

# 2023 MUNICIPAL BUDGET

Municipal Budget of the \_\_\_\_\_ Borough of Millstone Borough, County of Somerset for the Fiscal Year 2023

It is hereby certified that the Budget and Capital Budget annexed hereto and hereby made a part hereof is a true copy of the Budget and Capital Budget approved by resolution of the Governing Body on the

15th day of May, 2023

and that public advertisement will be made in accordance with the provisions of N.J.S.A. 40A:4-6 and N.J.A.C. 5:30-4.4(d).

Certified by me, this 22nd day of May, 2023

DocuSigned by:  
Gregory J. Benin  
Clerk  
1353 Main Street  
Address  
Millstone, NJ 08844  
Address  
908-581-2336  
Phone Number

It is hereby certified that the approved Budget annexed hereto and hereby made a part is an exact copy of the original on file with the Clerk of the Governing Body, that all additions are correct, all statements contained herein are in proof, and the total of anticipated revenues equals the total of appropriations.

Certified by me, this 15th day of May, 2023

DocuSigned by:  
Robert Swisher  
Registered Municipal Accountant  
308 East Broad Street  
Address  
Westfield, NJ 07090  
Address  
908-789-9300  
Phone Number

It is hereby certified that the approved Budget annexed hereto and hereby made a part is an exact copy of the original on file with the Clerk of the Governing Body, that all additions are correct, all statements contained herein are in proof, the total of anticipated revenues equals the total of appropriations and the budget is in full compliance with the Local Budget Law, N.J.S.A. 40A:4-1 et seq.

Certified by me, this 15th day of May, 2023

DocuSigned by:  
Laura Vesce  
Chief Financial Officer

DO NOT USE THESE SPACES

## CERTIFICATION OF ADOPTED BUDGET

*(Do not advertise this Certification form)*

It is hereby certified that the amounts to be raised by taxation for local purposes has been compared with the approved Budget previously certified by me and any changes required as a condition to such approval have been made. The adopted budget is certified with respect to the foregoing only.

STATE OF NEW JERSEY  
Department of Community Affairs  
Director of the Division of Local Government Services

Dated: 07/12/2023

By: Christine Zepicchi  
F9E09D184578499...  
DS  
CME

Local Examination? Yes  
No

## SECTION 2 - UPON ADOPTION FOR YEAR 2023

### RESOLUTION

Be it Resolved by the \_\_\_\_\_ of the \_\_\_\_\_ Borough  
of Millstone Borough, County of Somerset that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

- (a) \$ 371396.98 (Item 2 below) for municipal purposes, and
- (b) \$ 0.0 (Item 3 below) for school purposes in Type I School Districts only (N.J.S.A. 18A:9-2) to be raised by taxation and,
- (c) \$ 0.0 (Item 4 below) to be added to the certificate of amount to be raised by taxation for local school purposes in Type II School Districts only (N.J.S.A. 18A:9-3) and certification to the County Board of Taxation of the following summary of general revenues and appropriations.
- (d) \$ 0.0 (Sheet 43) Open Space, Recreation, Farmland and Historic Preservation Trust Fund Levy
- (e) \$ 0.0 (Sheet 44) Arts and Culture Trust Fund Levy
- (f) \$ 0.0 (Item 5 Below) Minimum Library Tax

**RECORDED VOTE**  
(Insert last name)

**Ayes**

Galli  
Grimshaw  
K. Kidd  
Stashek  
A. Kidd

**Nays**

**Abstained**

**Absent**

Coppola

### SUMMARY OF REVENUES

1. General Revenues			
Surplus Anticipated	08-100		192000.00
Miscellaneous Revenues Anticipated	13-099		188687.64
Receipts from Delinquent Taxes	15-499		0.00
2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSED (Item 6(a), Sheet 11)	07-190		371396.98
3. AMOUNT TO BE RAISED BY TAXATION FOR <u>SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY:</u>			
Item 6, Sheet 42	07-195	0.0	
Item 6(b), Sheet 11 (N.J.S.A. 40A:4-14)	07-191	0.0	
TOTAL AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY			0.0
4. To Be Added TO THE CERTIFICATE FOR THE AMOUNT TO BE RAISED BY TAXATION FOR <u>SCHOOLS IN TYPE II SCHOOL DISTRICTS ONLY:</u>			
Item 6(b), Sheet 11 (N.J.S.A. 40A:4-14)	07-191		0.0
5. AMOUNT TO BE RAISED BY TAXATION MINIMUM LIBRARY TAX			
<b>Total Revenues</b>	<b>13-299</b>		<b>752084.62</b>

## SUMMARY OF APPROPRIATIONS

<b>5. GENERAL APPROPRIATIONS:</b>	XXXXXX	XXXXXXXXXXXXXXXXXX
<b>Within "CAPS"</b>	XXXXXX	XXXXXXXXXXXXXXXXXX
(a & b) Operations Including Contingent	34-201	\$ 450983.98
(e) Deferred Charges and Statutory Expenditures - Municipal	34-209	\$ 11508.00
(g) Cash Deficit	46-885	\$ 0.0
<b>Excluded from "CAPS"</b>	XXXXXX	XXXXXXXXXXXXXXXXXX
(a) Operations - Total Operations Excluded from "CAPS"	34-305	\$ 173592.64
(c) Capital Improvements	44-999	\$ 37000.00
(d) Municipal Debt Service	45-999	\$ 0.0
(e) Deferred Charges - Municipal	46-999	\$ 0.0
(f) Judgments	37-480	\$ 0.0
(n) Transferred to Board of Education for Use of Local Schools (N.J.S.A. 40:48-17.1 & 17.3)	29-405	\$ 0.0
(g) Cash Deficit	46-885	\$ 0.0
(k) For Local District School Purposes	29-410	\$ 0.0
(m) Reserve for Uncollected Taxes	50-899	\$ 0.0
<b>6. SCHOOL APPROPRIATIONS - TYPE I SCHOOL DISTRICT ONLY (N.J.S.A. 40A:4-13)</b>	07-195	0.0
<b>Total Appropriations</b>	34-499	\$ 752084.62

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the 15th day of May, 2023. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2023 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

