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Masser, Michelle

From: Lashway, Lisa
Sent: Wednesday, February 06, 2013 11:41 AM
To: Canning, Sean; Masser, Michelle
Subject: FW: GovConnect Update: February 6, 2013

Lisa Lashway
Mt. Olive Twp. Clerk
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PO Box 450
Budd Lake, NJ 07828

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

From: egg@dca.state.nj.us [mailto:egg@dca.state.nj.us]
Sent: Wednesday, February 06, 2013 11:28 AM
To: Lashway, Lisa
Subject: GovConnect Update: February 6, 2013

Dear Municipal Clerk:

Stay "connected" to recent developments in New Jersey state government and login into GovConnect at <http://Portal.NJ.Gov> where you can also check our Continuing Education Course Calendar online at: www.nj.gov/dca/divisions/dlgs/programs/certification.html. The following news items are a summary of recent EGG notices issued by the Division of Local Government Services and a schedule of upcoming professional conferences.

1. Urgent Message about Budget Relief for Communities Impacted by Sandy

Local Finance Notice 2013-08 (www.nj.gov/dca/divisions/dlgs/lfns/13/2013-8.pdf) explains the "Community Disaster Loan Program" which is administered through FEMA. This federal program can provide revenue in support of 2013 (and future) local budgets experiencing or expected to experience cumulative revenue losses from 2012-2016 equal to, or greater than, the equivalent of 5% of operating revenues received in 2012. Federal assistance through the program can be included in local government budgets to maintain essential services while revenue sources are rebuilt. All local governments with significant revenue losses are strongly encouraged to apply. Any county, municipality, authority or fire district interested in applying for a Community Disaster Loan must immediately notify the Division of Local Government Services by sending an email to Jason.Martucci@dca.state.nj.us.

2. Impact of Superstorm Sandy on Local Government Finances

Financial institutions, rating agencies, and financial news agencies have sought information about the impact of Superstorm Sandy on local government finances in New Jersey. Their need for information is related to the due diligence expected of them with respect to the sale and purchase of local government notes and bonds. In an effort to address informational needs, the Department of Community Affairs issued a press release (www.nj.gov/dca/news/news/2012/20130116.html) and the Division of Local Government Services issued Local Finance Noticed 2013-06 (www.nj.gov/dca/divisions/dlgs/lfns/13/2013-6.pdf). The information in these documents can be helpful when discussing financial needs with the investment community.

3. Financial Disclosure Forms

The Division of Local Government Services is developing an online process for Local Government Officers (LGOs) to file their financial disclosure statement forms commencing in 2013. The new process will eliminate cumbersome paper filings for the State and clerks while greatly improving access to filings for the public by allowing everyone the ability to obtain (by name, employer, and various other searches) disclosure forms online. Specific information will be provided in a Local Finance Notice issued no later than March 29, 2013. Until this new system "goes live," the Local Finance Board will not pursue complaints or impose violations of N.J.S.A. 40A:9-22.6(b) requiring newly elected/appointed LGOs to file their financial disclosure statements within 30 days of taking office. Newly elected/appointed LGOs who commence their office on and after January 1, 2013, but before the April 30, 2013 deadline, will be required to file their financial disclosure statements using the online process within a reasonable time after the new process is "up and running." This will ensure that the financial disclosure statements of all LGOs will be uniformly filed online in 2013. Please share this information with your LGOs.

4. Proposed New Rules - Local Unit Debt Payments

The Local Finance Board is proposing N.J.A.C. 5:30-8.6, a rule pertaining to local unit payment of bond or note obligations. The proposed rule would require Chief Financial Officers of local units to make arrangements at least 10 days in advance of the due date for electronic payments to be made on or before the day payments are due. The proposed rule does NOT require the actual disbursement to occur 10 days in advance. Local units would be required to report to the Director of Local Government Services any potential or actual failure to make the 10-day automated debt payment deadline. The purpose of this rule is to ensure no municipality - even in the event of an unforeseeable emergency - is late in making a payment. The full proposal can be viewed online at www.nj.gov/dca/divisions/dlgs/resources/rules_docs/PRN_2013-012.pdf.

