

**Transitional Aid Application for Calendar Year 2026
and Fiscal Year 2027**
Division of Local Government Services
Department of Community Affairs

General Instructions: This application must be submitted in its entirety by February 27, 2026, for CY 2026 applicants and September 25, 2026, for FY 2027 applicants for funding consideration under this program. Information contained in the application is subject to independent verification by the Division of Local Government Services (DLGS). Refer to Local Finance Notice 2026-03 when preparing this application for specific instructions and definitions and review the Submission Checklist on page 19 of this application.

Name of Municipality:	Borough of Jamesburg	County:	Middlesex
Contact Person:	Michael Capabianco	Title:	Borough Administrator
Phone:	7325212222	Fax:	NA
E-mail:	mcapabianco@jamesburgborough.org		

I. Aid History

List the amount of Transitional Aid received for the last three years, if any:

FY 2026 / CY 2025	FY 2025 / CY 2024	FY 2024 / CY 2023
\$600,000 (as per DLGS)	\$756,000.00	\$ Did not receive

II. Aid Request for Application Year

If not seeking a decrease, a letter from the Mayor is required. See Local Finance Notice 2026-03.

Amount of aid requested for the Application Year:	\$ 600,000.00
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III. Submission Requirements

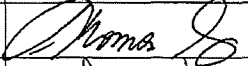
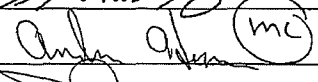
The following items must be submitted with or prior to the submission of this application. Indicate the date of submission of each.

Item	Date Submitted to DLGS
2026 Annual Financial Statement	Not completed/required yet
2025 Annual Audit	September 2025
2025 Corrective Action Plan	September 2025
Application Year Introduced Budget	NA
Budget Documentation Submitted to Governing Body	NA

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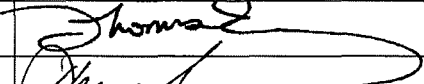
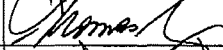
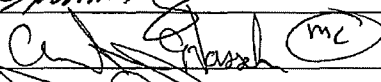
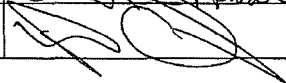
IV. A. Application Certification

The undersigned herewith certify that they have reviewed this application and, individually, believe the contents to be true and accurately portray the circumstances regarding the municipality's fiscal practices and need for financial assistance. By submitting the application, the municipality acknowledges that the law provides that the decision of the Director regarding an aid award is final and not subject to appeal.

Official	Signature	Date
Mayor/Chief Executive Officer		
Governing Body Presiding Officer		2/25/26
Chief Financial Officer		2/25/26
Chief Administrative Officer		2/25/26

B. Transitional Aid Recipients Applying in CY2026 / FY2027

Municipalities operating under a MOU must certify that they are in substantial compliance with all conditions and requirements of the MOU.

Official	Signature	Date
Mayor/Chief Executive Officer		
Governing Body Presiding Officer		2/25/26
Chief Financial Officer		2/25/26
Chief Administrative Officer		2/25/26

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V. A. Explanation of Need for Transitional Aid

Explain the circumstances that warrant Transitional Aid in narrative form. Include factors that result in a constrained ability to raise sufficient revenues to meet budgetary requirements, and if such revenues were raised, how would it jeopardize the fiscal integrity of the municipality?

The Borough continues to see a stagnation in revenues and property values. Additionally, costs have risen beyond what any new valuation brings. Existing collectively bargained contracts still negatively impact finances, in FY26 the two largest union contracts will be negotiated.