Certified by me this 22nd day of May, 2023

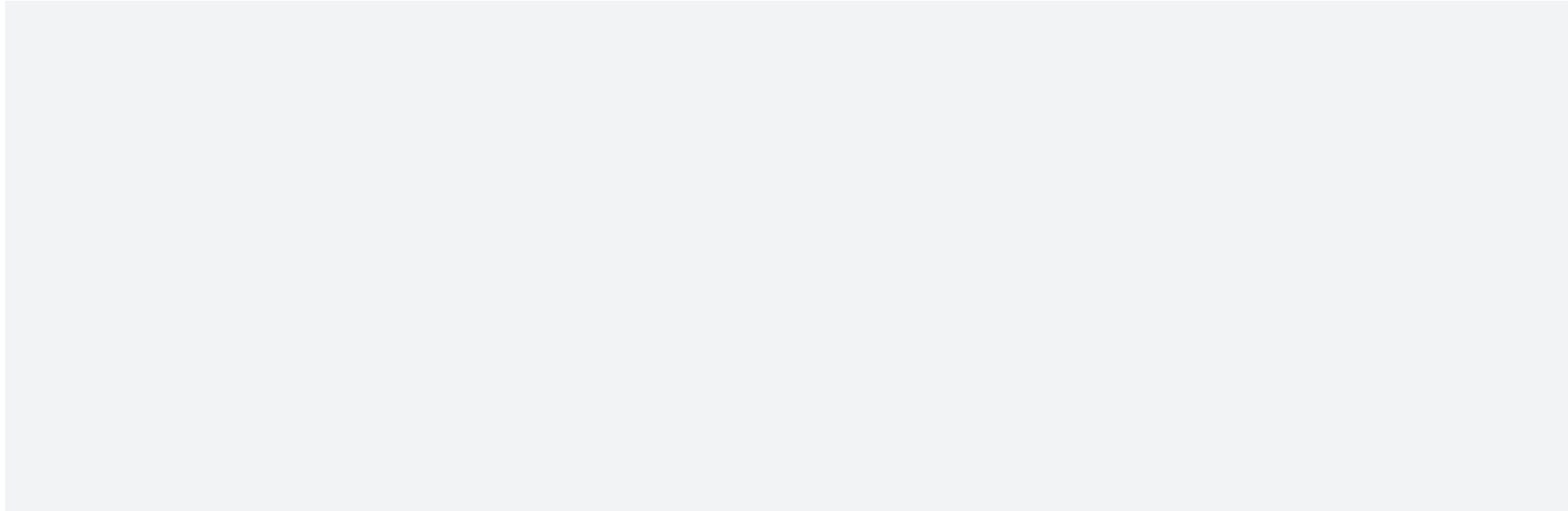
DocuSigned by:  
  
 Gregory J. Bonin, Clerk

**Annual List of Change Orders Approved  
Pursuant to N.J.A.C. 5:30-11**

Contracting Unit: Millstone Borough

Year Ending: December 31, 2022

The following is a complete list of all change orders which caused the originally awarded contract price to be exceeded by more than 20 percent. For regulatory details please consult N.J.A.C. 5:30-11.1 et seq. Please identify each change order by name of the project.



For each change order listed above, submit with introduced budget a copy of the governing body resolution authorizing the change order and an Affidavit of Publication for the newspaper notice required by N.J.A.C. 5:30-11.9(d). (Affidavit must include a copy of the newspaper notice.)

If you have not had a change order exceeding the 20 percent threshold for the year indicated above, please check here  and certify below.

05/22/2023  
Date

DocuSigned by:  
Gregory J. Benin  
CF1263793284CD  
Clerk of the Governing Body

## General Instructions to Complete the Municipal Budget Workbook

- a) This workbook shall be used for completing the **Municipal Introduced and Adopted Budgets**.
- b) It is designed to automatically calculate amounts linked from various data entry points.
- c) The individual tabs containing formulas are locked to protect the formulas.
- d) Fill in only the gray sections of the worksheet.
- e) **Begin by navigating to the "Key Inputs" tab.**  
Select the Municipality and County by clicking the dropdown menu. This will populate the Municipality, County, and dates throughout the workbook. Continue to complete each of the fields in order to populate throughout the workbook. **Enter the exact number of utilities and the utility types.** Do not skip sets of utility pages.
- f) In all applicable signature lines, insert the email address of the applicable official.
- g) **The completed Budget document must be saved as a Macro-Enabled Workbook.**  
Once approved by the Governing Body, the completed Introduced Budget must be submitted to the Division
- h) via the FAST "Introduced Budget" record portal and it must be named as: **<municode>\_introbudget\_20xx (all 4 digits municode must be included).**  
Once approved by the Governing Body, the completed Adopted Budget must be submitted to the Division via
- i) the FAST "Adopted Budget" record portal and it must be named as: **<municode>\_adoptbudget\_20xx (all 4 digits municode must be included).**
- j) Only the Chief Financial Officer has access to the "Submit for Review" tab within the FAST portal.
- k) If copying data from a prior workbook, copy and use **Paste Values** to preserve formatting.  
On the Key Inputs tab, users can select "Standard" or "Expanded" for a variety of sections to reduce the number of unused pages throughout the document. The following sheets can be adjusted: Grant Revenues
- l) (9), Other Special Items of Revenue (10), General Appropriations (15), Grant Appropriations (24), and
- m) Capital Budget (40b, 40c, and 40d). **All sections are preset to "Standard" and should only be switched to "Expanded" if more pages are needed.**
- n) Please review the additional instructions "Quick Guide for completing the Municipal Budget" link below:  
[https://www.nj.gov/dca/divisions/dlgs/pdf/Budget\\_Document\\_Instructions.pdf](https://www.nj.gov/dca/divisions/dlgs/pdf/Budget_Document_Instructions.pdf)

Information Required for Municipal Budget Document:	
Name and County of Municipality	
Full Name of Municipality	
County of Municipality	
Name of Municipality	
Type	
Governing Body Type	
Location	
Address	
Address	
Phone	
Fax	
Clerk	
Tax Collector	
Chief Financial Officer	
Registered Municipal Accountant	
Municipal Attorney	
Newspaper	
Date of Introduction	
Date of Advertisement	
Date of Public Hearing	
Time of Public Hearing	
Net Valuation Taxable Current	
Net Valuation Taxable Prior	

