

Minutes of the Regular Meeting of the Township Committee of the Township of Hillsborough, in the County of Somerset, State of New Jersey, held in the Municipal Complex at 7:30 p.m. on the above date.

Upon call of the roll, the following Committee members were recorded present: Committeewoman McCauley, Committeeman Carl Suraci, Committeeman Frank DelCore, Deputy Mayor Greg Burchette and Mayor Doug Tomson. Also, in attendance were Township Clerk Pamela Borek, Township Administrator Anthony Ferrera and Township Attorney William Willard.

SALUTE TO THE FLAG

Following roll call, Mayor Tomson advised that in accordance with Section 5 of the Open Public Meetings Act, Chapter 231, of the Public Laws of 1975, that notice of this meeting was made by the posting on the bulletin board at the Hillsborough Township Municipal Complex and notifying the officially designated newspapers that this meeting would take place at the Hillsborough Township Municipal Complex at 7:30 p.m. on February 10, 2015.

Mayor Tomson announced that a special guest was in attendance for the meeting; he then invited the N. J. Devil to come forward along with the rest of the committee for a photo.

Mayor Tomson further reported that Hillsborough Township will be honored at the March 8th NJ Devils game as part of their My Town Series. He reported that he will be the honorary Captain for the game. Purple Heart recipient, Vietnam Veteran Ted Dima will be the military hometown hero featured at the game.

Mayor Tomson thanked NJ Devils for allowing their mascot to attend the meeting and reminded residents that tickets are still available for the game.

APPROVAL OF MINUTES

- *Approval of the January 13, 2015 Regular Meeting Minutes*
 - Upon motion by Committeeman DelCore, seconded by Deputy Mayor Burchette, the minutes of the January 13, 2015 Regular Meeting were approved upon the call of the roll. Abstain – Committeewoman McCauley

- *Approval of the January 27, 2015 Regular Meeting Minutes*
 - Upon motion by Deputy Mayor Burchette, seconded by Committeeman Suraci, the minutes of the January 27, 2015 Regular Meeting were approved upon the call of the roll. Abstain – Committeeman DelCore

REPORTS FROM COMMITTEE LIAISONS, AND RECEIPT OR REPORTS, PETITIONS OR COMMUNICATIONS

Committeeman DelCore

Committeeman DelCore stated that The 10th Annual Art Show sponsored by the Hillsborough Cultural Arts Commission will be held on Friday, February 20th from 7pm-9pm and the award ceremony will be at 7pm.

Committeeman DelCore congratulated the Hillsborough Rockettes and Rocket – on coming in second place at the Hillsborough's Got Talent Show last month.

Committeeman DelCore reminded residents to be responsible dog owners and license your dog. The last day to license your dog is March 2nd to avoid being charged a late fee.

Committeeman DelCore further stated that in New Jersey, dogs must be licensed annually, once they reach 7 months of age. In order to license your dog, you must have a rabies vaccine that is current for at least 10 months of the licensing year- through October 31, 2015. This is to prevent the mistake of forgetting to update rabies shots before the year end. Please contact the Finance Office for your Dog License or you can also renew online on the Township website, under eGov and go to online payments and dog license.

Committeeman DelCore announced some recreation events from the Parks and Recreation department including

- Run Around the Park: The second annual Run Around the Park 5K will be held on Sunday, April 19th at Ann Van Middlesworth Park at 9:30am.
- Girls Softball Leagues: Registration is open for Girls Softball Leagues. Girls in kindergarten through 12th grade are eligible. Practices begin March 30. Games begin in mid-April and continue through mid-June. The registration deadline is March 2.
- Spring Soccer Leagues: Registration is open for Spring Soccer Leagues. Boys and girls in age 3 through 12th grades are eligible. The season will begin on April 11. The registration deadline is March 9.

More information for all programs, leagues, and events is available on the Parks & Recreation website.

Committeewoman McCauley

Committeewoman McCauley announced that the Hillsborough Board of Fire Commissioners will hold their annual election on February 21, 2015, from 2pm until 9pm in Conference room A. This year two commissioners will be elected to serve a three year term each. All registered voters are able to participate in this election.

Committeewoman McCauley also stated that the Hillsborough Branch of the Library will have a Featured Program entitled "Beyond the Call": Meet the Author - Thursday, Monday, February 23 @ 7pm in Program Room B.

Committeewoman McCauley stated that the Community Emergency Response Team (CERT) Program educates people about disaster preparedness for hazards that may impact their area and trains them in

basic disaster-response skills. Somerset County will be offering CERT classes beginning March 26th and October 8th. The Somerset County contact for anyone interested in volunteering for a local CERT is county Emergency Management Director Douglas J. Vornlocker at (908) 725-5070 or Vornlocker@co.somerset.nj.us

Committeeman Suraci

Committeeman Suraci gave a reminder that grant applications are currently being accepted through the Credit Card Advisory Committee. Grant applications can be found on the Township website at www.hillsborough-nj.org or copies are available at the Municipal Clerk / Administration Office. Completed applications are to be returned by February 27, 2015.

Committeeman Suraci announced that the Hillsborough Credit Card Reward program is a great resource for our local organizations that qualify to obtain funding without any expense to our Hillsborough Taxpayers. Fully funded through our Hillsborough Rewards Visa card and at no expense to our taxpayers! This is a great opportunity to give back to the community.

Deputy Mayor Burchette

Deputy Mayor Burchette stated that the Shop Hillsborough Program is continuing to grow and there are currently 77 local businesses registered. For the most up to date list of participating businesses, please visit propertytaxcard.com and put in the Hillsborough zip code and you can access the participant list and their specific offers.

If you have not done so already, be sure to register your card so you can start earning your rewards.

Deputy Mayor Burchette reminded residents that the Shop Hillsborough credits to the tax account will be posted in the 3rd quarter 2015 tax bills.

