

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: Committeeman Greg Burchette, Committeeman Doug Tomson, Deputy Mayor Carl Suraci, and Mayor Frank DelCore. Also in attendance were Township Administrator Anthony Ferrera, Township Clerk Pamela Borek, and Township Attorney William Willard. Absent: Committeewoman McCauley

### **SALUTE TO THE FLAG**

Following roll call, Mayor DelCore 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. January 12, 2016.

### **APPROVAL OF MINUTES**

- *Approval of the September 8, 2015 Executive Session Meeting Minutes*

Upon a motion by Committeeman Tomson, seconded by Deputy Mayor Suraci, the minutes of the September 8, 2015 Executive Session Meeting was approved upon the call of the roll.

- *Approval of the December 29, 2015 Regular Session Minutes*

Upon a motion by Committeeman Burchette, seconded by Committeeman Tomson, the minutes of the December 29, 2015 Regular Session Meeting was approved upon the call of the roll.

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

#### **Committeeman Burchette**

Committeeman Burchette noted that residents are reminded of the Township Ordinance prohibiting the parking of vehicles on snow covered streets. Committeeman Burchette also stated that keeping the streets free of cars facilitates the Department of Public Works ability to clear the streets of snow making it safer and more convenient for all.

Committeeman Burchette reminded residents to protect themselves from becoming a victim of personal property theft by leaving personal items in their vehicles. Committeeman Burchette noted to keep vehicles locked at all times and to remove valuables.

Committeeman Burchette stated the Hillsborough Board of Fire Commissioners will hold their annual election on February 20, 2016. Committeeman Burchette additionally noted that this year 2 commissioners will be elected to serve a 3 year term, each.

Committeeman Tomson

Committeeman Tomson stated that he swore in Chief Fire Dave Foelsch to the Flagtown Fire Company for a 2 year term recently. Committeeman Tomson congratulated Mr. Foelsch on his re-election to the post.

Committeeman Tomson stated he also swore in members of the Board of Health. Dr. Schwartz was sworn in as Chair and Mr. Potter as Vice Chair.

Committeeman Tomson noted as a reminder to all Hillsborough residents that Saturday, January 23<sup>rd</sup> Hillsborough will host a FREE rabies vaccination clinic for Cats and Dogs from 10 am until noon at the Department of Public Works garage located on East Mountain Road. Committeeman Tomson stated that dogs must be leashed and cats must be in a carrier.

Committeeman Tomson stated that registration is ongoing for Spring Soccer and Softball. Committeeman Tomson noted to please be sure to visit the Recreation website for all the details and how to register for our programs.

Committeeman Tomson stated the Hillsborough Millstone Municipal Alliance will be updating their web page to include various resources. Committeeman Tomson noted the Substance Abuse & Mental Health Services Administration has resources that can help address some of the toughest mental health and substance use challenges, including suicide prevention, bullying prevention, behavioral health following a disaster, and underage drinking prevention.

Deputy Mayor Suraci

Deputy Mayor Suraci attended the Hillsborough Volunteer Fire Company No. 2 Installation Dinner and stated he swore in all the fire line officers, executive line officers, the Ladies Auxillary and their leadership positions. Deputy Mayor Suraci noted special congratulations to Rich Bartalucci as he is the new Chief for the next 2 years. Deputy Mayor Suraci congratulated everyone on their new assignments.

Deputy Mayor Suraci also announced that at the re-organization of the Planning Board. Shawn Lapanni was chosen as Chair, Dr. Dan Marulli as Vice Chair, and Neil Julian as Secretary.

Deputy Mayor Suraci congratulated the newly elected and re-elected Board of Education members: Brett Cooper, Dana Boguszewski and Deena Centofanti. Tom Kinst and Jenn Haley were selected as President and Vice President, respectively.

Deputy Mayor Suraci stated that January and February are the renewal months for dog licenses. Chapter 117 requires all dogs be licensed; that renewal notices have been mailed to all residents who licensed their dogs in 2015. Deputy Mayor Suraci stated the rabies vaccine must be valid through October 31st in order to renew your dog's license. Deputy Mayor Suraci noted to please visit the Finance Office to renew or license your dog.

### **Mayor DelCore**

Mayor DelCore stated he was in attendance at the Robo Raiders kick off event on Saturday, January 9th. Mayor DelCore encourages everyone to see what the talented the high school team members can do. Mayor DelCore added the team has been very successful for the past few years.