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B. Demonstration of Revenue Loss/Substantial Cost Increase

Show. (1) specific, extraordinary revenue losses, but not as the aggregate of many revenues line items, and (2) specific, extraordinary increases in appropriations, but not as the aggregate of many appropriation line items. Describe the item in the cell below each entry. If applicable, indicate in the description of the extraordinary expenditure increase if the increase resulted from a policy decision made by the municipality (i e., a back-loaded debt service schedule, deferred payment, costs associated with additional hires, etc)			
Revenue or Appropriation	2024 Value	2025 Value	Amount of Loss/Increase
Description:			
Description:			
<i>All other revenues were anticipated</i>			
Description:			
The two non-union employees who receive health will contribute \$9K based upon Chapter 78	\$0 (based upon the increase in FY25, the employees paid)	\$9,000	\$9,000
Description:			
Description:			
Description:			
Description:			
Description:			

C. Actions to Reduce Future Need for Aid

Detail the steps the municipality is taking to reduce the need for future aid. Include details about shared services and consolidation, long-term cost-cutting and enhanced revenue plans, the impact of new development, the potential for grants to offset costs, and estimated short and long-term annual savings

These steps should demonstrate initiatives taken to bring structural balance to the municipality's finances and shall include, but are not limited to, the following:

- Efforts to bring economic development to the municipality, and
- A plan to constrain or reduce staffing costs through collective negotiation, attrition, consolidation, restructuring, or other personnel actions; and
- A plan to eliminate, reduce, or constrain the costs of non-essential services and activities; and
- A plan to maximize recurring revenues, including, as appropriate, updating fees, fines, and penalties; maximizing enforcement of delinquencies, and selling surplus land and property, and
- A plan to address findings contained in various audits, investigations, and reports with respect to the municipality, including municipal audits, applicable State Comptroller and State Auditor reports and audits, federal program audits, and other audits as identified by the Director.

Use additional pages if necessary

- The Borough is seeking State funds to develop a new Master Plan; concentrating on the economic development requirements
- No police promotions until steps are negotiated, currently promotions can range from a lump increase of \$12K to \$18K
- Left SHBP to Central Jersey HIF to mitigate future cost increases
- Discussion with neighboring municipalities for shared services

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D. Discussion of Health Benefits

Please provide details on the municipality's current medical, prescription, and other health benefits plans (SHBP, HIF, self-insured, etc.) and all research undertaken to confirm they are the most cost-effective options. Additionally, if applicable, list all brokers (primary broker or risk manager, all co-brokers, and sub-brokers) together with their compensation for the current and prior two fiscal years. Compensation must be disclosed in this section, whether provided directly by the municipality or as a commission from the insurance provider. It is the municipality's right and obligation to determine whether the broker is compensated with a commission. If commissions are being earned, provide both how the commission is calculated (percentage of premium or self-insurance) and the actual dollar value of the commission paid each year.

The Borough is leaving the SHBP for the Central Jersey HIF in April 2026. At this point in time, there is no commission.

VI. Historical Fiscal Statistics

Item	2024	2025	Introduced Application Year
A. Property Tax/Budget Information			
Municipal tax rate	\$2 169	\$2 402	\$ unknown
Municipal Purposes tax levy	\$5,242,052.81	\$5,818,632 79	\$
Municipal Open Space tax levy	\$0	\$0	\$
Total general appropriations	\$9,844,740 (audit page 20)	\$9,481,616	\$

B. Cash Status Information			
% Of current taxes collected	%	98.23%	%
% Used in the computation of reserve	%	98.23%	%
Reserve for uncollected taxes	\$278,674	\$278,674	\$
Total year-end cash surplus	\$724,401	\$Not calculated yet	
Total non-cash surplus	\$	\$Not calculated yet	
Year-end deferred charges	\$102,000	\$Not calculated yet	

C. Assessment Data			
Assessed value (as of January 10)	See below	for all information	\$
Average residential assessment	\$	\$	\$
Number of tax appeals granted	0	0	
Amount budgeted for tax appeals	\$ 0	\$ 0	\$
Refunding bonds for tax appeals	\$ 0	\$ 0	\$

2026
Assessed value. 242,339,600
Residential Assessed Value: 202,198,700
Total Residential: 1,607
Avg Residential: 125,823

2025
Assessed value 241,355,300
Residential Assessed Value 201,501,300
Total Residential: 1,609
Avg Residential: 125,233

2024
Assessed value: 240,591,300
Residential Assessed Value: 200,357,700
Total Residential. 1,608
Avg Residential: 124,600