**Municipal Budget Version 2023.1**

**Responses and Data**

Millstone Borough, Somerset County	
BOROUGH OF MILLSTONE	
SOMERSET	
MILLSTONE	
BOROUGH	
COUNCIL MEMBERS	
MUNICIPAL BLDG	
1353 MAIN STREET	
MILLSTONE, NJ 08844	
908-281-6893	
908-281-7530	
	<b>Cert #</b>
GREGORY BONIN	869
REBECCA NEWMAN	T-8237
LAURA VESCE	N-1670
ROBERT SWISHER	439
STEPHEN OFFEN	
COURIER NEWS	
<b>Day</b>	<b>Month</b>
17	APRIL
24	APRIL
15	MAY
7:30	
	62,695,800
	58,887,300
	3,808,500

<b>Budget Year</b>	<b>2023</b>	<b>Budget Year Type:</b>	<b>Calendar Year</b>
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Municipal Code	1812
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<b>How many utilities does municipality have?</b>	0
<b>Utility #</b>	<b>Utility Type</b>
Utility 1	
Utility 2	
Utility 3	
Utility 4	
Utility 5	
Utility 6	
Utility Assessment (Tab 37)	
Utility Assessment (Tab 38)	

Select "0" if you do not have any utilities.

<b>Capital Impr</b>
<b># of Years</b>
<b>Beginning Year</b>
<b>Ending Year</b>



**Date of Original Appt.**

5/1/2002

*Calendar or State Fiscal*

**ovement Program**

6

2023

2028

# 2023 Municipal Budget

of the                     BOROUGH                     of          MILLSTONE          County of  
                    SOMERSET                     for the fiscal year 2023.

## Revenue and Appropriations Summaries

Summary of Revenues	Anticipated	
	2023	2022
1. Surplus	192,000.00	195,000.00
2. Total Miscellaneous Revenues	188,687.64	208,572.38
4. a) Local Tax for Municipal Purposes	371,396.98	342,914.78
Tot Amt to be Rsd by Taxes for Sup of Muni Bnd	371,396.98	342,914.78
Total General Revenues	752,084.62	746,487.16

Summary of Appropriations	2023 Budget	Final 2022 Budget
1. Operating Expenses: Salaries & Wages	68,237.83	66,939.04
Other Expenses	556,338.79	563,202.50
2. Deferred Charges & Other Appropriations	11,508.00	11,345.62
3. Capital Improvements	37,000.00	27,000.00
5. Reserve for Uncollected Taxes	79,000.00	78,000.00
Total General Appropriations	752,084.62	746,487.16
Total Number of Employees	7	7

Balance of Outstanding Debt			
	General		
Interest	0.00		
Principal	0.00		
Outstanding Balance	0.00		

Notice is hereby given that the budget and tax resolution was approved by the                     COUNCIL MEMBERS                      
of the                     BOROUGH                     of          MILLSTONE         , County of  
                    SOMERSET                     on           APRIL 17          , 2023.

A hearing on the budget and tax resolution will be held at                     THE MUNICIPAL BUILDING                    , on  
          MAY 15          , 2023 at           7:30           o'clock PM at which time and place  
objections to the Budget and Tax Resolution for the year 2023 may be presented by taxpayers or  
other interested parties.

Copies of the budget are available in the office of                     MUNICIPAL CLERK                     at  
the Municipal Building,                     1353 MAIN STREET, MILLSTONE                     New Jersey, 08844.



# BOROUGH OF MILLSTONE SUMMARY OF 2023 BUDGET

		Future Budget Projections					
Total Budget	752,084.62	100.0%	2024	2025	2026	2027	2028
<b>Employee Costs:</b>							
Salaries & Wages							
Sheet 17	68,237.83	<b>102.00%</b>	69,602.59	70,994.64	72,414.53	73,862.82	75,340.08
Sheet 25	-	<b>102.00%</b>	-	-	-	-	-
Total	<u>68,237.83</u>		<u>69,602.59</u>	<u>70,994.64</u>	<u>72,414.53</u>	<u>73,862.82</u>	<u>75,340.08</u>
Social Security							
Sheet 19	5,500.00	<b>102.00%</b>	5,610.00	5,722.20	5,836.64	5,953.38	6,072.44
Pensions etc.							
Sheet 19	6,008.00	<b>102.00%</b>	6,128.16	6,250.72	6,375.74	6,503.25	6,633.32
Sheet 19	-	<b>105.00%</b>	-	-	-	-	-
Sheet 19	-		-	-	-	-	-
Sheet 20	-		-	-	-	-	-
Insurance							
Sheet 14	500.00	<b>106.00%</b>	530.00	561.80	595.51	631.24	669.11
Direct Employee Costs	<u><b>80,245.83</b></u>	<b>10.7%</b>					
<b>General Liability Insurance</b>							
Sheet 14	<u>-</u>	0.0%					
<b>Debt Service:</b>							
Sheet 27	<u>-</u>	0.0%					
<b>Reserve for Uncollected Taxes:</b>							
Sheet 29	<u>79,000.00</u>	10.5%					
<b>Capital Funds:</b>							
Sheet 26a	<u>37,000.00</u>	4.9%					
<b>Deferred Charges:</b>							
Sheet 28	<u>-</u>	0.0%					
<b>Grants:</b>							
Sheet 25 (less Salaries & Wages above)	<u>118,962.64</u>	15.8%					
<b>All Other Departmental OE's:</b>							
Various Line Items	<u>436,876.15</u>	58.1%	<b>102.00%</b>	445,613.67	454,525.95	463,616.47	472,888.79
			<b>Projected Budget Totals</b>				
			<u>527,484.42</u>	<u>538,055.31</u>	<u>548,838.89</u>	<u>559,839.48</u>	<u>571,061.52</u>

## BOROUGH OF MILLSTONE 2023 BUDGET FUNDING

Budget Funding:

Fund Balance	192,000.00
Local Revenues	-
State Aid	69,725.00
Grants	118,962.64
Delinquent Tax	-
Local Purpose Tax	371,396.98
	752,084.62

Ratables	62,695,800
Tax Rate	0.592
Increase	0.010

### Project Tax Results

	2023	2024	2025	2026	2027
		25,000.00	50,000.00	75,000.00	100,000.00
		150,000.00	300,000.00	450,000.00	600,000.00
	527,484.42	363,055.31	198,838.89	34,839.48	(128,938.48)
	527,484.42	538,055.31	548,838.89	559,839.48	571,061.52