Mayor DelCore stated that 2016 marks the 25<sup>th</sup> Anniversary of the Opening of the Municipal Building. Mayor DelCore continued that in 2012 the Hillsborough Township renamed and dedicated it to the late Assemblyman Peter J. Biondi. Mayor DelCore stated as we look forward to the Silver Anniversary of the Peter J. Biondi Municipal Building, and the previously announced logo contest has been extended. Hillsborough residents and Hillsborough based businesses are encouraged to design and submit a commemorative logo in honor of the silver anniversary. Mayor DelCore noted the deadline is now February 1<sup>st</sup> and to please email entries to the Township clerk at [pborek@hillsborough-nj.org](mailto:pborek@hillsborough-nj.org).

Mayor DelCore noted, many of the Boards and Commissions are in the reorganization process of the year. Mayor DelCore thanked the countless volunteers for the time and talents dedicated to all of the Boards & Commissions. Mayor DelCore additionally stated that it is through the volunteerism and support of the residents that the Boards and Commissions are such a vital part of the community and it's just another reason why Hillsborough is one of the top places to live in the Nation.

Mayor DelCore congratulated Patricia L. Walsh of Green Brook who was named 2016 Director of the Somerset County Board of Chosen Freeholders at their annual reorganization meeting last week. Mayor DelCore also congratulated Peter Palmer of Bernardsville will serve as Deputy Director this year. Mayor DelCore congratulated both on their appointments and is looking forward to continuing the Township's great partnership with the county.

Mayor DelCore stated that there are many ways in which you can be connected to what is happening here at the Township; there is the Friday e-newsletter, Nixle, Honeywell Instant Alert and Twitter.

### **APPOINTMENTS**

- Swearing in of Lt. Francis R. Mozgai, Jr. as Police Captain
- Mayoral Appointment of Deborah Boyea as Chairman of the Environmental Commission
- Mayoral appointment of Jody Morrison to the Capital Planning Committee

Mayor DelCore asked his fellow Committee members to move onto Consideration #1.

**1. RESOLUTION PROMOTING FRANCIS R. MOZGAI, JR. TO HILLSBOROUGH TOWNSHIP  
POLICE CAPTAIN**

**WHEREAS**, there exists a vacancy in the position of Police Captain; and

**WHEREAS**, the promotional process conducted in accordance with Hillsborough Township Ordinance 93-17 to select the most suitable candidate for promotion to the position of Captain in the Hillsborough Police Department has been completed; and

**WHEREAS**, the highest rated candidate for the position of Captain was determined to be Lieutenant Francis R. Mozgai, Jr.; and

**WHEREAS**, the Police Committee has recommended the appointment of Lieutenant Francis R. Mozgai, Jr. to the position of Captain effective January 12, 2016 at an annual salary of \$147,672.00.

**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 Police Committee is hereby accepted and approved, and Lieutenant Francis R. Mozgai, Jr. shall be promoted to the position of Captain in the Hillsborough Police Department effective January 12, 2016.

Mayor DelCore then called Acting Chief Darren Powell, Lieutenant Mozgai and his family to come forward for his swearing in, also Committeeman Burchette, Liaison to Public Safety joined them as well.

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

**PROCLAMATIONS**

*Proclamation declaring January as Radon Action Month*

**WHEREAS**, Radon, a naturally occurring radioactive gas, is the second leading cause of lung cancer, causing as many as 250 lung cancer deaths annually in New Jersey; and

**WHEREAS**, one in 15 homes across the United States have an elevated Radon level; and

**WHEREAS**, elevated Radon levels found in homes pose a serious health threat to families residing in these homes; and

**WHEREAS**, any home may have high levels of Radon even if neighboring homes do not; and

**WHEREAS**, Radon testing is easy and inexpensive, and elevated levels of Radon can be effectively reduced at a minimal cost to the homeowner.

**NOW, THEREFORE, BE IT PROCLAIMED** that we, the Mayor and the Township Committee of the Township of Hillsborough, in conjunction with the United States Environmental Protection Agency do hereby declare January as Radon Action Month.

**BE IT FURTHER PROCLAIMED** that we, the Mayor and Township Committee of the Township of Hillsborough, encourage all Hillsborough residents who have not yet tested their homes for Radon to do so and to reduce elevated Radon levels if found, to protect their families from the serious health risks associated with Radon exposure.