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D. Staffing Levels

Total Number of Sworn Police -	20	20	17 (vacancy in 2 patrol and one Captain)
Total S&W Expenditures	\$	\$	\$
Class 2 and Class 3 Officers	2	2	0
Total S&W Expenditures	NA	NA (charged to SW line)	NA
Uniformed Fire – Staff Number	NA	Fire District	
Total S&W Expenditures	\$	\$	\$
Number of Other Full-time Employees	12	12	11 (vacancy in Public Works Laborer)
Total S&W Expenditures	\$	\$	\$
Number of Other Part-time Employees	3	3	3
Total S&W Expenditures	\$60K	\$60K	\$60K

E. Impact of Proposed Tax Levy

			Amount
Current Year Taxable Value			
Introduced Tax Levy			
Proposed Municipal Tax Rate		Average res Value: \$125,823	
Current Year Taxes on average residential value			
Prior Year Taxes on average residential value			
Proposed increase in average residential taxes			
The FY26 budget is not complete. See above for average residential tax			

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VII. Application Year Budget Information

A. Year of latest revaluation/reassessment

1 Most current equalized ratio

Unknown – will be completed
after tax map updated

Approximately 30%

B. Proposed Budget – Appropriation Cap Information

1 Was an appropriation cap index rate ordinance adopted last year?

If YES: % that was used

	Yes	No
1 Was an appropriation cap index rate ordinance adopted last year?	X	
If YES: % that was used	3.5%	
2. Amount of appropriation cap bank available going into this year	\$ALL	
3. Is the Application Year budget at (appropriation) cap?		
If NO, amount of remaining balance	\$	
4. Does the Application Year anticipate the use of a waiver to exceed the appropriation cap?		
If YES, the amount	\$	

2. Amount of appropriation cap bank available going into this year

3. Is the Application Year budget at (appropriation) cap?

If NO, amount of remaining balance

4. Does the Application Year anticipate the use of a waiver to exceed the appropriation cap?

If YES, the amount

C. List the five largest item appropriation increases.

Appropriation	Prior Year Actual	Application Year Proposed	\$ Amount of Increase
Health	\$1 million (rounded)	\$1,637,620	\$637,620
General Insurance (increase due to market, not claims)	\$250K	\$285K	\$35K

D. List all new property tax-funded full-time positions planned in the Application Year.

Department/Agency	Position	Number	Dollar Amount
NONE			

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E. Display projected tax levies, local revenues (not grants), anticipated (gradually reduced) Transitional Aid, total salary and wages, and total other expenses projected for the three post-application years.

	Tax Levy	Local Revenues	Transitional Aid	Total S&W	Total OE
First year		600,000	\$510,000		
Second year		600,000	\$433,500		
Third year		600,000	\$368,475		

VIII. Financial Practices

A. Expenditure controls and practices

Question	Yes	No
1. Is an encumbrance system used for the current fund?	X	
2. Is an encumbrance system used for other funds?	X	
3. Is a general ledger maintained for the current fund?	X	
4. Is a general ledger maintained for other funds?	X	
5. Are financial activities largely automated? If so, please identify the system being used.	X	
6. Does the municipality operate a public assistance program?		x
7. Are expenditures controlled centrally (Yes) or de-centrally by dept (No)?	X	
8. At any point during the year, are expenditures routinely frozen?	X	
9. Has the municipality adopted a cash management plan?		
10. Have all negative findings in the prior year's audit report been corrected?	X	
If not, be prepared to discuss why not in your application meeting		

B. Risk Management: Indicate ("x") how each type of risk is insured.

Coverage	JIF/HIF	Self	Commercial
General Liability	X		
Vehicle/Fleet Liability	X		
Workers Compensation	X		
Property Coverage	X		
Public Official Liability	X		
Employment Practices Liability	X		
Environmental	X		
Health Benefits	SHBP Central Jersey HIF April 1, 2026		

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C. 1. Salary and employee contract information

When more than one bargaining unit for each category, use the average.

