

To: [Julia Manolas](#); [Daniel Francisco](#)
Cc: [RUUTED TEAM](#)
Subject: RE: Ruuted Clean-up Follow-up
Date: Monday, April 6, 2026 9:03:31 AM
Attachments: [image001.png](#)
[Organization Hold Harmless.pdf](#)

Good afternoon. I hope everyone has a wonderful weekend. It was great to meet you. Thank you for your interest in making Englishtown more visitor friendly. Please note that requirements vary depending on the type of activity you are seeking to undertake:

- **Community Garden:** Establishing a community garden on Borough property would require adoption of an ordinance, engineering approval, insurance coverage, and execution of a lease agreement.
- **Community Cleanup Event:** If you are interested in organizing a community cleanup at a Borough park or property, you will need to provide a proposed date, location, and time of day. I would then have a resolution presented to the Borough Governing Body for approval. This type of event also requires a hold harmless agreement and a certificate of insurance in the amount of \$500,000, naming the Borough as an additional insured for the day of the event.

Please also be advised that permanent signage is not permitted unless authorized by ordinance. Additionally, no permanent installations or signage are allowed on designated open space/Green Acres properties, which is Sanford Park and the lake area.

Kindly advise as to which option you are interested in pursuing so we may guide you through the appropriate process.

Kim Humphrey, BA
Borough of Englishtown

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From: Julia Manolas <[@](#)>
Sent: Wednesday, March 25, 2026 4:28 PM
To: Daniel Francisco <[@](#)>
Cc: Kim Humphrey <[@](#)>; RUUTED TEAM <[@](#)>
Subject: Re: Ruuted Clean-up Follow-up

Great! We are connecting and will get back to you.

Best,



JULIA MANOLAS
SALES REPRESENTATIVE
C +1 (908) 420-4224
O +1 (856) 543-4410
julia@greenlightningcannabis.com
1503 TAYLORS LANE
CINNAMINSON, NJ, 08077
GREENLIGHTNINGCANNABIS.COM

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From: Daniel Francisco <[\[redacted\]](#)>
Sent: Wednesday, March 25, 2026 11:17 AM
To: Julia Manolas <[\[redacted\]](#)>
Cc: Kim Humphrey <[\[redacted\]](#)>; RUUTED TEAM <[\[redacted\]](#)>
Subject: Re: Ruuted Clean-up Follow-up

Sure, let us know the dates you'd like to pitch while Kim gets us the answers you were looking for

Very much looking forward to working together on this

On Mar 25, 2026, at 8:45 AM, Julia Manolas
<[\[redacted\]](#)> wrote:

Hi Kim and Dan,

I hope all is well! Happy Wednesday. Looks like tomorrow we might catch some amazing weather.

With the weather warming up, we are getting antsy to plan our community clean up! I believe we were waiting on some legal information from Kim; I'm wondering if you were ever able to get ahold of that information. Keep us posted - we are so excited to get something on the books!

I believe we needed to provide you with a date/time for the event as well. Do you need that information before we move forward? Let me know!

Best,

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