**LEVY CAP CAL**

<i>Prior Year</i>	<b>371,396.98</b>	<b>527,484.42</b>	<b>363,055.31</b>	<b>198,838.89</b>	<b>34,839.48</b>
<i>2%</i>	<b>7,427.94</b>	<b>10,549.69</b>	<b>7,261.11</b>	<b>3,976.78</b>	<b>696.79</b>
<i>Debt Service &amp; Health</i>	<b>145,000.00</b>	<b>145,000.00</b>	<b>145,000.00</b>	<b>145,000.00</b>	<b>145,000.00</b>
<i>Ratables Added</i>	<b>14,000.00</b>	<b>15,000.00</b>	<b>16,000.00</b>	<b>17,000.00</b>	<b>18,000.00</b>
<i>CAP Max</i>	<b>537,824.92</b>	<b>698,034.11</b>	<b>531,316.41</b>	<b>364,815.66</b>	<b>198,536.27</b>
<i>Over / (Under) CAP</i>	<b>(10,340.50)</b>	<b>(334,978.80)</b>	<b>(332,477.53)</b>	<b>(329,976.18)</b>	<b>(327,474.75)</b>

**COMPARISON OF REVENUES & APPROPRIATIONS**

	<b>BUDGET YEAR</b>	<b>PRIOR YEAR</b>	<b>CHANGE</b>	<b>%</b>
<b>REVENUES</b>				
Surplus	192,000.00	195,000.00	(3,000.00)	-1.54%
Local	-	-	-	#DIV/0!
State Aid	69,725.00	65,836.00	3,889.00	5.91%
State & Federal Grants	118,962.64	142,736.38	(23,773.74)	-16.66%
Delinquent Tax	-	-	-	#DIV/0!
Local Purpose Tax	371,396.98	342,914.78	28,482.20	8.31%
Minimum Library Tax	-	-	-	#DIV/0!
School Tax (Debt Service)	-	-	-	#DIV/0!
Arts and Cultural Tax	-	-	-	#DIV/0!
<b>TOTAL REVENUE</b>	<b>752,084.62</b>	<b>746,487.16</b>	<b>5,597.46</b>	<b>0.75%</b>
<b>APPROPRIATIONS</b>				
Salaries & Wages	68,237.83	66,939.04	1,298.79	1.94%
Other Expenses	437,376.15	420,466.12	16,910.03	4.02%
Statutory & Deferred Charges	11,508.00	11,345.62	162.38	1.43%
State & Federal Grants	118,962.64	142,736.38	(23,773.74)	-16.66%
Capital (without grants)	37,000.00	27,000.00	10,000.00	37.04%
Debt Service	-	-	-	#DIV/0!
School Debt Service	-	-	-	#DIV/0!
Reserve for Uncollected Taxes	79,000.00	78,000.00	1,000.00	1.28%
<b>TOTAL APPROPRIATIONS</b>	<b>752,084.62</b>	<b>746,487.16</b>	<b>5,597.46</b>	<b>0.007498</b>
Adopted Emergencies		-		

**LOCAL TAX LEVY AND ASSESSED VALUES**

	<b>BUDGET YEAR</b>	<b>PRIOR YEAR</b>	<b>CHANGE</b>	<b>%</b>
Local Purpose Tax Levy (only)	371,396.98	342,914.78	28,482.20	8.31%
Local Tax Rate	0.5924	0.5820	0.0104	1.78%
Assessed Valuation	62,695,800	58,887,300	3,808,500	6.47%

**STATUS OF "CAPS"**

	<b>SPENDING CAP</b>		<b>2% LEVY CAP</b>	
	<b>CAP @ 0.5%</b>	<b>CAP COLA</b>		
CAP Base from Prior Year	453,750.78	453,750.78	371,396.98	MAX
Rate Applied	2.50%	3.50%	371,396.98	ACTUAL
Allowable CAP	465,094.55	469,632.06	(0.00)	+ OR ( )
Additions:			Must be zero or ( ) to Introduce Budget	
See Sheet 3b	18,275.43	18,275.43		
Other				
Total CAP Allowable	483,369.98	487,907.48		
Budget Expenditures Sheet 19	462,491.98	462,491.98		
Remaining or (Excess)	20,878.00	25,415.50		

**CONDITION OF SURPLUS**

	<b>BUDGET YEAR</b>	<b>PRIOR YEAR</b>	<b>CHANGE</b>
Available	832,172.43	737,809.51	94,362.92
Used to Fund Budget	192,000.00	195,000.00	(3,000.00)
Remaining Balance	640,172.43	542,809.51	97,362.92

**% OF TAX COLLECTION**

	<b>CURRENT</b>	<b>PRIOR</b>	<b>CHANGE</b>
Actual Percentage of Collection			0.00%
Used for Reserve for Taxes	93.65%		93.65%
Remaining	-93.65%	0.00%	-93.65%



**COMPUTATION OF APPROPRIATION:  
RESERVE FOR UNCOLLECTED TAXES AND  
AMOUNT TO BE RAISED BY TAXATION  
IN 2023 MUNICIPAL BUDGET**