Question	Police	Fire	Other Contract	Non-Contract
Year of last salary increase		NA		
Average total cost percentage increase	%	%	%	%
Last contract settlement date				
Contract expiration date				

Police contract. 3 0% increase in 2026

Dispatch contract. 3 0% increase in 2026

Public Work contract expired in December 31, 2025 and no rate for FY26 has been set

Chief of Police contract realizes a savings of approximately \$45,000 as Chief retired and new Chief effective 01/01/26

Captain of Police is vacant, saving will be realized as previous Captain had a salary of higher than new Chief

Non-union/non-contract employees received 2% in FY25, anticipated same increase in FY26 draft budget

Administrator contract sunset 12/31/24 No raise in FY25, anticipated same increase in FY26 draft budget

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2. Explain, if any, actions that have been taken/are under consideration for the Application Year.

Action	Police	Fire	Other Contract	Non-Contract
Furloughs (describe below)				None to be taken
Wage Freezes (describe below)				
The Administrator did not receive a raise upon the sunset of contract in FY25; anticipated same in FY26.				
Layoffs (describe below)				
None anticipated				

D. Tax Enforcement Practices

Question	Yes	No
1. Did the municipality complete its accelerated tax sale by December 31, if included in the 2026 budget? If not, please include a letter from the tax collector explaining why he/she failed to complete the sale in a timely manner and what the impacts were on cash flow and lost investment earnings		No reason to conduct accelerated
2. When was the last foreclosure action taken or tax assignment sale held? Date.	17-0007 was assigned 05/21/2025 by resolution	
3. On what dates were tax delinquency notices sent out in 2025? Date	2/18/25, 5/22/25, 8/14/25 & 12/4/25 (grace period extend due to late mailing)	
4. Date of last tax sale? Date	10/24/25	

E. Specialized Service Delivery

If the answer to either question is "Yes," provide (as an appendix) a cost justification for maintaining the service without changes.

Service	Yes	No
Sworn police or firefighters are used to handle emergency service call-taking and dispatch (in lieu of civilians)	X	
The municipality provides rear-yard solid waste collection through the budget.		X

F. Other Financial Practices

1. Amount of interest on investment earned in:

2024	\$ \$92K	2025	\$ \$89K	Anticipated Application Year:	\$ 75K (already seen interest rate drop from 12/25 to 01/26)
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2 List the instruments in which idle funds are invested

Provident Bank	

3. What was the average return on investments during 2025?

3.0%

4. The name and firm of the municipality's auditor?

Brian Ko, Nisivoccia

5. When was the last time the municipality changed auditors?

2026 (Nisivoccia replacing HFA)

G. Status of Collective Negotiation (Labor) Agreements. List each labor agreement by employee group, contract expiration date, and the status of negotiations of expired contracts

Employee Group	Expiration Date	Status of Negotiations of Expired Agreement
Public Works	12/31/25	None- union wants to wait until budget is done
PBA	12/31/26	
Dispatch	12/31/27	

H. Tax Abatements. Please provide a detailed discussion of any short-term or long-term tax abatements that are currently in place or are currently being negotiated, including the following information:

The Borough has two 50 year abatements pre-dating State LTTE adopted, these abatement authorized in 1979.

Project Name/Property	Type of Project	2025 PILOT Billing	2025 Assessed Value	2025 Taxes If Billed in Full at 2024 Total Tax Rate	Term of Tax Abatement

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C. Evaluate existing local revenues as to whether the rates or collections can be increased or imposed, and if so, how changes will be implemented.

Local Revenues and services provided through the General/Current Fund	Check if services are provided	Are fees charged to cover the costs of the program?	If fees do not cover costs, what is the subsidy amount?	If there is a subsidy, explain why fees cannot be increased to reduce or eliminate the subsidy.
Recreation Programs				
Sewer Fees	x			Rate study in 2026
Water Fees				
Swimming Pool				
Uniform Construction Code				
Uniform Fire Code				
Land Use Fees	x	X (Escrow)		
Parking Fees				
Beach Fees				
Insert other local fees below.				
Land Use Escrow Fees for In-House Staff				
Land Use Escrow Fees for Independent Contractors				

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X. Service Delivery

List all services the municipality contracts to another organization, i.e., shared services with another government agency, including formal and informal shared services, memberships in cooperative purchasing programs, and private (commercial) or non-profit organizations.