Mayor Tomson

Mayor Tomson stated that the Township received a new bus for the Senior Transportation program. He was joined on Friday by Deputy Mayor Burchette, Committeeman DelCore and Committeewoman McCauley to see the new bus which is replacing a 15 year old bus with over 188,000 miles on it.

Mayor Tomson stated that the Hillsborough Senior Transportation Program assists seniors by providing the necessary transportation to and from doctor appointments, grocery shopping, hair appointments, banking, post office and other minor trips around town in addition to weekly exercise and monthly senior meetings.

Mayor Tomson reminded everyone that the deadline for submission for the Louis Bay 2nd Future Municipal Leaders Scholarship Competition is March 10th.

PRESENTATIONS

- *Recognition of Hillsborough Businesses / Organizations that have served the citizens of Hillsborough Township in excess of 25 years – (The Grooming Rig)*

Mayor Tomson invited up the Grooming Rig for their business recognition.

PROCLAMATIONS / APPOINTMENTS

- *Proclamation honoring the 2014 Hillsborough High School Football Team*

WHEREAS, the 2014 Hillsborough High School Varsity Football Team had a very successful season because of their hard work and dedication; and

WHEREAS, the 2014 Hillsborough High School Varsity Football Team was comprised of the following young athletes: Brandon Quiros, Ed Trimpert, Michael Di Alfonso, Al Fisher, Dillon Zimmerman, Kyle Kauffman, Zach Williams, Jared Senerchia, Mike Everett, Dan Stoddard, Isaac Reaves, Scot Levonaitis, Kevin Jackson, Chris Ciccone, Joe Schultz, Luke Jansen, Ryan Melillo, Joseph Versaci, Rohan Patel, Kierre Mayer, Jordan Foust, Brandon Van Doren, Ben Versaci, Kent Hilden, Cory Lurski, Matt Hendrix, Nick Pezza, Frank McCarter, John Tammara, Gregory Alboum, Sam Radowitz, Joshua McDevitt, Matthew Doring, Joe Paolillo, Andres Hernandez, Paul Michinard, Victor Delrio, Jeremy Workman, Joshua Brown, Alex Stollery, Matt Matson, Jakob Harmon, Robert Toth, Hayden Panagos, Nick Coira, John McDonald, Brandon Nitschke, Kyle Bergen, Tyler Sanfillippo, Omar Sultan, Mike Surace, Mahesh Indraganti, Connor Stack, Nick Fodera, Andrew Cowan, Ben Pasternak, Christian Graverson, Colin Purdy, Evan Dunigan, Karnik Patel, Kyle Richardson, Jacob Lubas, Rowen Mayes, Matthew Pellicane, Brandon Moore, Jack Fenimore, Jake Pollak, Zach Eilbacher, Connor Genes, Andrew Patrizio, John Figarola, Cohen Jason, Alex Trani, Kolli Rajeev, Saddiq Adkins, Deandre Curtis and Jackson Parham, who helped the team reach exceptional achievements; and

WHEREAS, the Hillsborough High School Varsity Football Team was led by Coach Kevin Carty and Assistant Coaches Sean Carty, Don Adams, Brandon Wiater, Tom Sharples, Jonathan Muraview, Rocco Mazzagatti, Kevin Carty, Sr., Bob Zwirko, John Vitale and Dan Clements; and

WHEREAS, the Hillsborough High School Varsity Football Team finished the season with an overall record of 9 wins and 2 losses, won the title of Mid-State 38 Delaware Division Champions, was a Sectional Semifinalist in Playoffs and was named #1 in the Courier News All Area Football Top 10 Rankings.

NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and the Township Committee of Township of Hillsborough, do hereby commend all of the members of the 2014 Hillsborough High School Varsity Football Team, not only for the awards and championships they have won, but also for their unwavering teamwork, dedication and sportsmanship throughout the season.

BE IT FURTHER PROCLAIMED that we, the Mayor and the Township Committee of the Township of Hillsborough, further commend the 2014 Hillsborough High School Varsity Football for the honor that they have brought to themselves, their team and our community through their many achievements.

- *Proclamation honoring the Women's Club of Hillsborough celebrating their 50th Anniversary*

WHEREAS, the Hillsborough Woman's Club was organized on February 15, 1965 and are part of the New Jersey State Federation of Women's clubs, the largest volunteer women's service organization in the state and a member of the General Federation of Women's Clubs; and

WHEREAS, the Hillsborough Woman's Club has contributed to the community in many ways through their fundraising and philanthropic work; and

WHEREAS, the Hillsborough Woman's Club meets in the Hillsborough Municipal Building on the second Tuesday of the month from September to May at 7:30 PM and welcomes new members to join them; and

WHEREAS the Hillsborough Woman's Club started the public library in 1966, originally housed in what is now Bottle King, and since that time have donated many books on women's history and other resource materials to our Township Library; and

WHEREAS, the Woman's club has provided monetary support to families that have extraordinary medical bills, or have faced catastrophic tragedies. After Hurricanes Gloria, Floyd, and Sandy, the Hillsborough Woman's Club provided various supplies to flood victims in Hillsborough Township and neighboring Manville; and

WHEREAS, the club provides support to the Social Services Department with donations throughout the year, and over the years the Hillsborough Woman's Club has provided clothing, toiletries, blankets, baby clothes, and diapers to women and their children who are victims of domestic violence. They also have knitted and crocheted hats for cancer patients; and

WHEREAS, each year the Hillsborough Woman's Club holds a Basket Auction to raise money for scholarships for students from Hillsborough High School and Immaculata, and for the other various organizations such as The Hillsborough Rescue Squad, Rolling Hills Girl Scouts, Boy Scouts, 4H, NAMI, Autism Speaks, Habitat for Humanity and Susan G. Komen.

NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and the Township Committee of the Township of Hillsborough, do hereby commend all of the members of the Hillsborough Woman's Club, for their service to our community.

BE IT FURTHER PROCLAIMED that we, the Mayor and the Township Committee of the Township of Hillsborough, hereby recognize the 50th Anniversary of the Hillsborough Woman's Club.