**Proclamation honoring Ron Skobo for his dedicated service to Hillsborough Township**

**WHEREAS**, Ron Skobo, long-time Hillsborough Township resident, is retiring from his position of Director of Parks, Recreation, and Social Services which he held with the Township since 2013; and

**WHEREAS**, Ron began his career with Hillsborough Township as the Director of the Township's Building Department on September 26, 2005; and

**WHEREAS**, Ron Skobo is a graduate of the FBI Academy, and served as Captain of Detectives for the Somerset County Prosecutor's office along with various other positions from 1975 through 2005; and

**WHEREAS**, Ron was responsible for different projects and events that have helped to make the Township of Hillsborough one of Money Magazine's Best Places to Live; and

**WHEREAS**, Ron has served the Township of Hillsborough and its residents with passion and selflessness; and

**WHEREAS**, the knowledge, creativity and judgement that Ron brought to the Township is a reflection of his unique perspective.

**NOW, THEREFORE, BE IT PROCLAIMED**, that we the Mayor, and the Township Committee of the Township of Hillsborough do hereby express our gratitude for all of the hard work Ron has done for the Township of Hillsborough and its residents.

**BE IT FURTHER PROCLAIMED**, that we the Mayor and the Township Committee of the Township of Hillsborough, Ron's numerous co-workers, and the residents of Hillsborough Township thank Ron for his valuable contributions and dedication to Hillsborough Township.

Mayor DelCore stated he was remiss in allowing newly sworn in Captain Mozgai to say a few words after his swearing in.

**Presentations**

- *Recognition of Hillsborough Business/Organizations that have served the citizens of Hillsborough Township in excess of 25 years*
  - *Belle Mead Physical Therapy*
- *New Jersey Municipal Management Association 2015 Press Award*

Mayor DelCore called upon Administrator Ferrera to join him along with the Hillsborough Beacon Editor Gene Robbins for a presentation of the New Jersey Municipal Management Association 2015 Press Award.

**NEW BUSINESS**

*None*

**PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA**

*None*

**PUBLIC HEARINGS**

*None*

**INTRODUCTION OF NEW ORDINANCES**

**ORDANANCE 2016-01 AN ORDINANCE TO AMEND AN ORDINANCE ENTITLED "SALARY RANGE ORDINANCE" SETTING FORTH 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>
<b><u>Administrators Office</u></b>		
Committeepersons	3,500	10,000
Township Administrator	50,000	165,000
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	75,000

**Building Department**

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.

**Municipal Court**

Court Administrator	45,000	95,000
Deputy Court Administrator	32,323	65,058
Violations Clerk	32,323	65,058
Municipal Judge	15,000	75,000
Public Defender	1,000	25,000

**Township Clerk**

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.

**Engineering Department**

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	150,000
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	185,000
Police Captain	120,000	175,000
Police Lieutenant	115,000	165,000
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	70,000
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	135,000
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
Assistant Planner/Zoning Official	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	55,000	105,000
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 DelCore continued 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 DelCore additionally stated this ordinance does not provide for actual salaries or any salary increases for individual or positions, it only sets the salary range for the various positions.

Deputy Mayor Suraci moved that the aforesaid Ordinance be passed on first reading and that the Ordinance be further considered at a public hearing held on February 9, 2016 at 7:30 p.m. Said motion was seconded by Committeeman Tomson and unanimously approved upon call of the roll.

**ORDINANCE 2016-02 AN ORDINANCE APPROPRIATING CERTAIN MONIES HELD BY THE TOWNSHIP OF HILLSBOROUGH, COUNTY OF SOMERSET, STATE OF NEW JERSEY, FOR THE PURCHASE OF VARIOUS CAPITAL IMPROVEMENTS IN THE AMOUNT OF \$170,000.00, IN AND FOR THE TOWNSHIP OF HILLSBOROUGH**

**WHEREAS**, there are funds available in the Hillsborough Township Capital Improvement Fund in the amount of \$170,000.00; and

**WHEREAS**, the Hillsborough Township Committee has determined there is a need to appropriate the aforesaid Capital funds for the following purposes and amounts:

1. Purchase of One (1) Six-Wheel Dump Truck w/snowplow	\$170,000.00
Total	<u>\$170,000.00</u>

**NOW THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the aforementioned sums are hereby appropriated.

This ordinance shall take effect upon final adoption and publication according to law.