		YEAR 2023	YEAR 2022
1	Total General Appropriations for 2023 Municipal Budget Statement Item 8(L) (Exclusive of Reserve for Uncollected Taxes)	673,084.62	XXXXXXXXXXXX
2	Local District School Tax		631,479.00
	Actual		
	Estimate	644,108.58	XXXXXXXXXXXX
3	Regional School District Tax		
	Actual		
	Estimate		XXXXXXXXXXXX
4	Regional High School Tax		
	Actual		
	Estimate		XXXXXXXXXXXX
5	County Tax		225,499.25
	Actual		
	Estimate	230,009.24	XXXXXXXXXXXX
6	Special District Tax		
	Actual		
	Estimate		XXXXXXXXXXXX
7	Municipal Open Space		
	Actual		
	Estimate		XXXXXXXXXXXX
8	Municipal Arts and Culture		
	Actual		
	Estimate		XXXXXXXXXXXX
9	Total General Appropriations & Other Taxes	1,547,202.44	
10	Less: Total Anticipated Revenues from 2023 in Municipal Budget (Item 5)	380,687.64	
11	Cash Required from 2023 to Support Local Municipal Budget and Other Taxes	1,166,514.80	
12	Amount of Item 11 divided by <b>93.65%</b>		
	equals Amount to be Raised by Taxation (Percentage used must not exceed the applicable percentage shown by Item 13, Sheet 22)	1,245,514.80	
<b>Analysis of Item 12:</b>			
	Local School District Tax (Line 2 Above)	644,108.58	
	Regional School District Tax (Line 3 Above)	-	
	Regional High School Tax (Line 4 Above)	-	
	County Tax (Line 5 Above)	230,009.24	
	Special District Tax (Line 6 Above)	-	
	Municipal Open Space Tax (Line 7 Above)	-	
	Municipal Arts and Culture Tax (Line 8 Above)	-	
	Tax in Local Municipal Budget	371,396.98	
	Total Amount (Line 12)	1,245,514.80	
13	Appropriation: Reserve for Uncollected Taxes (Budget Statement, Item 8(M) (Item 12, Less Item 11)	79,000.00	
<b>Computation of "Tax in Local Municipal Budget"</b>			
	Item 1 - Total General Appropriations	673,084.62	
	Item 13 - Appropriation: Reserve for Uncollected Taxes	79,000.00	
	Subtotal	752,084.62	
	Less: Item 10 - Total Anticipated Revenues	380,687.64	
	Amount to Be Raised by Taxation in Municipal Budget	371,396.98	

<b>Local Tax for Municipal Purpose</b>	371,396.98
<b>Addition to Local District School Tax</b>	
<b>Minimum Library Tax</b>	





# MUNICIPAL BUDGET NOTICE

## Section 1.

Municipal Budget of the BOROUGH of MILLSTONE, County of SOMERSET for the Fiscal Year 2023

Be it Resolved, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2023;

Be it Further Resolved, that said Budget be published in the COURIER NEWS

in the issue of APRIL 24, 2023

The Governing Body of the BOROUGH of MILLSTONE does hereby approve the following as the Budget for the year 2023:

### RECORDED VOTE

(Insert Last Name)

Ayes

COPPOLA  
GALLI  
GRIMSHAW  
STASHEK  
KIDD

Nays

Abstained

Absent

Notice is hereby given that the Budget and Tax Resolution was approved by the COUNCIL MEMBERS of the BOROUGH of MILLSTONE, County of SOMERSET, on APRIL 17, 2023.

A Hearing on the Budget and Tax Resolution will be held at MUNICIPAL BLDG, on MAY 15, 2023 at 7:30 o'clock P.M. at which time and place objections to said Budget and Tax Resolution for the year 2023 may be presented by taxpayers or other interested persons.



## EXPLANATORY STATEMENT

### SUMMARY OF CURRENT FUND SECTION OF APPROVED BUDGET

		YEAR 2023
<b>General Appropriations For: (Reference to item and sheet number should be omitted in advertised budget)</b>		XXXXXXXXXXXX
<b>1. Appropriations within "CAPS" -</b>		XXXXXXXXXXXX
<b>(a) Municipal Purposes {(Item H-1, Sheet 19)(N.J.S.A. 40A:4-45.2)}</b>		462,491.98
<b>2. Appropriations excluded from "CAPS" -</b>		XXXXXXXXXXXX
<b>(a) Municipal Purposes {(Item H-2, Sheet 28)(N.J.S.A. 40A:4-53.3 as amended)}</b>		210,592.64
<b>(b) Local District School Purposes in Municipal Budget (Item K, Sheet 29)</b>		-
<b>Total General Appropriations excluded from "CAPS" (Item O, Sheet 29)</b>		210,592.64
<b>3. Reserve for Uncollected Taxes (Item M, Sheet 29) Based on Estimated</b>	<b>93.65%</b> Percent of Tax Collections	79,000.00
Building Aid Allowance 2023 - \$ <span style="border: 1px solid black; display: inline-block; width: 100px; height: 15px;"></span>		
for Schools-State Aid 2022 - \$ <span style="border: 1px solid black; display: inline-block; width: 100px; height: 15px;"></span>		752,084.62
<b>4. Total General Appropriations (Item 9, Sheet 29)</b>		752,084.62
<b>5. Less: Anticipated Revenues Other Than Current Property Tax (Item 5, Sheet 11) (i.e. Surplus, Miscellaneous Revenues and Receipts from Delinquent Taxes)</b>		380,687.64
<b>6. Difference: Amount to be Raised by Taxes for Support of Municipal Budget (as follows)</b>		XXXXXXXXXXXX
<b>(a) Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes (Item 6(a), Sheet 11)</b>		371,396.98
<b>(b) Addition to Local District School Tax (Item 6(b), Sheet 11)</b>		-
<b>(c) Minimum Library Tax</b>		-

## EXPLANATORY STATEMENT - (Continued)

## SUMMARY OF 2022 APPROPRIATIONS EXPENDED AND CANCELED

	General Budget	Utility	Utility	Utility	Utility	Utility	Utility
Budget Appropriations - Adopted Budget	746,487.16	-	-	-	-	-	-
Budget Appropriations Added by N.J.S.A. 40A:4-87							
Emergency Appropriations	-	-	-	-	-	-	-
Total Appropriations	746,487.16	-	-	-	-	-	-
<u>Expenditures:</u>							
Paid or Charged (Including Reserve for Uncollected Taxes)	657,474.78	-	-	-	-	-	-
Reserved	89,012.38	-	-	-	-	-	-
Unexpended Balances Canceled	-	-	-	-	-	-	-
Total Expenditures and Unexpended Balances Canceled	746,487.16	-	-	-	-	-	-
Overexpenditures *	-	-	-	-	-	-	-

EXPLANATORY STATEMENT - (Continued)