Assemblyman Jack Ciattarelli and Assemblywoman Donna Simon also presented a citation to the Women's Club in honor of their anniversary.

- Proclamation honoring Sergeant Karen Hoelzel

WHEREAS, Karen Hoelzel, a dedicated member of the Hillsborough Township Police Department for nineteen years, retired on February 1, 2015; and

WHEREAS, on August 15, 1995, Sergeant Hoelzel began her career as a Police Officer for the Hillsborough Township Police Department; and

WHEREAS, on December 21, 1995, Sergeant Hoelzel graduated from the Police Academy and was appointed as a Police Officer; and

WHEREAS, Sergeant Hoelzel was assigned to the Patrol Division until July 1, 1997; she was then reassigned to the Services Division, Training Community Police Unit until January 31, 1999; and

WHEREAS, in July 2005, Sergeant Hoelzel was appointed Corporal in the Investigative Division, Juvenile Bureau and on January 2010, she was appointed Sergeant and remained in this position until her retirement; and

WHEREAS, Sergeant Hoelzel has received many letters of appreciation from citizens and commendations from the Department recognizing her for her excellent work and dedication to helping others; and

WHEREAS, Sergeant Hoelzel was awarded the "Police Officer of the Year" by the NJ Women in Law Enforcement and received a Command Citation for a job well done in a homicide case; and

WHEREAS, Sergeant Hoelzel has served the Township of Hillsborough and its' residents with passion and selflessness; and

WHEREAS, the knowledge, understanding and judgment that Sergeant Hoelzel brought to the Township is a reflection of her dedicated service.

NOW, THEREFORE, BE IT PROCLAIMED, that we, the Mayor and the Township Committee of the Township of Hillsborough hereby express our gratitude for all the hard work Sergeant Hoelzel has done for the Township of Hillsborough and the community.

BE IT FURTHER PROCLAIMED, that we, the Mayor and Township Committee of the Township of Hillsborough, along with her numerous co-workers, and the citizens of Hillsborough Township thank Sergeant Karen Hoelzel for her valuable contributions and dedication to Hillsborough Township.

With the consent of his colleagues Mayor Tomson moved on Consideration #8

8. RESOLUTION SUPPORTING, RECOGNIZING AND HONORING THE SERVICE OF LAW ENFORCEMENT OFFICERS

WHEREAS, recent events throughout our nation have unfortunately demonstrated a reckless disregard for the lives and safety of law enforcement officers by many, including some public officials, who have cavalierly aligned themselves with career criminals and agitators who seek to divide our nation; and

WHEREAS, even worse, much of the news media along with certain public officials and other public figures have perpetuated false narratives that have made law enforcement officers the direct targets of reprisals that have resulted in the assassination of a number of law enforcement officers throughout the country in recent weeks; and

WHEREAS, from combating terror and staking out criminals to patrolling our highways, law enforcement officers maintain stability in our communities, resulting in a more secure nation; and

WHEREAS, law enforcement officers in this state and throughout the nation are routinely called upon to serve and protect their fellow citizens by responding to horrendous events and acting heroically to save the lives of others; and

WHEREAS, it is incumbent upon public officials and the law abiding public to proactively support our law enforcement officers who regularly face threats of violence and danger, and routinely put their lives in jeopardy to defend others, potentially resulting in injury, disability, or even death to keep our neighborhoods safe, enforce the rule of law protect our property, and to respond in times of crisis.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that they declare their support and solidarity with the men and women who serve as law enforcement officers for their distinctive service and dedicated efforts, earning our highest respect and deepest gratitude, which must be recognized and honored for their selfless and heroic service and invaluable contributions to upholding justice, enforcing the rule of law, and protecting the innocent in Hillsborough, the State of New Jersey and in this nation.

Mayor Tomson stated that here in Hillsborough, we support our men and women who serve as law enforcement officers for their distinctive service and dedicated efforts, earning our highest respect and deepest gratitude. We thank you all for your service to our Community.

Upon motion by Deputy Mayor Burchette, seconded by Committeeman DelCore, the aforesaid resolution was unanimously approved upon call of the roll.

NEW BUSINESS

- *None*

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

- *None*

PUBLIC HEARINGS

- *Comcast of Central New Jersey II, LLC – Application for Renewal of Municipal Consent*

Mayor Tomson announced that at this time we will conduct the public hearing on the Comcast of Central New Jersey Application for Renewal of Municipal Consent. Said hearing was duly advertised in accordance with the law. The purpose of this hearing is to take comments Township residents regarding the application submitted by Comcast for the renewal of municipal consent to operate its cable franchise within the Township.

Mayor Tomson called upon Mr. Rob Clifton of Comcast of Central New Jersey to make a presentation regarding the Application for Renewal of Municipal Consent.

Thank you Mr. Clifton, now we will open the hearing for comments from the public. Please be advised that you have 5 minutes and state your name and addresses clearly for the record.

Albert Wund who resides on 19 McIntire Drive commented on programming and content issues.

Raymond Kolvites residing on 690 Township Line Road reiterated Mr. Wund's comments and talked about poor customer service, being charged for wrong equipment.

Unidentified Name residing at 114 Robin Road, Apartment 216 commented on bad customer service, technicians never showing up for appointments, asked why there aren't other cable alternatives.

Art Goldsworthy residing at 27 Thorton Street commented on poor customer service, being charged extra equipment, asked why there aren't other cable alternatives.

Howard Greenberg residing at 904 Merrit Drive talked about pricing and having to buy the Triple Play when he didn't want it, re-negotiating the contract every year for fear of being charged a more expensive rate.

Jane Kubilus residing at 160 Schilke Lane commented on poor customer service and technicians not showing up.

Keith Marley residing at 61 Beechwood Circle talked about customer service.

Mayor Tomson concluded the public hearing and thanked the residents in attendance and Mr. Clifton of Comcast.