Mayor DelCore stated that further consideration of this ordinance and a public hearing with be held on February 9<sup>th</sup>. Mayor DelCore stated this ordnance provides necessary funding for a replacement heavy duty vehicle in the Department of Public Works.

Committeeman Burchette moved that the aforesaid Ordinance be passed on first reading and that the Ordinance be further considered at a public hearing held on February 9, 2016 at 7:30 p.m. Said motion was seconded by Deputy Mayor Suraci and unanimously approved upon call of the roll.

**ORDINANCE 2016-03 AN ORDINANCE AUTHORIZING ACCEPTANCE OF DEED OF DEDICATION – RIGHT OF WAY FROM COUNTRY CLASSICS IV LIMITED LIABILITY COMPANY TO ESTABLISH A RIGHT OF WAY FOR LUCAS DRIVE THROUGH COUNTRY CLASSICS IN THE MILLSTONE VALLEY – 1, PHASE 4D IN HILLSBOROUGH TOWNSHIP**

**WHEREAS**, on September 4, 2014, the Township of Hillsborough Planning Board adopted a memorializing Resolution approving Application 14-PB-03 MJF filed by Country Classics IV, LLC, for Amended Final Major Subdivision Approval for Phase 4D pertaining to the property identified as Block 205, Lots 17 and 18 on the Tax Map of the Township of Hillsborough; and

**WHEREAS**, on September 4, 2014, the Township of Hillsborough Planning Board adopted a memorializing Resolution approving Application 14-PB-07 MJ filed by Country Classics IV, LLC, for Amended Preliminary Major Subdivision Approval for Phase 4D pertaining to the property identified as Block 205, Lots 17 and 18 on the Tax Map of the Township of Hillsborough; and

**WHEREAS**, the Resolutions of approval require Country Classics IV, LLC, to provide a Deed of Dedication – Right of Way for the purpose of establishing a right of way for Lucas Drive through Country Classics in the Millstone Valley – 1, Phase 4D in Hillsborough Township; and

**WHEREAS**, as required by the Resolutions of Approval, Country Classics IV provide the Township with a Deed of Dedication – Right of Way for the purposes of establishing a right of way for Lucas Drive for Country Classics in the Millstone Valley – 1, Phase 4D in Hillsborough Township; and

**WHEREAS**, the Township attorney for the Township of Hillsborough has reviewed the Deed of Dedication – Right of Way and finds the same to be acceptable.

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

1. The Township of Hillsborough hereby accepts the Deed of Dedication – Right of Way from Country Classics IV for the purposes of establishing a right of way for Lucas Drive through Country Classics in the Millstone Valley – 1, Phase 4D in Hillsborough Township.
2. This Ordinance shall take effect upon adoption and publication according to law.

Mayor DelCore stated this ordinance allows the Township to accept a deed of dedication and right of way as required conditions of the planning board approval. Mayor DelCore additionally noted local land and building law only allows a municipality to accept land or interests in land through the adoption of an ordinance. This has been reviewed and found acceptable by the Township Attorney.

Deputy Mayor Suraci moved that the aforesaid Ordinance be passed on first reading and that the Ordinance be further considered at a public hearing held on February 9, 2016 at 7:30 p.m. Said motion was seconded by Committeeman Burchette and unanimously approved upon call of the roll.

#### CONSIDERATIONS

- ~~1. MAYOR DELCORE NOTED PREVIOUSLY DURING THIS TOWNSHIP COMMITTEE MEETING RESOLUTION AUTHORIZING THE PROMOTION OF FRANCIS R. MOZGAL, JR. TO HILLSBOROUGH TOWNSHIP POLICE CAPTION.~~
2. RESOLUTION AUTHORIZING THE APPOINTMENT OF JOSEPH C. DEAS AS PART TIME HANDYMAN FOR THE HILLSBOROUGH MUNICIPAL BUILDING, AT AN HOURLY RATE OF \$14.50 PER HOUR, NOT TO EXCEED 10 HOURS PER WEEK, EFFECTIVE JANUARY 13, 2016, PENDING POSITIVE COMPLETION OF A BACKGROUND CHECK

**WHEREAS**, there is the need for a part time Handyman for the Hillsborough Municipal Building; and

**WHEREAS**, the Director of Public Works recommends the appointment of Joseph C. Deas to the position of part time Handyman for the Hillsborough Municipal Building on Saturday and Sunday's from 12:00 noon to 5:00 pm at an hourly rate of \$14.50 per hour, not to exceed 10 hours per week, pending positive completion of background check, to be funded through the Clean Communities Grant.

