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From: egg@dca.state.nj.us [mailto:egg@dca.state.nj.us]  
Sent: Monday, July 20, 2009 2:07 PM  
To: Lashway, Lisa  
Subject: GovConnect Update: July 20, 2009

Dear GovConnect Colleague:

As we begin the new state fiscal year please take a few minutes to review recent developments in local government.

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New Items:

1. Most CY 2009/SFY 2010 State Aid Payment Recapitulation Statements have now been posted online at [www.nj.gov/dca/lgs/muniaid/09aid/09ars/menuars2009.shtml](http://www.nj.gov/dca/lgs/muniaid/09aid/09ars/menuars2009.shtml). Municipalities that applied for CY 2009 Extraordinary Aid have not been posted and will be posted once aid has been allocated. Local Finance Notice 2009-15 (<http://www.nj.gov/dca/lgs/lfns/09lfns/2009-15.doc>) describes the Notice and provides specific details about the payment schedule.

2. The Office of Public Employees' Occupational Safety & Health (OPEOSH) has posted an advisement that thousands of youth/temporary employees between the ages of 14 and 24 will be entering into seasonal employment at various locations throughout the State. Funding for these positions is being provided through the ARRA. The New Jersey Division of Wage and Hour and the US Department of Labor (DOL) Wage and Hour have established guidelines and regulations for the types of work that many of these youth/temporary employees may be engaged in. The restrictions/prohibitions apply to workers under the age of 18. The New Jersey Department of Labor and Workforce Development (LWD) regulations and the US DOL cover both restricted and prohibited activities for teen workers. A comprehensive list can be found on the LWD web site at [www.nj.gov/labor](http://www.nj.gov/labor) and the Federal wage and hour web site at [www.youthrules.dol.gov](http://www.youthrules.dol.gov).

3. The Division of Taxation has begun mailing the 2008 Senior Freeze (Property Tax Reimbursement) checks to eligible applicants who filed by the original deadline of June 1, 2009. Reimbursements for applications filed between the original June 1 deadline and the extended filing deadline of August 17, 2009, will be issued as quickly as possible. Taxpayers who have not yet filed their reimbursement applications may continue to seek your help in completing Forms PTR-1A and PTR-2A, the verification forms which document the amount of property taxes due and paid. If YOU have questions, please call us at 609-633-8433 or send an e-mail inquiry to us at: [nj.propertytaxrelief@treas.state.nj.us](mailto:nj.propertytaxrelief@treas.state.nj.us). If you need additional supplies of Form PTR-1 application booklets, e-mail us at the address above or fax your request to 609-777-4319. These telephone numbers and e-mail address are for your EXCLUSIVE use. Please refer members of the public to 800-882-6597 or e-mail [nj.taxation@treas.state.nj.us](mailto:nj.taxation@treas.state.nj.us).

4. Spring Energy Tax Receipts Payments: For those municipalities that receive a spring Energy Tax Receipts payment, State Fiscal Year municipalities received payment on June 24 and Calendar Year municipalities received payment on July 15.

5. The Division has released the CY 2009 Statements of State Aid for property tax bills. Local Finance Notice 2009-14 (<http://www.nj.gov/dca/lgs/lfns/09lfns/2009-14.doc>) provides the procedures to be followed and the calculation of State aid that went into the statement. Statements must be downloaded from the Division's website at [www.nj.gov/dca/lgs/muniaid/aidmenu.shtml](http://www.nj.gov/dca/lgs/muniaid/aidmenu.shtml).

6. Local Finance Notice 2009-13, "GASB 45 - Other Post Retirement Benefits Update" is now available at [www.nj.gov/dca/lgs/lfns/09lfns/2009-13.doc](http://www.nj.gov/dca/lgs/lfns/09lfns/2009-13.doc). This important Notice provides the Division's final guidance on implementing GASB 45 for all local units. It has specific direction and model languages for auditors to use in Notes Disclosure for local units participating in the State Health Benefits Program. It also includes guidance for local authorities and fire districts, and guidance for small local units (less than 100 employees) on actuarial reporting.

#### Reminders:

1. The State has recently enacted new laws and programs providing local governments with new authority and capability to reduce and improve their energy usage. To support these initiatives, the Division is releasing three new Local Finance Notices providing guidance and formal direction on implementing these new opportunities. Local units should carefully review these Notices at [www.nj.gov/dca/lgs/lfns/lfnmenu.shtml](http://www.nj.gov/dca/lgs/lfns/lfnmenu.shtml) and review them with the appropriate advisors or professionals. The Notices include the following:

2009-10 Contracting for Renewable Energy Services

2009-11 Implementing an Energy Savings Improvement Program 2009-12 BPU Local Government Energy Audit Program

The Division's website has also added a section

([www.nj.gov/dca/lgs/lpcl/#energy](http://www.nj.gov/dca/lgs/lpcl/#energy)) which aggregates a number of links concerning Energy related issues.

2. The State Division of Purchase and Property regularly updates a "vehicle cutoff sheet" ([www.state.nj.us/treasury/purchase/mnmaster.pdf](http://www.state.nj.us/treasury/purchase/mnmaster.pdf)) that shows summary information and the last date orders can be placed for each type of vehicle on a State contract. Purchasing agents may want to bookmark the site so they can link to it directly. A list of all vehicles, parts, and services State contracts is at [www.state.nj.us/treasury/purchase/contracttypes.shtml#15](http://www.state.nj.us/treasury/purchase/contracttypes.shtml#15).

3. The Department of Community Affairs (DCA) invites municipalities with traditional downtowns or commercial corridors to apply to its Main Street New Jersey Program, which provides participating communities with proven technical assistance and training in revitalizing downtown business districts. The 2009 application process will begin with a free application workshop from 1 p.m. to 4 p.m. on June 30 at Thomas Edison State College in Trenton. Letters of Intent to Apply are due by July 30 and communities must submit their applications by September 9. Register

at [www.mainstreetnewjersey.com/regform\\_appwkshp.html](http://www.mainstreetnewjersey.com/regform_appwkshp.html) or contact Jef Buehler (609) 633-9769.

4. Certification of Imaging Systems: Does your government agency scan public records? Did you know your imaging systems are required to be certified by the State Division of Archives and Records Management? Certification is required in State law that allows the replacement of public records with digital images, so long as the images are produced by a system that has been reviewed by DARM and certified by the State Records Committee. Compliance with certification regulations will help insure that the public records you are imaging today will be accurate and accessible for you and your constituents for the duration of their records retention lifespan. You can start the certification process at [www.njarchives.org/links/imgcertification.html](http://www.njarchives.org/links/imgcertification.html)

5. 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/>

6. 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 July 8, 2009. This issue can be viewed online at: [www.nj.gov/dep/bulletin/bu2009\\_0708.pdf](http://www.nj.gov/dep/bulletin/bu2009_0708.pdf).

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

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