2015-01 AN ORDINANCE TO AMEND AN ORDINANCE ENTITLED "SALARY RANGE ORDINANCE" SETTING FOR THE SALARY RANGES FOR THE CLASSIFICATIONS SET FORTH IN SAID ORDINANCE

BE IT ORDAINED, by the Township Committee of the Township of Hillsborough in the County of Somerset, State of New Jersey as follows:

Section 1: That the Salary range ordinance, shall be amended as follows:

<u>CLASSIFICATION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
Administrators Office		
Committeepersons	3,500	4,500
Township Administrator	50,000	142,000
IT Systems Administrator	41,000	95,000
IT Part-Time Assistant	\$15.00/Hr.	\$28.00/Hr.
Assistant to the Administrator	35,000	65,000
Secretary to Administrator	32,000	65,000
Secretary/ Clerk Part-Time	\$12.00/Hr.	\$22.00/Hr.
Business Advocate	15,000	60,000
<u>Building Department</u>		
Director Building Department	48,000	125,000
Construction Official	48,000	125,000
Building Sub Code Official	47,008	99,793
Fire Sub Code Official	43,576	92,479
Assistant Sub Code Official	43,576	92,479
Plumbing Sub Code Official	43,576	92,479
Electric Sub Code Official	43,576	92,479
Building Inspector	40,622	86,232
Electrical Inspector	40,622	86,232
Fire Inspector	40,622	86,232
Plumbing Inspector	40,622	86,232
Technical Assistant	32,323	65,058
Part-Time Inspector	\$25.00/Hr.	\$40.00/Hr.
Part-Time Technical Assistant	\$12.00/Hr.	\$22.00/Hr.
<u>Municipal Court</u>		
Court Administrator	45,000	95,000
Deputy Court Administrator	32,323	65,058
Violations Clerk	32,323	65,058
Municipal Judge	15,000	65,000
Public Defender	1,000	18,000
<u>Township Clerk</u>		
Township Clerk	20,000	105,000
Deputy Clerk	20,000	65,000
Asst. to Municipal Clerk	35,000	65,000
Part-Time Receptionist	\$12.00/Hr.	\$22.00/Hr.
<u>Engineering Department</u>		
Township Engineer	10,000	125,000

Assistant Engineer/Survey	47,008	99,793
Assistant Engineer	47,008	99,793
Assistant to Township Engineer	43,576	92,479
Sr. Engineering Aide/Inspector	43,576	92,479
Engineering Aide	40,622	86,232
Secretary/Clerk	32,323	65,058

Health Department

Health Officer	47,000	130,000
Deputy Health Officer	45,000	95,000
Registered Environmental Health Specialist	40,622	86,232
Environmental Health Aid	32,323	65,058
Secretary/Clerk	32,323	65,058
Millstone Health Liaison	2,000	6,000
Recycling Coordinator	2,000	6,000
Assistant Recycling Coordinator	1,000	5,000
Registrar	1,000	4,000

Police Department

Police Chief	125,000	175,000
Police Captain	120,000	165,000
Police Lieutenant	115,000	155,000
Police Sergeant	114,006	126,017
Police Corporal	106,881	114,561
Police Officer	40,293	109,106
IT Manager	40,000	105,000
Police Chief Secretary	32,500	66,000
Civilian Police Specialist	32,323	65,058
Secretary/Clerk	32,323	65,058
Dispatcher	40,196	56,078
Municipal Prosecutor	10,000	60,000
Special Officers	\$12.00/Hr.	\$28.00/Hr.
Crossing Guards	\$10.00/Hr.	\$22.00/Hr.

Public Works Department

Director Public Works	47,000	125,000
Supervisor of Public Works	45,000	95,000
Assistant Supervisor of Public Works	38,000	75,000
Equipment Operator/Mechanic/Journeyman	52,266	60,678
Public Works Worker 1-4	30,015	52,122
Secretary/Clerk	32,323	65,058

Tax Assessor Department

Tax Assessor	47,000	105,000
Deputy Assessor	45,000	95,000
Deputy Assessor-Commercial-Part-time	15,000	27,750
Assistant Tax Assessor	38,000	75,000
Assessment Clerk/Field Representative	40,622	86,232
Secretary/Clerk	32,323	65,058

Tax Collection/Treasurer Department

CFO/Treasurer/Tax Collector	10,000	125,000
Tax Collector	10,000	90,000
Treasurer/CFO	10,000	90,000
Director of Finance	10,000	90,000
Qualified Purchasing Agent	10,000	90,000
Deputy Collector/Treasurer	45,000	95,000
Deputy Finance Officer	45,000	95,000
Deputy Tax Collector	45,000	95,000
Clerk	32,323	65,058
Bookkeeper	32,323	65,058

Planning Department

Township Planner	47,000	125,000
Deputy Director of Planning/Zoning Officer	45,000	95,000
Administrative Assistant	32,323	65,058
Secretary/Clerk	32,323	65,058

Recreation Commission

Director Parks and Recreation	55,000	105,000
Assistant Director of Recreation	38,000	75,000
Assistant Supervisor – Parks Maintenance	38,000	75,000
Recreation Program Coordinator	32,323	65,058
Recreation Assistant	32,323	65,058
Part-Time Secretary/Clerk	\$12.00/Hr.	\$22.00/Hr.

Part-Time Seasonal Employees:

Program Supervisor/Per Session	\$50.00/Session	\$300.00/Session
Program Supervisor/Hourly	\$14.50/Hr.	\$25.00/Hr.
Instructors	\$10.00/Hr.	\$30.00/Hr.
Assistant Program Supervisor	\$10.00/Hr.	\$20.00/Hr.
Counselors	\$6.50/Hr.	\$13.50/Hr.
Umpires/Referees	\$25.00/Game	\$55.00/Game
Scorekeepers	\$6.50/Hr.	\$13.50/Hr.