**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 Public Works is hereby accepted and approved, and Joseph C. Deas be appointed to the position of part time Handyman for the Hillsborough Municipal Building at an hourly rate of \$14.50 per hour, not to exceed 10 hours per week, pending positive completion of background check, to be funded through the Clean Communities Grant.

Mayor DelCore stated that the Director of DPW has recommended Joseph Deas for this existing position.

Administrator Ferrera added that he had the opportunity to interview Mr. Deas and he this helps us with our evening hours and weekends. Mr. Deas has all the various licenses and qualifications for the position.

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

**3. RESOLUTION APPOINTING DAVID KOIS AS BUSINESS ADVOCATE, EFFECTIVELY JANUARY 13, 2016 AT A SALARY OF \$65,000.00 PER YEAR**

**WHEREAS**, the Business Advocate acts as a catalyst for the Economic and Business Development Commission's mission and the position includes marketing, commercial relations, centralized information, guidance, as well as other duties listed in Ordinance 2005-26; and

**WHEREAS**, the Business Advocate position helps to foster business here in Hillsborough; and

**WHEREAS**, the Township Administrator recommends the appointment of David Kois as the Business Advocate based on his experience and qualifications.

**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 accepted and David Kois is appointed to the position of Business Advocate at a salary of \$65,000 a year, effective January 13, 2016.

Mayor DelCore stated that often towns and cities have to seek individuals with the proper qualifications, but without truly knowing of their ability to do the job. Mayor DelCore noted that Mr. Kois has been with the Township for a number of years, most recently as the zoning officer and former assistant planner. Mayor DelCore continued by saying here we are fortunate and proud to be able to promote some homegrown talent and continue to develop our employees. Mr. Kois is the replacement for the retiring Gene Strapinsky.

Deputy Mayor Suraci congratulated Mr. Kois and thanked Mr. Strapinsky for his years of service.

Administrator Ferrera noted that is a great accomplishment of the Township to build and promote from within the organization. Administrator Ferrera continued that Mr. Kois has a tremendous amount of experience from various departments and wishes him success in his new position. He appreciated Mr. Strapinsky for attending this meeting and is looking forward to the next Township meeting when he will be honored with a Proclamation with members of the business community and the unveiling of the new Township map.

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

**4. RESOLUTION AUTHORIZING THE PURCHASE OF ONE (1) 6-WHEEL DUMP TRUCK WITH SNOWPLOW FROM CLEVELAND MACK SALES IN AN AMOUNT NOT TO EXCEED \$170,000.00**

**WHEREAS**, there exists a need to purchase a 6-wheel dump truck to replace an existing vehicle which has been rendered unsafe by DOT regulations; and

**WHEREAS**, Local Public Contracts Law 40A:11-6 allows for emergency purchases when an emergency affecting the public health, safety or welfare requires the immediate delivery of goods; and

**WHEREAS**, the Director of Public of Public Works and the Township Qualified Purchasing Agent have determined that this vehicle is needed in order to provide a proper response during inclement weather conditions; and

**WHEREAS**, Cleveland Mack Sales, 4847 Johnson Parkway, Cleveland, OH has the required vehicle available, equipped and ready for immediate delivery to the Township Public Works Facility; and

**WHEREAS**, funds are available and have been certified as such by the Chief Finance Officer, 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, the Mayor and Township Clerk hereby authorize the purchase of one (1) 6-Wheel Dump Truck with Snowplow from Cleveland Mack Sales in an amount not to exceed \$170,000.00.

Mayor DelCore stated this was to replace a truck that has a broken frame.

Committeeman Burchette stated that 1998 GMC Large Duty truck that has a broken right side frame and it cannot be repaired. Committeeman Burchette noted he has experience with repairing frames.

Administrator Ferrera stated he was appreciative of Committeeman Burchette going down the Department of Public Works in a timely fashion to assess the situation. This is an important salt and plow truck that will be delivered by Friday at a cost savings to the Township.

Committeeman Burchette also commended the Department of Public Works with their dedication to trying to repair the truck.