5. Changes to Energy Savings Improvement Program (ESIP)

Assembly Bill No. 2313 modified the Energy Savings Improvement Program (ESIP) laws that are expected to help expedite the process and begin a State-wide initiative to reduce energy consumption. The new law was approved by Governor Chris Christie on September 19, 2012, and is known as P.L. 2012, c.55. The modifications provide greater clarity concerning the steps involved in implementing a successful ESIP and identifying the Board of Public Utilities (BPU) as the lead agency that will enforce the competitive nature of all future projects and provide general oversight.

6. Reminder: UCC Annual Report

The NJ Uniform Construction Code Regulations - NJAC 5:23-4.17 (b) require that municipalities file a report that accurately portrays the receipts and expenses of the local enforcing agency for code enforcement purposes. This annual filing serves as a basis of any changes in the UCC fee ordinance and staffing needs for the next year. Municipalities that budget according to the CALENDAR YEAR should log into the form site at http://fs2.formsite.com/njdca/uccrpt/form_login.html to complete the UCC Annual report and submit to the Department of Community Affairs NO LATER THAN FEBRUARY 10, 2013. For QUESTIONS or ASSISTANCE please e-mail the Office of Regulatory Affairs at ora@dca.state.nj.us.

7. 2013 Mayor Contact Information (MCL)

Municipal Clerks are reminded that the Mayor information provided through your Municipal Contact List (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 2012, you must still CONFIRM THE INFORMATION LISTED IN YOUR MCL for 2013. 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.

CONFERENCES

1. Executive Leadership Training Conference

On Saturday February 23, 2013, the New Jersey League of Municipalities will be hosting "Executive Leadership Training for Mayors and Council Presidents" from 8:30a.m. - 3:45p.m at The Conference Center at Mercer, 1200 Old Trenton Rd., West Windsor, NJ. Topics for this seminar include: Managing Officials, How to Run Meetings, How to Manage Your Professional Staff, Communicating with Constituents, Proper Meeting Protocol, How to Deal with Complaints, Ethics, Conflicts of Interest, and a special segment this year named "Ask DLGS." Agenda details are available at: www.njslom.org/seminar-documents/2013-Feb-23-Leadership-Training.html. Registration form is available at: www.njslom.org/seminar-documents/Registration-Form-Leadership-Training.pdf.

2. Professional Development Seminar

The New Jersey League of Municipalities will be hosting a "Budget Updates" Professional Development Seminar on February 25, 2013 at The PNC Bank Arts Center: Robert Meyner Reception Center in Holmdel, NJ from 9:00 a.m. - 12:30 p.m. and on March 6, 2013 at the MCCC Conference Center in West Windsor, NJ from 9:00 a.m. - 12:30 p.m. At this seminar, attendees will: Review Division of Local Government Local Finance Notices including recent policies and regulations, Get an update on CY 2013 budget issues and any legislation that may affect them, understand the current levy cap requirements and review current issues affecting finance officers. CEUs have been approved. To register go to www.njslom.org. For questions, please contact Suzanne Delany at SDelany@njslom.com or 609-695-3481 ext. 111.

3. UPDATE: Pensions - Retirement - Health Benefits - Services

The New Jersey League of Municipalities will be hosting an "Update on Pensions, Retirement, Health Benefits and Services" Seminar on March 13, 2013 at The PNC Bank Arts Center: Robert Meyner Reception Center in Holmdel, NJ from 9:00 a.m. - 12:30 p.m. This seminar will focus on a wide array of topics related to Pensions and Benefits. There are new developments in the

area of New Jersey's State Administered Pension Plans: changes in benefits and processing created through legislation, court decisions, and/or administrative code changes; and the continuing implementation of Chapters 92 and 103 P.L. 2007 and Chapter 89 P.L. 2008. The program will also include a Health Benefits update specifically dealing with the implementation of Chapter 78. CEUs have been approved. To register go to www.njslom.org. For questions, please contact Suzanne Delany at SDelany@njslom.com or 609-695-3481 ext. 111.

4. 85th Annual Governor's Occupational Safety and Health Awards Program

This annual 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. For details including dates and locations please visit http://lwd.dol.state.nj.us/labor/forms_pdfs/lse/OSH-201.pdf. For questions, please contact Theresa Kramarz by phone at (609) 984-4738 or by email to tkramarz@dol.state.nj.us.

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.