Social Services

Director Social Services	10,000	90,000
Assistant Director of Social Services	38,000	75,000
Bus Driver	32,323	65,058
Secretary/Clerk	32,323	65,058
Senior Dance Instructor	\$ 25.00/Hr.	\$ 35.00/Hr.
Senior Wellness Instructor	\$ 25.00/Hr.	\$ 35.00/Hr.
Part-Time Bus Driver	\$ 12.00/Hr.	\$ 22.00/Hr.
Part-Time Mr. Fix-It	\$ 12.00/Hr.	\$ 22.00/Hr.

Section 2: This ordinance shall take effect upon its adoption, passage and publication according to law.

Mayor Tomson stated that this ordinance sets the salary ranges necessary to accommodate salaries established over the next few years by the public employee contracts and for non-union employee positions.

Mayor Tomson added that this ordinance does not provide for actual salaries or any salary increases for individuals or positions, it only sets the salary ranges for the various positions.

Upon motion by Deputy Mayor Burchette seconded by Committeeman Suraci to open the public hearing, the aforesaid resolution was unanimously approved upon call of the roll.

Upon motion by Committeeman Suraci seconded by Deputy Mayor Burchette, to close the public hearing and adopt Ordinance 2015-01; the aforesaid resolution was unanimously approved upon call of the roll.

CONSIDERATIONS

1. RESOLUTION RATIFYING AND CONFIRMING JOHN FIEDLER, CONSTRUCTION OFFICIAL, TO CONDUCT SATURDAY BUILDING INSPECTIONS FOR THE TOWNSHIP'S BUILDING DEPARTMENT EFFECTIVE JANUARY 17, 2015 TO JUNE 30, 2015, AT THE RATE OF \$28.00 PER HOUR

WHEREAS, there exists a need for Saturday building inspections for the Township's Building Department; and

WHEREAS, the Township Administrator recommends John Fiedler, Construction Official, be authorized to conduct Saturday building inspections effective January 17, 2015 to June 30, 2015, at the rate of \$28.00 per hour.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Township Administrator is hereby ratified and confirmed.

Mayor Tomson stated that there exists a vacancy in the Saturday part-time building inspector position. This resolution authorizes Mr. Fiedler to continue to fill that position at the current part time building inspector pay rate, which he has been doing since October 2014.

Upon motion by Deputy Mayor Burchette, seconded by Committeewoman McCauley, the aforesaid resolution was unanimously approved upon call of the roll.

2. RESOLUTION ESTABLISHING THE FEES FOR REPRODUCTION OF TOWNSHIP DOCUMENTS, EFFECTIVE JANUARY 1, 2015

WHEREAS, the public records of the Township of Hillsborough shall be accessible for examination and copying in accordance with N.J.S.A. 47:1A-5 upon the terms and conditions as hereinafter provided. Such inspection shall be made at reasonable times during business hours and without interference with the conduct of the affairs of the office or other place where such records are kept or maintained.

a. Copies shall be made available for purchase upon the payment of fees in accordance with N.J.S.A. 47:1A-1, et. seq.

- 1. Standard Letter Size pages \$ 0.05 per page
- 2. Standard Legal Size pages \$ 0.07 per page

b. Retrieval of Records Stored Off-Site shall be paid in accordance with the current fee schedule from AllState Information Management, attached hereto.

c. Miscellaneous fees:

- 1. Master Plan \$ 35.00
- 2. DVD Copies (DVD-R) \$.35
- 3. CD Copies (CD-R) \$.24

d. Maps

- 1. Print Copies
 - 30" x 42" \$ 5.00 per sheet
 - 24" x 36" \$ 3.00 per sheet
 - 11" x 17" \$ 1.00 per sheet
- 2. Digital Map Files (DWF format)
 - Tax Map on CD, \$.35 per CD

3. Map Disclaimer

For all data contained therein, the Township makes no representations of any kind, including but not limited to the warranties of merchantability, accuracy or fitness for a particular use, nor are such warranties to be implied with respect to the digital data provided.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it does hereby authorize the above fees as those to be charged for the reproduction of any Township document, until further amended by subsequent resolution.

Mayor Tomson stated that this resolution sets the fee schedule effective January 1, 2015.

Upon motion by Deputy Mayor Burchette, seconded by Committeeman Suraci, the aforesaid resolution was unanimously approved upon call of the roll.

3. RESOLUTION AWARDING A CONTRACT TO BAY HEAD INVESTMENTS, INC. D/B/A VCI FOR THE RE-CHASSIS OF THREE (3) ADDITIONAL AMBULANCES PER THE BID RECEIVED ON DECEMBER 11, 2014, IN A TOTAL AMOUNT NOT TO EXCEED \$452,665.80

WHEREAS, a notice of advertisement for bids and an Invitation to Bid were prepared and advertised on December 11, 2014; and

WHEREAS, sealed bids were opened and read in the Court Room on December 23, 2014 at 11:00 AM, which was the time and place as provided for in the Invitation to Bid entitled "Ambulance Rechassis for Up to Four (4) Vehicles" in accordance with Local Public Contracts law; and

WHEREAS, one (1) bid was received from:

Bay Head Investments, Inc. d/b/a VCI
43 Jefferson Avenue
Berlin, New Jersey 08009

WHEREAS, the specifications provide that the award of the contract shall be made to the lowest responsible bidder for the base bid, exclusive of Special Items, for the rechassis of "Up to Four (4) Vehicles"; and

WHEREAS, pursuant to N.J.S.A. 40A:11-2(27) "The lowest responsible bidder is the one who conforms to all requirements of a specification and applicable statutory provisions"; and

WHEREAS, the Qualified Purchasing Agent has determined that the lowest responsible bidder is Bay Head Investments, Inc. d/b/a VCI; and

WHEREAS, funds are available and have been certified as such by the Chief Financial Officer and said certification is attached to this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, as follows:

1. An award of contract for "the Rechassis of One (1) Ambulance (2003 Ford Vin Ending in 45895) is made to Bay Head Investments, Inc. d/b/a VCI in an amount not to exceed \$140,698.60.
2. The Mayor and Township Clerk are hereby authorized to execute the Township standard form of contract, upon receipt of that approval.
3. A notice of this contract award shall appear once in the official newspaper.