Type of Service	Name of Contracted Entity	Estimated Amount of Contract	Estimated Savings	Year Last Negotiated (as applicable)
Note: This has not changed since the September 2025 application				

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XI. Impact of Limited or No Aid Award

Describe (in detail) the impact of not being granted aid for the current fiscal year. Essential service needs should be given priority. List the appropriate category of impact if the aid is not received. Rank each item from both lists as to the order in which elimination will take place. If across-the-board cuts will be made, indicate under service. **For rank order purposes, consider the two sections as one list. The cuts outlined here are ones the municipality will make without a grant of aid.**

Rank Order	Department/ Division	# Of Layoffs	Effective Date	2024 Full-Time Staffing	2025 Full-Time Staffing	\$ Amount to be Saved

If services will be reduced, describe the service, impact, and associated cost savings

Rank Order	Service	Cost Savings	Impact on Services

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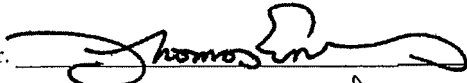
XII. Agreement to Improve Financial Position of Municipality

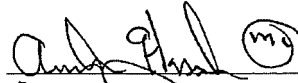
If aid is granted, the municipality will be required to submit to certain reporting conditions and oversight as authorized by law, and a new MOU will need to be signed. Please mark each box below indicating that the applicant understands and agrees to comply with these broad reporting and oversight provisions

	Yes	No
1. Allow the Director of DLGS to assign management, financial, and operational specialists to assess your municipal operations	x	
2. Implement actions directed by the Director to address the findings of DLGS staff	x	
3. Enter into a new MOU and comply with all its provisions without exception.	x	

XIII. Certification of Past Compliance for Municipalities Currently Operating Under a TA MOU

The undersigned certifies that the municipality is in substantial compliance with the conditions and requirements of the 2025 MOU and is operating in good faith to correct those areas of noncompliance that have been identified

Mayor.  Date: 2/25/26

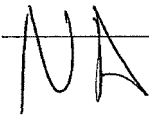
Chief Financial Officer  Date: 02/25/26

Chief Administrative Officer.  Date: 02/25/26

XIV. CAMPS Certification

(County and Municipal Personnel System - Civil Service municipalities only)

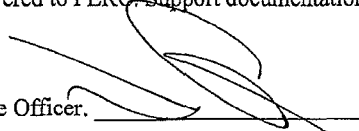
For Civil Service municipalities, the undersigned, being knowledgeable thereof, hereby certify that the municipality has listed the names of all current civil service employees in NJ "CAMPS."

Human Resources or Personnel Director  Date: _____

Chief Administrative Officer _____ Date: _____

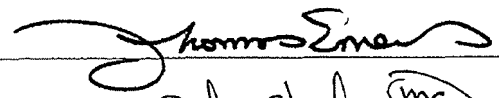
XV. Public Employment Relations Commission (PERC) Certification

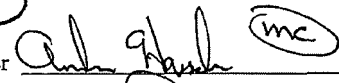
The undersigned certifies that copies of all active collective negotiations' agreements and the cost-out of each have been delivered to PERC. Support documentation regarding the method of cost out must also be provided.

Chief Administrative Officer.  Date: 02/25/26

XV. CERTIFICATION OF APPLICATION FOR TRANSITIONAL AID

The undersigned acknowledges that the municipality must comply with the foregoing requirements to receive Transitional Aid. In addition, included with this application is a copy (printed or electronic) of the budget documentation supporting the budget calculation that was provided to the governing body.

Mayor.  Date: 2/25/26

Chief Financial Officer  Date: 02/25/26

Chief Administrative Officer  Date: 02/25/26