Deputy Mayor Suraci additionally commended the Department of Public Works at finding this new vehicle at a \$40,000.00 savings to the Township.

Upon motion by Committeeman Doug Tomson, seconded by Committeeman Burchette, the aforesaid resolution was unanimously approved upon call of the roll.

#### CONSENT AGENDA

#### 1. RESOLUTION AMENDING APPOINTMENTS TO THE HISTORIC PRESERVATION COMMISSION

WHEREAS, the Mayor wishes to amend the following appointments:

##### Historic Preservation Commission

Alt. #1	(2-year term)	John J. Reddan, Jr.	12/31/17
Alt. #2	Correcting term ending date	Vincent Lipani	12/31/16

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

**2. RESOLUTION AUTHORIZING THE SUBMISSION OF A STRATEGIC PLAN FOR THE HILLSBOROUGH/MILLSTONE MUNICIPAL ALLIANCE FOR JULY 1, 2016 THROUGH JUNE 30, 2017**

**WHEREAS**, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

**WHEREAS**, The Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

**WHEREAS**, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

**WHEREAS**, the Township Committee has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Somerset.

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Hillsborough, County of Somerset, State of New Jersey hereby recognizes the following:

1. The Township Committee does hereby authorize submission of a strategic plan for the Hillsborough/Millstone Municipal Alliance grant for July 1, 2016 through June 30, 2017.

DEDR	\$ <u>28,436.49</u>
Cash Match	\$ <u>7,109.12</u>
In-Kind	\$ <u>21,327.36</u>

2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

**3. RESOLUTION APPOINTING SEAN CAROLAN, NICK SPECIALE, STEVEN ECKERT AND JOSEPH PASCHALL TO ONE (1) YEAR TERMS AS EMERGENCY MANAGEMENT DEPUTY COORDINATORS AND APPOINTING LUCY BUSH TO A ONE (1) YEAR TERM AS THE EMERGENCY MANAGEMENT ADMINISTRATIVE ASSISTANT EFFECTIVE JANUARY 1, 2016 THROUGH DECEMBER 31, 2016 AND AUTHORIZING ANNUAL STIPENDS IN THE AMOUNT OF \$500.00 EACH**



**WHEREAS**, the Township Office of Emergency Management Coordinator recommends the appointment of Sean Carolan, Nick Speciale, Steven Eckert, and Joseph Paschall to one (1) year terms as Deputy Coordinators effective January 1, 2016 through December 31, 2016 and authorizing an annual stipend in the amount of \$500.00 each; and

**WHEREAS**, the Township Office of Emergency Coordinator recommends the appointment of Lucy Bush to a one (1) year term as Office of Emergency Management Administrative Assistant effective January 1, 2016 through December 31, 2016 and authorizing an annual stipend in the amount of \$500.00.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that: (1) Sean Carolan, Nick Speciale, Steven Eckert, and Joseph Paschall are appointed to one (1) year terms as Emergency Management Deputy Coordinators effective January 1, 2016 through December 31, 2016 with an annual stipend in the amount of \$500.00 to be paid to each for said service; and (2) Lucy Bush is appointed to a one (1) year term as Office of Emergency Management Administrative Assistant effective January 1, 2016 through December 31, 2016 with an annual stipend in the amount of \$500.00 to be paid to her for said service.

**4. RESOLUTION AUTHORIZING JOHN FIEDLER, CONSTRUCTION OFFICIAL, TO POST FOR THE POSITION OF FULL TIME PLUMBING INSPECTOR IN HILLSBOROUGH TOWNSHIP'S BUILDING DEPARTMENT**

**WHEREAS**, the Construction Official has been attempting to hire a full time multi-licensed inspector without success; and

**WHEREAS**, the Township Building Department has an immediate need for a full time Plumbing Inspector; 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 full time Plumbing Inspector; and

**WHEREAS**, the successful candidate will be required to obtain a second technical license within a stipulated time frame as determined by the Construction Official.

**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 Construction Official is hereby authorized to post for the position of full time Plumbing Inspector; and (2) the successful

candidate will be required to obtain a second technical license within a stipulated time frame as determined by the Construction Official.

**5. RESOLUTION AUTHORIZING APPOINTMENT OF HELENA BECK TO THE  
"TOWNSHIP SUBSTITUTE CALL LIST"**

**WHEREAS**, the Construction Official recommends the appointment of Helena Beck to the "Township Substitute Call List" to be utilized in circumstances when emergency coverage is needed.