Mayor Tomson reported that the Township received one (1) bid for the re-chassis of ambulances, and this resolution awards the contract to Bay Head Investments for re-chassis of three ambulances.

Upon motion by Committeeman Suraci, seconded by Committeewoman McCauley, the aforesaid resolution was unanimously approved upon call of the roll.

4. RESOLUTION AUTHORIZING THE TOWNSHIP'S TAX CONFLICTS COUNSEL TO ENTER INTO A STIPULATION OF SETTLEMENT RELATIVE TO THE TAX APPEALS CAPTIONED COMMERCE BANK

WHEREAS, Commerce Bank c/o TD Bank (hereinafter referred to as "Taxpayer"), the owner of Block 153.06, Lot 2 on the Hillsborough Township Tax Assessment Maps, 380 Route 206 South (hereinafter referred to as "the Property"), filed an appeal of its 2013 and 2014 tax assessments in the Tax Court of New Jersey, Docket Nos. 010334-2013 and 002115-2014; and

WHEREAS, the Township Committee of the Township of Hillsborough met and discussed the aforesaid tax appeals and the recommendations of its Township Tax Assessor and the Township's Tax Conflicts Counsel who have made such examination of the value and proper assessment of the property and have obtained such appraisals, analysis and information with respect to the valuation and assessment of the property as they deem necessary and appropriate, as well as the market pertaining to the subject property and assessed the Property's land at \$696,900.00 and the improvements at \$303,100.00 for a total assessment of \$1,000,000.00; and

WHEREAS, a negotiated settlement was reached with the Taxpayer, which the Township Tax Assessor and the Township's Tax Conflicts Counsel recommend; and

WHEREAS, the Taxpayer has agreed to withdraw its 2013 appeal in consideration for a reduction in the assessments of year 2014, 2015 and 2016 to \$1,000,000.00; and

WHEREAS, there shall be no tax overpayment refund paid by the Township of Hillsborough to the taxpayer, but rather same shall be received as a credit against future tax payments, without statutory interest; and

WHEREAS, the aforesaid reductions have no general application to other properties within the Township of Hillsborough; and

WHEREAS, the Township Committee of the Township of Hillsborough will make this settlement without prejudice to its dealings with any other Hillsborough Township taxpayer's request for tax assessment reduction.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, as follows:

1. Tax Conflicts Counsel is hereby authorized to execute Stipulations of Settlement relative to the tax appeals of Commerce Bank c/o TD Bank vs. Township of Hillsborough, Tax Court of New Jersey, Docket Nos. 010334-2013 and 002115-2014 on behalf of the Township, as more specifically set forth at length in the Stipulation of Settlement annexed hereto and incorporated herein by reference.
2. The form of Stipulation of Settlement is annexed hereto, having been reviewed by the Township Committee of the Township of Hillsborough.

3. The settlement outlined above shall be without prejudice to the Township of Hillsborough's dealings with any other Township taxpayer's request for tax assessment reductions.

Mayor Tomson stated that the Township's Tax Appeal Attorney and Tax Assessor have recommended a settlement regarding the above referenced tax appeal. A negotiated settlement was reached in which the taxpayer has agreed to withdraw their 2013 appeal in consideration for a reduction in future assessment.

Upon motion by Committeeman Suraci seconded by Committeeman DelCore, the aforesaid resolution was unanimously approved upon call of the roll.

5. RESOLUTION ENDORSING THE CURRENT NEW JERSEY DEPARTMENT OF TRANSPORTATION ROUTE 206 SECTION 15N PROJECT CONCEPT AND REQUESTING THE SOMERSET COUNTY BOARD OF CHOSEN FREEHOLDERS AND THE SOMERSET COUNTY PLANNING BOARD TO LIKewise ADOPT A RESOLUTION ENDORSING THE SAME

WHEREAS, the Township of Hillsborough is aware of the current New Jersey Department of Transportation ("NJDOT") Route 206 Section 15N project concept to upgrade U.S. Route 206 in two (2) sections from Valley Road to Brown Avenue and from Doctors Way to Valley Road; and

WHEREAS, an element of the current NJDOT Route 206 Section 15N project concept would enable vehicles traveling east on Valley Road or south on Route 206, the ability to access the existing signalized intersection installed on Route 206 at the site of the Green Village Development; and

WHEREAS, the design work by NJDOT to effectuate the improvements contemplated are preliminary and not yet finalized at this time; and

WHEREAS, on December 11, 2014, the Township of Hillsborough Planning Board adopted a Resolution endorsing the current NJDOT Route 206 Section 15N project concept and recommended that the Township Committee likewise adopt a Resolution endorsing the same.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, as follows:

1. The Township of Hillsborough hereby endorses the current NJDOT Route 206 Section 15N project concept; and
2. The Township of Hillsborough hereby requests that the Somerset County Board of Chosen Freeholders and the Somerset County Planning Board review and adopt similar Resolutions endorsing the current NJDOT Route 206 Section 15N project concept; and

3. The Township Clerk is hereby directed to forward a copy of this Resolution to the Somerset County Board of Chosen Freeholders, the Somerset County Planning Board and the New Jersey Department of Transportation.

Mayor Tomson said the Township Committee endorses and supports the current NJDOT Route 206 Section 15N project concept and this resolution effectuates such endorsement.

Upon motion by Committeeman DelCore, seconded by Deputy Mayor Burchette, the aforesaid resolution was unanimously approved upon call of the roll.

6. RESOLUTION AUTHORIZING THE TOWNSHIP COMMITTEE TO MAKE APPOINTMENTS TO THE SUSTAINABLE HILLSBOROUGH STEERING COMMITTEE

WHEREAS, the Township needs to appoint a Chairman for Sustainable Hillsborough Steering Committee; and

WHEREAS, the Township wishes to appoint Peter Allan, as Chairman of Sustainable Hillsborough Steering Committee.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Peter Allan be appointed Chairman of Sustainable Hillsborough Steering Committee.