BUDGET MESSAGE

<u>CAP CALCULATION</u>		<u>CAP CALCULATION</u>	
Total General Appropriations for 2022	746,487.16	Allowable Operating Appropriations before	
Cap Base Adjustment:		Additional Exceptions per (N.J.S.A. 40A:4-45.3)	465,094.55
Subtotal	746,487.16		
Exceptions Less:		Additions:	
Total Other Operations		New Construction (Assessor Certification)	2,961.22
Total Uniform Construction Code		2021 Cap Bank Utilized	10,558.89
Total Interlocal Service Agreement	45,000.00	2022 Cap Bank Utilized	4,755.32
Total Additional Appropriations			
Total Capital Improvements	27,000.00		
Total Debt Service		Total Additions	18,275.43
Transferred to Board of Education			
Type I School Debt		Maximum Appropriations within "CAPS" Sheet 19 @ 2.5%	483,369.98
Total Public & Private Programs	142,736.38		
Judgements			
Total Deferred Charges		Additional Increase to COLA rate. 3.5%	
Cash Deficit		Amount of Increase allowable. 1.0%	4,537.51
Reserve for Uncollected Taxes	78,000.00		
Total Exceptions	292,736.38		
Amount on Which CAP is Applied	453,750.78	Maximum Appropriations within "CAPS" Sheet 19 @ 3.5%	487,907.48
2.5% CAP	11,343.77		
Allowable Operating Appropriations before		Total General Appropriations for Municipal Purposes	462,491.98
Additional Exceptions per (N.J.S.A. 40A:4-45.3)	465,094.55	(Sheet 19, H-1)	
		Over or (Under) Appropriations Cap	(25,415.50)

NOTE:

Sheet 3b

MANDATORY MINIMUM BUDGET MESSAGE MUST INCLUDE A SUMMARY OF:

1. HOW THE "CAP" WAS CALCULATED. (Explain in words what the "CAPS" mean and show the figures.)
2. A SUMMARY BY FUNCTION OF THE APPROPRIATIONS THAT ARE SPREAD AMONG MORE THAN ONE OFFICIAL LINE ITEM (e.g. if Police S & W appears in the regular section and also under "Operation Excluded from "CAPS" section, combine the figures for purposes of citizen understanding.)

EXPLANATORY STATEMENT - (Continued)

**BUDGET MESSAGE**

**RECAP OF GROUP INSURANCE APPROPRIATION**

Following is a recap of the Municipality's Employee Group Insurance

Estimated Group Insurance Costs - 2023                     

Estimated Amounts to be Contributed by Employees:

Contribution from all eligible emp.                     

Budgeted Group Insurance - Inside CAP                     

Budgeted Group Insurance - Utilities                     

Budgeted Group Insurance - Outside CAP                     

TOTAL                      -                     

Instead of receiving Health Benefits,            employees  
have elected an opt-out for 2023. This opt-out amount  
is budgeted separately.

Health Benefits Waiver                       
Salaries and Wages

EXPLANATORY STATEMENT - (Continued)

BUDGET MESSAGE

**NEW JERSEY 2010 LOCAL UNIT LEVY CAP LAW**

P.L. 2007, c. 62, was amended by P.L. 2008 c. 6 and P.L. 2010 c. 44 (S-29 R1). The last amendment reduces the 4% to 2% and modifies some of the exceptions and exclusions. It also removes the LFB waiver. The voter referendum now requires a vote in excess of only 50% which is reduced from the original 60% in P.L. 2007, c. 62.

**SUMMARY LEVY CAP CALCULATION**

**LEVY CAP CALCULATION**

Prior Year Amount to be Raised by Taxation	342,914.78
Less:	
Less: Prior Year Deferred Charges to Future Taxation Unfunded	
Less: Prior Year Deferred Charges: Emergencies	
Less: Prior Year Recycling Tax	
Less:	
Less:	
Net Prior Year Tax Levy for Municipal Purpose Tax for CAP Calculation	<u>342,914.78</u>
Plus 2% CAP Increase	<u>6,858.30</u>
<b>ADJUSTED TAX LEVY</b>	<u>349,773.08</u>
Plus: Assumption of Service/Function	
<b>ADJUSTED TAX LEVY PRIOR TO EXCLUSIONS</b>	<u>349,773.08</u>

**ADJUSTED TAX LEVY PRIOR TO EXCLUSIONS**

349,773.08

Exclusions:

Allowable Shared Service Agreements Increase	
Allowable Health Insurance Costs Increase	
Allowable Pension Obligations Increases	295.00
Allowable LOSAP Increase	
Allowable Capital Improvements Increase	15,000.00
Allowable Debt Service and Capital Leases Inc.	
Recycling Tax appropriation	
Deferred Charge to Future Taxation Unfunded	
Current Year Deferred Charges: Emergencies	

Add Total Exclusions	<u>15,295.00</u>
Less Cancelled or Unexpended Waivers	
Less Cancelled or Unexpended Exclusions	

**ADJUSTED TAX LEVY**

365,068.08

Additions:

New Ratables - Increase for new construction	508,800
Prior Year's Local Purpose Tax Rate (per \$100)	<u>0.582</u>
New Ratable Adjustment to Levy	2,961.22
Amounts approved by Referendum	
Levy CAP Bank Applied	3,367.69

**MAXIMUM ALLOWABLE AMOUNT TO BE RAISED BY TAXATION**

371,396.98

**AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSES**

371,396.98

**OVER OR (UNDER) 2% LEVY CAP**

(0.00)

(must be equal or under for Introduction)

EXPLANATORY STATEMENT - (Continued)

**BUDGET MESSAGE**

**"2010" LEVY CAP BANKS:**

**2020**

Maximum Allowable Amount to be Raised by Taxation	334,715
Amount to be Raised by Taxation for Municipal Purpose	326,859
Available for Banking (CY 2023)	7,856
Amount Used in CY 2023	3,367
Balance to Expire	<u>4,489</u>

**2021**

Maximum Allowable Amount to be Raised by Taxation	334,042
Amount to be Raised by Taxation for Municipal Purpose	332,359
Available for Banking (CY 2023 - CY 2024)	1,683
Amount Used in CY 2023	-
Balance to Carry Forward (CY 2024)	<u>1,683</u>

**2022**

Maximum Allowable Amount to be Raised by Taxation	342,915
Amount to be Raised by Taxation for Municipal Purpose	342,915
Available for Banking (CY 2023 - CY 2025)	-
Amount Used in CY 2023	-
Balance to Carry Forward (CY 2024 - CY2025)	<u>-</u>

**2023**

Maximum Allowable Amount to be Raised by Taxation	371,397
Amount to be Raised by Taxation for Municipal Purpose	371,397
Available for Banking (CY 2024 - CY 2026)	0