**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 Construction Official is hereby accepted and approved.

**6. RESOLUTION APPOINTING CHRIS OBROPTA, CHAIRMAN OF SUSTAINABLE  
HILLSBOROUGH STEERING COMMITTEE**

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

**WHEREAS**, the Township wishes to appoint Chris Obropta, 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 Chris Obropta be appointed Chairman of Sustainable Hillsborough Steering Committee.

**7. RESOLUTION APPROVING THE APPLICATION FOR SPECIAL PERMIT FOR SOCIAL  
AFFAIR FOR MANVILLE-HILLSBOROUGH ELKS FOR AN EVENT TO BE HELD ON  
FEBRUARY 13, 2016**

**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 13, 2016; 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 13, 2016.

**8. RESOLUTION TO RENEW THE HILLSBOROUGH CONVENIENCE, INC. LIQUOR LICENSE 1810-44-004-005 FOR THE 2015-2016 LICENSE TERM**

**WHEREAS**, the Hillsborough Township Police Department has conducted a thorough investigation of the Hillsborough Convenience, Inc. to insure that criminally disqualified and other unfit persons do not acquire or hold direct interests in the retail alcoholic beverage industry; and

**WHEREAS**, as a result of the aforementioned investigation, the Hillsborough Police Department confirmed that the applicant is not subject to any of the disabilities set forth in Title 33 New Jersey Statutes; and

**WHEREAS**, the Township Clerk has certified that Hillsborough Convenience, Inc. has posted the required municipal fee of \$2,500 for a Plenary License; and

**WHEREAS**, the Township Clerk has further certified that the Hillsborough Convenience, Inc. *t/a* Country Corner Liquor/Deli has submitted the appropriate and complete renewal application, and has been granted a New Jersey State Tax Clearance Certificate as required by law.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough that the liquor license for the Hillsborough Convenience, Inc. *t/a* Country Corner Liquor/Deli is hereby renewed for the year 2015-2016 effective January 8, 2016.

**9. RESOLUTION APPOINTING TOM BELANGER TO THE RARITAN & MILLSTONE RIVERS FLOOD CONTROL COMMISSION**

**WHEREAS**, the Township needs to appoint a representative (member) and alternates to the Raritan & Millstone Rivers Flood Control Commission; and

**WHEREAS**, the Township wishes to appoint Tom Belanger to the Raritan & Millstone Rivers Flood Control Commission with David Fritzingler as 1<sup>st</sup> Alternate and Anthony Ferrera as 2<sup>nd</sup> Alternate.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that Tom Belanger is appointed to the Raritan & Millstone Rivers Flood Control Commission with David Fritzingler as 1<sup>st</sup> Alternate and Anthony Ferrera as 2<sup>nd</sup> Alternate.

Upon motion by Deputy Mayor Burchette, seconded by Deputy Mayor Suraci, the Consent Agenda was unanimously approved upon call of the roll.

Mayor DelCore stated he would like to add a comment regarding Item #3 appointing Sean Carolan, Nick Speciale, Steven Eckert and Joseph Paschall to one (1) year terms as emergency management deputy coordinators and appointing Lucy Bush to a one (1) year term as the emergency management administrative assistant. These people receive a stipend for \$500/year are always on the front lines whenever we have a Township emergency. They are dedicated to the Township on nearly a volunteer basis.

### CLAIMS LISTS

Mayor DelCore asked to approve Claims Lists 2016-01.

Upon motion Committeeman Tomson, seconded by Committeeman Burchette, Claims List 2016-01 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:
  - b. Litigation:*
    - i. Affordable Housing - Sherman Brothers*
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 Suraci, seconded by Committeeman Burchette, the aforesaid resolution was unanimously approved upon call of the roll.

Upon motion by Committeeman Tomson, seconded by Deputy Mayor Suraci, the public meeting was reopened at 8:26 pm.

Township Attorney Eric Bernstein provided an update on the affordable housing litigation as it relates to Block 686, 21, and 90, Lot 6.01 and affordable housing. No formal action is required at this time.

### **ADJOURNMENT**

Upon motion by Deputy Mayor Suraci, seconded by Committeeman Tomson, the meeting duly adjourned at 8:46 pm. Said motion was carried unanimously upon voice vote.

Attested:

Pamela Borek  
Township Clerk