Mayor Tomson stated that the Township wishes to appoint Christopher Obropta, as Chairman of the Sustainable Hillsborough Steering Committee and further appoints Christopher Gibson from Alternate Seat #1 to Seat #3 and Adriana Bellotti from Alternate Seat #2 to Seat #4 as Regular members of the Sustainable Hillsborough Steering Committee, with both terms ending on 12-31-15.

Upon motion by Committeewoman McCauley, seconded by Deputy Mayor Burchette, the aforesaid resolution was unanimously approved upon call of the roll.

9. RESOLUTION AUTHORIZING THE APPOINTMENT OF MICHAEL HUTT AS PART TIME WEB ADMINISTRATOR/DESKTOP SUPPORT ASSISTANT, AT AN HOURLY RATE OF \$20.00 PER HOUR, NOT TO EXCEED 29 HOURS PER WEEK, EFFECTIVE FEBRUARY 11, 2015

WHEREAS, there is the need for a part time Web Administrator/Desktop Support Assistant; and

WHEREAS, the Director of Technology recommends the appointment of Michael Hutt to the position of part time Web Administrator/Desktop Support Assistant at an hourly rate of \$20.00 per hour, not to exceed 29 hours per week.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the recommendation of the Director of Technology is hereby accepted and approved, and Michael Hutt be appointed to the position of part

time Web Administrator/Desktop Support Assistant at an hourly rate of \$20.00 per hour, not to exceed 29 hours per week.

There exists a vacancy in the above mentioned position. Mr. Hutt has been interviewed and his qualifications have been determined to meet the requirements of the position. Welcome Michael.

Upon motion by Committeewoman McCauley seconded by Committeeman Suraci, the aforesaid resolution was unanimously approved upon call of the roll.

10. RESOLUTION AUTHORIZING STAFF ACTIONS AND APPOINTMENTS

WHEREAS, there exists a vacancy in the position of part time Office Assistant in the Administrator/Clerk's office; and

WHEREAS, the Township Clerk recommends the hiring of Elisabeth Matons as part time Office Assistant in the Administrator/Clerk's office, at an hourly rate of \$14.50 per hour, not to exceed 29 hours per week, effective February 11, 2015; and

WHEREAS, the Township Clerk recommends the following candidates be placed on a "Township Substitute Call List" to be utilized in circumstances when emergency coverage is needed:

1. Beth Baldwin
2. Christine Johnson
3. Susan Julian
4. April Laputka
5. Vanessa Lavoie
6. Michael Mancuso

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the recommendations of the Township Clerk are hereby accepted and approved.

There exists a vacancy in the position of part time Office Assistant in the Administrator/Clerk's office. The Township Clerk recommends the hiring of Elisabeth Matons for the said position, at an hourly rate of \$14.50 per hour, not to exceed 29 hours per week, effective February 11, 2015. Welcome Elisabeth.

Upon motion by Committeeman Suraci seconded by Committeeman DelCore, the aforesaid resolution was unanimously approved upon call of the roll.

CONSENT

- 1. RESOLUTION APPROVING THE REQUEST FROM SCOTT AND DEBORAH WARNER FOR RELEASE OF DEVELOPMENT REVIEW ESCROW IN THE AMOUNT OF \$344.92**

WHEREAS, a request has been received from Scott and Deborah Warner for the release of Development Review Escrow; and

WHEREAS, the Hillsborough Township Planning Director certifies that all work related to the review of the above has been completed; and

WHEREAS, the Hillsborough Township Planning Director recommends that the Township Committee take action to release the \$344.92 Development Review Escrow because the work has been completed.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Hillsborough Township Planning Director be and hereby is accepted and approved.

2. RESOLUTION AUTHORIZING THE TRANSFER OF EARNED AMOUNTS OF \$4,347.36 FROM THE SUBDIVISION AND SITE PLAN ENGINEERING TRUST ACCOUNTS TO THE TREASURER’S ACCOUNT

WHEREAS, in accordance with the following summary of accrued Engineering charges related to various indicated projects, a total of \$4,347.36 should be transferred from Engineering inspection escrow accounts into the Treasurer’s Account as indicated; and

WHEREAS, each of the project line items has been verified against the Treasurer’s Office account records through January 26, 2015, to ensure that sufficient funds are available for these transfers of unanticipated revenues.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that a total of \$4,347.36 is to be transferred from the Engineering Escrow Accounts into the Treasurers Account.

<u>Client</u>	<u>Number</u>	<u>Transfer Amount</u>
CC @ Belle Mead	579	-316.02
Country Classics – 4B	589	-341.04
Country Classics – 4C	612	-744.88
Gateway @ Sunnymeade	472	-169.76
Gateway Phase 6	620	-575.46
Green Village	607	-943.52
Hidden Brook Estates	603	-270.60
High Branch Land, Inc.	373	-78.92
Hillsborough Chase	376	-394.60
Hillsborough Chase II	488	-90.84
Hillsborough Veterinary	622	-321-64
South Branch Estates	613	-100.08

Grand Total	\$- 4,347.36

3. RESOLUTION APPROVING THE APPLICATION FOR SPECIAL PERMIT FOR SOCIAL AFFAIR FOR MANVILLE-HILLSBOROUGH ELKS FOR AN EVENT TO BE HELD ON FEBRUARY 28, 2015

WHEREAS, an application for a Special Permit for Social Affair has been filed by Manville-Hillsborough Elks for an event to be held on February 28, 2015; and

WHEREAS, the submitted application is complete.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby approves the application for Manville-Hillsborough Elks for an event to be held on February 28, 2015.

