethelp.njlibraries.org/> has links and references in the following areas:

- New Jersey Work Tools
- New Jersey Financial Tools
- New Jersey Housing Tools
- New Jersey Health Tools
- New Jersey Parental Tools
- Tools for Seniors

2. The following information concerns actions local officials can take to help homeowners that are facing foreclosure or other housing related problems facing residents:

- Foreclosure Fast Facts: A 2-page listing of assistance, numbers to call, and general assistance, including counseling agencies experienced in foreclosure: http://www.nj.gov/dca/hmfa/foreclosureprevention_resources.pdf

- The Mayor's Combat Kit: Materials and sources of information on buying a home, mortgage assistance and foreclosure, designed especially for Mayors: <http://www.state.nj.us/dobi/njhope/mayorkit.html>

- The NJ HOPE (Home Ownership Preservation Effort) website provides information about resources that are available for homeowners who are delinquent in their mortgage payments, need counseling or have questions:
<http://www.state.nj.us/dobi/njhope/>

THIS E-MAIL HAS BEEN SENT TO THE FOLLOWING OFFICIALS: MUNICIPAL CLERK, Chief Financial Officer, Tax Collector / County Freeholder Board Clerk, Chief Financial Officer / Authority Officials / Fire District Officials / Procurement Officials

IF YOUR EMAIL ADDRESS CHANGES: Login to the GovConnect homepage, click the Profile link and update your address to ensure receipt of future email broadcasts. Assistance is available by email to EGG@dca.state.nj.us or call 609-943-4724.