**Total Levy CAP Bank**

1,683

## CURRENT FUND - ANTICIPATED REVENUES

GENERAL REVENUES	FCOA	Anticipated		Realized in
		2023	2022	Cash in 2022
<b>1. Surplus Anticipated</b>	08-101	192,000.00	195,000.00	195,000.00
<b>2. Surplus Anticipated with Prior Written Consent of Director of Local Government Services</b>	08-102			
<b>Total Surplus Anticipated</b>	08-100	192,000.00	195,000.00	195,000.00
<b>3. Miscellaneous Revenues - Section A: Local Revenues</b>	xxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx
Licenses:	xxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx
Alcoholic Beverages	08-103			
Other	08-104			
Fees and Permits	08-105			
Fines and Costs:	xxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx
Municipal Court	08-110			
Other	08-109			
Interest and Costs on Taxes	08-112			
Interest and Costs on Assessments	08-115			
Parking Meters	08-111			
Interest on Investments and Deposits	08-113			
Anticipated Utility Operating Surplus	08-114			







## CURRENT FUND - ANTICIPATED REVENUES - (Continued)

GENERAL REVENUES	FCOA	Anticipated		Realized in
		2023	2022	Cash in 2022
<b>3. Miscellaneous Revenues - Section A: Local Revenues (continued)</b>				
<b>Total Section A: Local Revenue</b>	08-001	-	-	-



**CURRENT FUND - ANTICIPATED REVENUES - (Continued)**

GENERAL REVENUES	FCOA	Anticipated		Realized in Cash in 2022
		2023	2022	
<b>3. Miscellaneous Revenues - Section C: Dedicated Uniform Construction Code Fees</b>				
<b>Offset with Appropriations (N.J.S.A. 40A:4-36 and N.J.A.C. 5:23-4.17)</b>	XXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
Uniform Construction Code Fees	08-160			
<b>Special Item of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services:</b>	XXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
Additional Dedicated Uniform Construction Code Fees Offset with Appropriations (N.J.S.A. 40A:4-45.3h and N.J.A.C. 5:23-4.17)	XXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
Uniform Construction Code Fees	08-160			
<b>Total Section C: Dedicated Uniform Construction Code Fees Offset with Appropriations</b>	<b>08-002</b>	<b>-</b>	<b>-</b>	<b>-</b>







## CURRENT FUND - ANTICIPATED REVENUES - (Continued)

GENERAL REVENUES	FCOA	Anticipated		Realized in
		2023	2022	Cash in 2022
<b>3. Miscellaneous Revenues - Section D: Special Items of General Revenue Anticipated</b> <b>With Prior Written Consent of the Director of Local Government Services</b> <b>Shared Service Agreements Offset With Appropriations:</b>	xxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx
<b>Total Section D: Shared Service Agreements Offset With Appropriations</b>	11-001	-	-	-







**CURRENT FUND - ANTICIPATED REVENUES - (Continued)**

GENERAL REVENUES	FCOA	Anticipated		Realized in
		2023	2022	Cash in 2022
<b>3. Miscellaneous Revenues - Section F: Special Items of General Revenue Anticipated</b>				
<b>    With Prior Written Consent of Director of Local Government Services - Public and</b>				
<b>    Private Revenues Offset with Appropriations (Continued):</b>	xxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
<b>Total Section F: Special Item of General Revenue Anticipated with Prior Written</b>	xxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx
<b>    Consent of Director of Local Government Services - Public and Private Revenues</b>	10-001	118,962.64	142,736.38	142,736.38



## CURRENT FUND - ANTICIPATED REVENUES - (Continued)

GENERAL REVENUES	FCOA	Anticipated		Realized in
		2023	2022	Cash in 2022
<b>3. Miscellaneous Revenues - Section G: Special Items of General Revenue Anticipated</b> <b>With Prior Written Consent of Director of Local Government Services - Other Special</b> <b>Items:</b>	xxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx
<b>Total Section G: Special Items of General Revenue Anticipated with Prior Written</b>	xxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx
<b>Consent of Director of Local Government Services - Other Special Items</b>	08-004	-	-	-

## CURRENT FUND - ANTICIPATED REVENUES - (Continued)

GENERAL REVENUES	FCOA	Anticipated		Realized in
		2023	2022	Cash in 2022
<b>Summary of Revenues</b>				
	XXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
<b>1. Surplus Anticipated (Sheet 4, #1)</b>	<b>08-101</b>	192,000.00	195,000.00	195,000.00
<b>2. Surplus Anticipated with Prior Written Consent of Director of Local Government Services (Sheet 4, #2)</b>	<b>08-102</b>	-	-	-
<b>3. Miscellaneous Revenues:</b>	XXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
Total Section A: Local Revenues	<b>08-001</b>	-	-	-
Total Section B: State Aid Without Offsetting Appropriations	<b>09-001</b>	69,725.00	65,836.00	65,836.00
Total Section C: Dedicated Uniform Construction Code Fees Offset with Appropriations	<b>08-002</b>	-	-	-
Total Section D: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Shared Service Agreements	<b>11-001</b>	-	-	-
Total Section E: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Additional Revenues	<b>08-003</b>	-	-	-
Total Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues	<b>10-001</b>	118,962.64	142,736.38	142,736.38
Total Section G: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Other Special Items	<b>08-004</b>	-	-	-
<b>Total Miscellaneous Revenues</b>	<b>13-099</b>	188,687.64	208,572.38	208,572.38
<b>4. Receipts from Delinquent Taxes</b>	<b>15-499</b>			20,602.99
<b>5. Subtotal General Revenues (Items 1, 2, 3 and 4)</b>	<b>13-199</b>	380,687.64	403,572.38	424,175.37
<b>6. Amount to be Raised by Taxes for Support of Municipal Budget:</b>	XXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
a) Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	<b>07-190</b>	371,396.98	342,914.78	XXXXXXXXXXXXX
b) Addition to Local District School Tax	<b>07-191</b>	-		XXXXXXXXXXXXX
c) Minimum Library Tax	<b>07-192</b>	-		XXXXXXXXXXXXX
<b>Total Amount to be Raised by Taxes for Support of Municipal Budget</b>	<b>07-199</b>	371,396.98	342,914.78	414,803.99
<b>7. Total General Revenues</b>	<b>13-299</b>	752,084.62	746,487.16	838,979.36