4. RESOLUTION APPROVING THE APPLICATION FOR SPECIAL PERMIT FOR SOCIAL AFFAIR FOR MANVILLE-HILLSBOROUGH ELKS FOR AN EVENT TO BE HELD ON MARCH 7, 2015

WHEREAS, an application for a Special Permit for Social Affair has been filed by Manville-Hillsborough Elks for an event to be held on March 7, 2015; and

WHEREAS, the submitted application is complete.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby approves the application for Manville-Hillsborough Elks for an event to be held on March 7, 2015.

5. RESOLUTION AUTHORIZING APPOINTMENT OF RICKY NUNN TO SEAT #4, HILLSBOROUGH MUNICIPAL UTILITIES AUTHORITY, FOR A 5-YEAR TERM ENDING FEBRUARY 1, 2020

BE IT RESOLVED by the Township Committee of the Township of Hillsborough that the following appointment be made, effective February 1, 2015, as listed:

Title/Name	Term Expiration
Municipal Utilities Authority, Seat #4 Ricky Nunn	02/01/20

6. RESOLUTION ACCEPTING THE RESIGNATION OF DAVID PHELAN, PART-TIME FIRE INSPECTOR AND AUTHORIZING JOHN FIEDLER, CONSTRUCTION OFFICIAL, TO POST FOR THE POSITION OF PART-TIME FIRE INSPECTOR AND PART-TIME TECHNICAL ASSISTANT, IN THE HILLSBOROUGH TOWNSHIP’S BUILDING DEPARTMENT

WHEREAS, David Phelan is employed by the Township of Hillsborough as a part-time Fire Inspector; and

WHEREAS, Mr. Phelan has resigned from the aforementioned position, effective February 18, 2015; and

WHEREAS, the Construction Official has determined that this position needs to be filled as soon as possible and thereby requests authorization to post for the position of part-time Fire Inspector and part-time Technical Assistant.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it does hereby authorize the Construction Official to post for the position of part-time Fire Inspector and part-time Technical Assistant.

7. RESOLUTION AUTHORIZING THE TRANSFER FROM PLANNING/BOARD OF ADJUSTMENT ESCROW TO THE TREASURER’S ACCOUNT

WHEREAS, that in accordance with the following summary of accrued Planning and Zoning charges related to plan review for October, November and December 2014, a total of \$1,361.84 should be transferred from the Planning/Board of Adjustment Escrow Accounts into the Treasurer’s Account as indicated; and

WHEREAS, that each of the project line items has been verified against the Treasurer’s Office account records for the period beginning 10/01/14 and ending 12/31/14 to ensure that sufficient funds are available for these transfers for unanticipated revenues.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that a total of \$1,361.84 is to be transferred from the Planning/Board of Adjustment Escrow Accounts into the Treasurers Account.

<u>Application Name</u>	<u>Application #</u>	<u>Escrow Name</u>	<u>Amount</u>
BENTO, Ty (Tiago)	BA-14-13	BENTOPL	\$37.96
Claremont Towers	14-PB-10-MSRV	CLAREMONT	\$209.66
Copart of Connecticut, Inc. - Amended (3rd Q)	14-PB-15-SR	COPARTCTPB	\$465.90
Hillsborough Park, LLC	BA-14-09	HILLPARKPB	\$240.60

MUND Hillsborough Land LLC	14-PB-13-SRV	MUNDPL	\$69.86
RB Manufacturing LLC	14-PB-17MSR	RBMANUFPL	\$46.60
Trey Holdings, LLC	BA-14-10	TREYPB	\$240.60
VEGA, Rolando	BA-14-12	VEGAPL	\$50.66
TOTAL TRANSFER			\$1,361.84

8. RESOLUTION NOMINATING ROBERT WAGNER TO SERVE ON THE SOMERSET COUNTY SOLID WASTE ADVISORY COMMITTEE AND GARY WIESNER TO SERVE ON THE SOMERSET COUNTY CULTURAL AND HERITAGE ADVISORY COMMISSION

WHEREAS, the Somerset County Board of Chosen Freeholders requests that the Mayor and the Township Committee nominate one person to act as Hillsborough Township representative to the Somerset County Solid Waste Advisory Committee; and

WHEREAS, Mayor and the Township Committee nominates Robert Wagner to represent Hillsborough Township on this committee; and

WHEREAS, the Somerset County Board of Chosen Freeholders requests that the Mayor and the Township Committee nominate one person to act as Hillsborough Township representative to the Somerset County Cultural & Heritage Commission; and

WHEREAS, Mayor and the Township Committee nominates Gary Wiesner to represent Hillsborough Township on this committee.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the above actions be and hereby are accepted and approved.

Upon motion by Deputy Mayor Burchette, seconded by Committeeman Suraci, the consent agenda was unanimously approved upon call of the roll.

CLAIMS LISTS

Mayor Tomson presented Claims Lists 2015-04.

Upon motion by Committeeman DelCore, seconded by Committeewoman McCauley, Claims List 2015-04 was unanimously approved upon call of the roll.

EXECUTIVE SESSION RESOLUTION

WHEREAS, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12 (b) (1-9), Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Township Committee is of the opinion that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough in the County of Somerset, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter specified subject matters.

2. The general nature of the subject matter to be discussed is as follows:

a. Potential Litigation:

i. KD Hillsborough (Hillsborough Promenade) Tax Appeals

3. The Township Committee may take official action on those items discussed in Executive Session upon completion of the Executive Session.

4. The minutes of the discussions shall be made available to the public as soon as the matters under discussion are no longer of a confidential or sensitive nature.

5. This Resolution shall take effect immediately.

Upon motion by Deputy Mayor Burchette, seconded by Committeeman Suraci, the aforesaid resolution was unanimously approved upon call of the roll.

Upon motion by Committeeman DelCore, seconded by Deputy Mayor Burchette, the public meeting was reopened at 9:55 p.m.

ADJOURNMENT

Upon motion by Deputy Mayor Burchette, seconded by Committeeman DelCore, the meeting duly adjourned at 9:56 p.m. Said motion was carried unanimously upon voice vote.

Attested:

Pamela Borek
Township Clerk