



Masser, Michelle

From: Lashway, Lisa
Sent: Monday, March 11, 2013 1:06 PM
To: Canning, Sean; Masser, Michelle
Subject: FW: GovConnect Update: March 11, 2013

Lisa Lashway
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-----Original Message-----

From: egg@dca.state.nj.us [mailto:egg@dca.state.nj.us]
Sent: Monday, March 11, 2013 11:37 AM
To: Lashway, Lisa
Subject: GovConnect Update: March 11, 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. CY2013/SFY2014 Certification of State Aid

On February 26, 2013, Governor Christie presented his proposed FY 2014 budget to the State Legislature. The budget proposal maintains aid support at its current level. No municipality will receive less State formula aid in support of its CY 2013 or FY 2014 budget than it received in support of their prior year budget. You are encouraged to thoroughly review Local Finance Notice 2013-11 (www.nj.gov/dca/divisions/dlgs/lfns/13/2013-11.pdf). The CY 2013/SFY 2014 Aid Certification for each municipality can be found on the Division's website at www.nj.gov/dca/divisions/dlgs/resources/stateaidinfo.shtml. Local officials must obtain their certifications from the web site as they are not mailed. The certifications show aid allocations for each municipality and are used in preparing the revenue section of CY 2013 budgets. A full spreadsheet of CY

2013 and SFY 2014 budgeted allocations is also on the web site. While the proposed budget can serve as a guide to SFY municipalities, final SFY certifications are posted once the final budget is adopted in June.

2. Expiration of \$26,000 Bid Threshold

Pursuant to N.J.A.C. 5:34-5.4, a local contracting unit was permitted to increase its bid threshold to \$26,000 if it had an individual serving as a purchasing agent who did not possess a QPA certification but who otherwise met the qualifications to participate in the QPA examination administered by the Division of Local Government Services. Local Finance Notice 2011-27 (www.nj.gov/dca/divisions/dlgs/lfns/11/2011-27.doc) instructed such contracting units to notify the Division of meeting this requirement by filing a resolution and affidavit. If such individuals did not pass the first QPA exam (June 25, 2012) or second QPA exam (December 12, 2012) the contracting unit must now revert to the statutory bid threshold of \$17,500 without a QPA, or appoint a person who does possess a QPA certification in order to utilize the current maximum bid threshold of \$36,000. PLEASE NOTE: This requirement does not apply to boards of education. For questions, please contact Daniel Kaminski at the Division by phone (609) 292-9757 or email Daniel.Kaminski@dca.state.nj.us.

3. Mailing of 2012 PTR Applications

The Division of Taxation has begun mailing of property tax reimbursement (PTR) applications for 2012. An EXCLUSIVE phone number 609-633-8433 and EXCLUSIVE email nj.propertytaxrelief@treas.state.nj.us are available for Tax Collector questions. Members of the public who need assistance should be referred to the Property Tax Reimbursement Hotline at 800-882-6597.

4. Employment Opportunity

The Division of Local Government Services, Transitional Aid Program, is assisting the Town of Harrison to obtain resumes for the position of Superintendent of Public Works to function as Town's Certified Public Works Manager. Salary will be commensurate with experience. Interested parties should e-mail a cover letter and resume to Steven Ponella in the Division of Local Government Services at Steven.Ponella@dca.state.nj.us by end of business on Thursday, March 21, 2013. All submissions will be sent to Harrison for their review and disposition.

5. CY2013 Municipal Levy Cap Referendum Procedures

For municipal officials considering a referendum to exceed either the 2% levy cap or the 2% appropriations cap, Local Finance Notice 2013-09 (www.nj.gov/dca/divisions/dlgs/lfns/13/2013-9.pdf) provides specific instruction and direction to those municipalities operating on a calendar year. If municipal officials are considering a levy cap referendum, this Notice should be reviewed immediately by those involved in budget preparation or elections.

6. State Fiscal Year Municipalities - Best Practices Checklist

Municipalities on a State Fiscal Year budget cycle must return their completed Best Practices Inventory to DLGS by April 1, 2013. The CY2012/SFY2013 Best Practices Inventory may be found on the DLGS website at www.nj.gov/dca/divisions/dlgs/programs/best_practices.html. Local Finance Notice 2012-18 (www.nj.gov/dca/divisions/dlgs/lfns/12/2012-18.pdf) features instructions as well as the separate certification of governing body review that must be filed by municipal clerks. Completion and filing instructions are included in an Appendix to this

LFN. The Best Practices Initiative was authorized through the Fiscal Year 2013 State Budget to determine how much of each municipality's final 5% allocation of CMPTRA and ETR aid will be disbursed. For questions, please send an email to DLGS@dca.state.nj.us with the subject heading "Best Practices Checklist" or call 609-292-6110.

CONFERENCES

1. 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.

2. GPANJ Spring Conference

The Governmental Purchasing Association of New Jersey will be holding its 1st Annual Conference "A New Era in Purchasing" April 10-12, 2013 at the Taj Mahal Conference Center & Hotel in Atlantic City, NJ. Topics to be covered include Legislation Updates, Green Purchasing, Capital Purchases and Bonding, Pay-to-Play regulations, Use of P-Cards, Websites and Government, Specification Writing, Ethics, State Contracts, Office Organization, and a review of 40A vs. 18A. Meals are included in the registration fee and one day registration is available for those who cannot attend the entire conference. CEU's have been approved for QPA, RPPO/RPPS, RMC, CMFO/CCFO, CPWM and CTC. A detailed brochure and registration form are available at www.gpanj.org. For questions, please contact Linda Carpenter via email to conference-registration@gpani.com

3. 44th Annual Public Purchasing Educational Forum

Rutgers University will be holding its 44th Annual Public Purchasing Educational Forum on May 1 & 2, 2013 at the Sheraton Atlantic City Convention Center Hotel. The event is co-sponsored with the New Jersey Association of County Purchasing Officials, as well as the Northern and Southern NJ Chapters of the Institute of Governmental Purchasing. The Forum will present sessions of interest to, and continuing education credit contact hours for, QPAs, CMFOs, RMCs, CPWMs and CTCs, as well as RPPOs and RPPSs. There is a 1-day option available for those unable to attend both days. The brochure, including agenda, registration form and additional details is available at: <http://cgs.rutgers.edu/programs/public-purchasing> For additional information, contact Kathi Cupano via email at cupano@rutgers.edu.

4. 2013 NJ Historic Preservation Conference

The New Jersey Historic Trust, an affiliate of the Department of Community Affairs, will co-host the 2013 NJ History and Historic Preservation Conference on June 6 at The Newark Museum. The conference, "Enriching Place", will explore the many ways in which stewardship of our historic places and collections enrich our communities for the future. Educational

sessions and workshop will cover topics including disaster planning and recovery, urban archaeology, best practices for historic preservation commissions, riverfront development, GIS planning, tours of Newark's downtown development and historic neighborhoods and more. The full day conference includes educational sessions, field workshops, a vendor exhibit area and an evening reception. The Early Bird Registration rate of \$65 is available until May 1, 2013. For more information, visit <http://www.state.nj.us/dca/preservationconference/> or contact the Historic Trust at (609) 984-0473 or njht@dca.state.nj.us.

5. 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/lsse/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 / Local 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.