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Sent: Tuesday, January 27, 2009 11:12 AM

To: Lashway, Lisa

Subject: GovConnect Update: January 27, 2009

Dear GovConnect Colleague:

There's a whole lot going on in January, alerts, new Local Finance Notices, and a new seminar on E-mail management challenges. We're starting to break this update into three sections: News Items, Training and Conferences, and Reminders. Be sure to check all three for news you can use!

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New Items:

1. Municipal Contact List 2009 Mayor Update: Municipal Clerk's 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 2008, you must still CONFIRM the information listed in your MCL for 2009. If you need ANY assistance with your login, linking to your MCL, or completing the form, please call the GovConnect Helpdesk at 609-943-4724 or e <mailto:EGG@dca.state.nj.us>.

2. The Division has temporarily removed several of the CY 2009 budget forms that were posted at [www.nj.gov/dca/lgs/fiscal/budmenu.shtml](http://www.nj.gov/dca/lgs/fiscal/budmenu.shtml). Specifically, the new Excel versions of the CY 2009 budget form and Annual Debt Statement were removed for corrections. Those that have already submitted ADS forms will be contacted if changes are necessary. All other users are asked to wait a day or two until the revisions are posted. We apologized for any inconvenience this may cause. These new forms (replacing PDF forms) DO NOT contain formulas, they are for formatting purposes. Those using these forms may add their own formulas to the worksheet. In the future, the Division will provide a list of changes made to the forms, as well as provide updated forms.

3. Governor Corzine recently enacted the "Energy Saving Improvement Program" law (A-1185/S-1537) that makes new provisions for implementing energy savings improvements to public facilities and using the value of the energy savings to pay for them. While the law takes effect in mid-March, the Division will be providing introductory information about it shortly. Also, watch for seminars on issue as well.

4. Several recent newspaper reports have highlighted that some local units are using online services to facilitate registration of individuals in local programs. These programs may also involve the payment and processing of fees. At least one firm engaging in the process on the west coast recently ceased business leaving obligations to local governments unpaid. The Division addressed best practices for these policies a number of years ago in an E-Government for Government bulletin (EGG #5 at <http://www.nj.gov/dca/lgs/egg/eggs/egg-5-2001.pdf>). While the businesses have evolved, a review of that Notice finds its guidance still intact and useful.

5. Recent Local Finance Notices:

- 2009-2 ([www.nj.gov/dca/lgs/lfns/09lfns/2009-2.doc](http://www.nj.gov/dca/lgs/lfns/09lfns/2009-2.doc)) reviews the Local Finance Board's recent approval to modify several statutory budget deadlines. The changes modify the statutory dates for introduction and adoption. They also extend the date for holding a budget cap referendum and modify the dates for actions related to the referendum. The schedule includes provisions for the "early" and "late" Property Tax Levy Cap referendums.

- 2009-3 ([www.nj.gov/dca/lgs/lfns/09lfns/2009-3.doc](http://www.nj.gov/dca/lgs/lfns/09lfns/2009-3.doc)) discusses the recently enacted P.L. 2008, c. 72 that affects officials required to file Financial Disclosure Statements under the Local Government Ethics Law.

The law requires NEW office holders to file an FDS within 30 days of taking office. This applies to officials that took office on January 1, 2009.

6. Does your organization pay attention to employee safety? If you do, you may be eligible for the 81st Annual Governor's Occupational Safety and Health Awards. The Program honors employers with outstanding safety records and practices. Applying is free for government agencies. Should your organization apply for an award? See the Department of Labor and Workforce Development website at <http://lwd.dol.state.nj.us/labor/index.shtml> for complete details. For questions, please contact Joyce Crea at (609) 984-4738 or by email at [jcrea@dol.state.nj.us](mailto:jcrea@dol.state.nj.us).

7. 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](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/>

#### Training and Conferences:

1. Seminar for Elected Officials: The New Jersey State League of Municipalities will be presenting its annual orientation for municipal officials, who are newly elected, re-elected, or experienced on Saturday, February 7, 2009 at the Enterprise Center BCC in Mt. Laurel. Registration, Continental Breakfast, and Networking begin at 8:30 a.m., with the orientation starting at 9:00 a.m. until 3:30 p.m. For more details visit the League's website at [www.njslom.org/cal-jan24-feb7-2009.html](http://www.njslom.org/cal-jan24-feb7-2009.html).

2. Managing Government E-mail Risk and How to Solve Them: The League of Municipalities and NJ-GMIS (the Association of Government Technology Professionals) will be presenting this new program on February 24 and 26. This event will examine how to manage e-mail when it comes to OPRA, records retention, and the new E-Discovery rules. It will also cover solutions for all sizes and ways of managing e-mail: from using your local cable company, hosted systems like G-mail, locally run Exchange systems, and large enterprise systems with hundreds of users. The program will also include time for attendees to discuss their own solutions, and will also have vendors displaying technology.

The dates are Tuesday, February 24, 2009 at the PNC Bank Arts Center; and Thursday, February 26, 2009 at The Enterprise Center at Burlington County College in Mt. Laurel. CMFO/CCFO, CPWM, RMC, CPA/RMA, RPPO/RPPS, and CRP earn valuable continuing education units. Registration, Continental Breakfast, and Networking begin at 8:30 a.m., with the seminar starting at 9:00 a.m. until 1:00 p.m. Get registration information at [www.njslom.org/cal022409\\_022609.html](http://www.njslom.org/cal022409_022609.html).

#### Reminders:

1. Local Finance Notice 2008-20 ([www.nj.gov/dca/lgs/lfns/08lfns/2008-20.doc](http://www.nj.gov/dca/lgs/lfns/08lfns/2008-20.doc)) "Contracting for Renewable Energy Services - P.L. 2008, c. 83" covers important public contracting and implementation issues of this new law that promotes local government use of solar and related renewable energy activities. It also references the new Local Government Energy Audit program administered by the BPU as a preliminary step to implementing solar programs. Any local unit considering installation of solar panels should review this Notice.

2. Local Government Energy Audit Grant Program: The New Jersey Board of Public Utilities has announced the launch of a new program aimed at assisting local governments in identifying opportunities for energy efficiency. The Local Government Energy Audit Program is open to public buildings owned by local government agencies and will provide funding for investment-grade energy audits from one of five pre-qualified energy auditing firms. All local governments located within the service territory of at least one of New Jersey's public utility companies are eligible. Details and examples outlining the incentive payment process are provided on the New Jersey Clean Energy Program Web site at [www.NJCleanEnergy.com/ssb](http://www.NJCleanEnergy.com/ssb).

3. 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 14, 2009. This issue can be viewed online at: [www.nj.gov/dep/bulletin/bu2009\\_0114.pdf](http://www.nj.gov/dep/bulletin/bu2009_0114.pdf).

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