## CURRENT FUND - APPROPRIATIONS

8. GENERAL APPROPRIATIONS	FCOA		Appropriated		
(A) Operations - within "CAPS"			for 2023	for 2022	for 2022 By Emergency Appropriation
Administrative & Executive					
Salaries & Wages	20-100	1	5,814.00	5,700.00	
Other Expenses	20-100	2	5,000.00	6,000.00	
Employee Development	20-101	2	3,500.00	3,500.00	
Mayor & Council					
Other Expenses	20-110	2	8,500.00	9,000.00	
Elections					
Other Expenses	20-120	2	1,700.00	1,700.00	
Financial Administration					
Salaries & Wages	20-130	1	14,425.15	14,142.30	
Other Expenses:					
Audit Services	20-135	2	14,700.00	15,000.00	
Miscellaneous	20-130	2	10,000.00	10,000.00	
Municipal Clerk					
Salaries & Wages	20-120	1	14,658.73	14,371.30	
Assessment of Taxes					
Salaries & Wages	20-150	1	7,938.66	7,783.00	
Other Expenses	20-150	2	1,000.00	1,000.00	
Information Technology					
Other Expenses	20-140	2	17,000.00	14,500.00	

	<b>Expended 2022</b>	
<b>Total for 2022 As Modified By All Transfers</b>	<b>Paid or Charged</b>	<b>Reserved</b>
-		-
5,700.00	5,700.00	-
6,000.00	3,178.00	2,822.00
3,500.00	775.00	2,725.00
-		-
9,000.00	7,316.22	1,683.78
-		-
1,700.00	1,433.74	266.26
-		-
14,142.30	14,142.30	-
-		-
15,000.00	14,700.00	300.00
2,500.00	609.71	1,890.29
-		-
14,371.30	14,371.30	-
-		-
7,783.00	7,783.00	-
1,000.00	120.00	880.00
-		-
16,500.00	15,155.99	1,344.01



**CURRENT FUND - APPROPRIATIONS**

8. GENERAL APPROPRIATIONS  (A) Operations - within "CAPS" - (continued)	FCOA		Appropriated				Expended 2022	
			for 2023	for 2022	for 2022 By Emergency Appropriation	Total for 2022 As Modified By All Transfers	Paid or Charged	Reserved
Collection of Taxes						-		-
Salaries and Wages	20-145	1	12,692.88	12,444.00		12,444.00	12,444.00	-
Other Expenses	20-145	2	1,200.00	1,200.00		1,200.00	878.00	322.00
Legal Services						-		-
Other Expenses	20-155	2	16,000.00	16,000.00		14,000.00	11,462.50	2,537.50
Prosecuter						-		-
Other Expenses	25-275	2	500.00	1,000.00		1,000.00	-	1,000.00
Engineering Services & Costs						-		-
Other Expenses	20-165	2	24,000.00	32,000.00		32,000.00	6,500.00	25,500.00
Public Buildings & Grounds						-		-
Salaries and Wages	26-310	1	1,000.00	1,000.00		1,000.00	-	1,000.00
Other Expenses	26-310	2	17,000.00	18,000.00		18,000.00	16,524.60	1,475.40
Municipal Land Use Law (NJS 40:55D.1)						-		-
Planning Board						-		-
Salaries and Wages	21-180	1	5,953.17	5,836.44		5,836.44	5,836.44	-
Other Expenses	21-180	2	30,000.00	21,000.00		33,278.89	32,028.00	1,250.89
Environmental Commission (NJSA 40:56A-1ET SEQ)						-		-
Other Expenses	27-335	2	200.00	200.00		200.00	89.44	110.56
						-		-
						-		-

**CURRENT FUND - APPROPRIATIONS**

8. GENERAL APPROPRIATIONS  (A) Operations - within "CAPS" - (continued)	FCOA		Appropriated				Expended 2022	
			for 2023	for 2022	for 2022 By Emergency Appropriation	Total for 2022 As Modified By All Transfers	Paid or Charged	Reserved
Public Safety						-		-
Fire						-		-
Fire Hydrant Service	25-265	2	14,000.00	14,000.00		14,000.00	12,800.64	1,199.36
Fire District Contract	25-241	2	44,000.00	41,000.00		41,221.11	41,221.11	-
First Aid Organization Contribution	25-260	2	1,800.00	1,800.00		1,800.00	1,800.00	-
Emergency Management Services						-		-
Other Expenses	25-252	2	4,000.00	4,000.00		4,000.00	-	4,000.00
Municipal Court						-		-
Other Expenses	43-490	2	12,800.00	12,760.00		12,760.00	11,760.00	1,000.00
Public Defender						-		-
Other Expenses	43-495	2	500.00	1,000.00		1,000.00	-	1,000.00
Streets and Roads						-		-
Road Repair and Maintenance						-		-
Other Expenses	26-290	2	12,000.00	13,000.00		13,000.00	12,328.36	671.64
Snow Removal						-		-
Other Expenses	26-290	2	12,500.00	12,500.00		12,500.00	12,000.00	500.00
Street Lighting	31-435	2	15,500.00	15,000.00		15,000.00	12,336.39	2,663.61
Sanitation						-		-
Garbage and Trash						-		-
Other Expenses	26-305	2	39,328.00	44,100.00		41,100.00	38,515.78	2,584.22

### CURRENT FUND - APPROPRIATIONS

8. GENERAL APPROPRIATIONS	FCOA		Appropriated				Expended 2022	
(A) Operations - within "CAPS" - (continued)			for 2023	for 2022	for 2022 By Emergency Appropriation	Total for 2022 As Modified By All Transfers	Paid or Charged	Reserved
Health and Welfare						-		-
Board of Health						-		-
Other Expenses	27-330	2	19,919.00	19,528.00		19,528.00	19,528.00	-
Dog Regulation	27-340	2	3,000.00	3,000.00		3,000.00	2,882.14	117.86
Recreation and Education						-		-
Parks and Playground						-		-
Other Expenses	28-370	2	3,500.00	5,000.00		3,000.00	277.05	2,722.95
Historical Commission (NJSA 40-23.6.22)						-		-
Other Expenses	28-371	2	3,000.00	3,000.00		3,000.00	2,905.00	95.00
Insurance						-		-
Other Insurance Premiums	23-210	2	24,959.00	20,178.12		20,178.12	20,178.12	-
Additional Prior Assessments	23-210	2	9,140.15			-		-
						-		-
						-		-
						-		-
						-		-
						-		-
						-		-
						-		-
						-		-
						-		-













