

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 December 20, 2016.

Upon call of the roll, the following Committee members were recorded present: Committeeman Greg Burchette, Committeewoman Gloria McCauley, 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. Committeeman Doug Tomson was noted as absent.

SALUTE TO THE FLAG

Mayor DelCore advised that in accordance of 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 December 20, 2016.

APPROVAL OF MINUTES

- *Approval of the December 13, 2016 Regular Session Meeting Minutes*

Upon a motion by Committeeman Burchette, seconded by Deputy Mayor Suraci, the minutes of the December 13, 2016 Regular Session were approved upon the call of the roll.

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

Committeeman Burchette

Committeeman Burchette reported that the Building Department will be closed the evening of Tuesday, December 27th.

Committeewoman McCauley

Committeewoman McCauley stated that in an effort to consolidate resources, Hillsborough is transitioning to Swift Reach 911 for emergency notifications. Committeewoman McCauley said this move will eliminate reduce duplication of services between Honeywell and Nixle, as those services will be suspended effective 12/31/16. Committeewoman McCauley noted that Swift Reach is a high speed emergency notification system that alerts residents to emergency situations including weather and traffic related issues.

Committeewoman McCauley added that residents will be urged to update their information, contact preferences and any additional phone numbers and email addresses. Committeewoman McCauley said that more information will be forth coming on registration.

Committeewoman McCauley reminded residents that there will not be any Municipal Court Sessions on Monday, December 26th, Tuesday, December 27th and Monday, January 2nd.

Committeewoman McCauley noted that nominations for the 2017 Outstanding Women in Somerset County awards program, sponsored by the Somerset County Commission on the Status of Women are due.

Deputy Mayor Suraci

Deputy Mayor Suraci said that the Finance Department will begin mailing 2017 dog license renewals to all residents who licensed their pet in 2016 the week of January 2nd, 2017. Deputy Mayor Suraci stated in order to renew, your dog must have a rabies vaccination on file that is valid through October 2017. Deputy Mayor Suraci added that the Township's free online payment system for licensing your pet will be available for renewals after January 2nd, at www.hillsborough-nj.org.

Deputy Mayor Suraci reminded residents that they can obtain a Hillsborough Rewards Credit Card through the local Affinity Federal Credit Union branch. Deputy Mayor Suraci added that this credit card is unique because not only do you as the card holder earn rewards, a percentage of the usage on the card is used to fund the Credit Card Grants that are issued twice a year to Township based youth, senior and non-profit organizations.

Committeeman Tomson

Mayor DelCore reported that Committeeman Tomson left a report for Committeeman Burchette to read.

Committeeman Burchette stated that there are some new Recreation Programs For Winter: Basketball Squirts is a Co-Ed Basketball Skills Program for Kindergarteners. Committeeman Burchette noted that this class introduces your child to the fun and exciting sport of basketball. Committeeman Burchette added that players will be taught through a series of fun challenges, structured activities and scrimmages.

Committeeman Burchette said that there is a Smartphone Photography class for youth and adults to explore the art of photography using your smartphone cameras. Committeeman Burchette added that each week, there will be a discussion and review of famous photos, learn about lighting, camera operation and controls, and apply the skills during our weekly photo shoots. Committeeman Burchette noted that at the final class, students can invite their friends and family to the Photo Gallery event!

Committeeman Burchette stated that registration for these and all winter recreation programs is available on the Parks & Recreation website.

Committeeman Burchette informed residents that there will be a Free Rabies clinic for Cats and Dogs on Saturday, January 14th at the Hillsborough Department of Public Works, located at 21 East Mountain Road. Committeeman Burchette added that the clinic will run from 10 am until noon and there is no registration necessary. Committeeman Burchette noted to please be sure to check the website before coming out to ensure that the clinic will be taking place.

Committeeman Burchette stated that the Somerset County Library System announced that starting in 2017, the following branches will be open on Sunday's year round: Bridgewater, Hillsborough and Warren Township. Committeeman Burchette said to please visit the Library's website for any additional information.

Mayor DelCore

Mayor DelCore thanked his colleagues and Township residents for the honor of serving as Mayor for 2016. Mayor DelCore recapped some of the highlights of the past year including, the record snowfall from winter storm Jonas, the warehouse fire in February, keeping the Municipal Budget under the 2% Cap, no change to our tax rate, rebuilding Castle Park, the express bus service from Hillsborough to New York City as well as many awards throughout the year. Mayor DelCore thanked the municipal employees for their hard work and dedication to making Hillsborough one of the Best Places to Live in America. Mayor DelCore also thanked his colleagues for their continued friendship and support.

Mayor DelCore noted that the Township has been in contact with NJDOT regarding the status of the Route 206 bypass. Mayor DelCore said that it is our understanding that the NJDOT will conduct an informational session sometime during the first quarter of 2017 to provide the public an update on the status of the Route 206 by-pass. Mayor DelCore stated that construction is estimated to commence in 2018, with an anticipated completion in 2020. Mayor DelCore said that as a result of the funding of the Transportation Trust Fund we expect this program to be funded again. Mayor DelCore said that as additional information becomes available and once we have the date and other specifics from NJDOT regarding the informational session, we will be sure to provide that information so those interested residents will be aware.

Mayor DelCore informed residents that the Menorah Lighting will be held on Thursday, December 29th at 6pm here are the Municipal Complex.

Mayor DelCore noted that the 2017 Township Reorganization Meeting will be held on Tuesday, January 3rd at 7 pm here in the Court Room.

Mayor DelCore informed residents that Hillsborough Night at the New Jersey Devils is Sunday, February 12th. Mayor DelCore stated that this will be our 3rd time participating in the My Town Series sponsored by the New Jersey Devils and that special ticket promotional pricing is available. Mayor DelCore advised residents to see the flyer in Friday's enewsletter.

Mayor DelCore wished everyone a Merry Christmas and Happy Holidays and a Happy and safe 2017.

PROCLAMATIONS/PRESENTATIONS/APPOINTMENTS

PROCLAMATIONS / APPOINTMENTS

- **Proclamation honoring Gold Award Recipient Amanda Gillette**

WHEREAS, Amanda Gillette is a senior at Hillsborough High School; and

WHEREAS, we, the Hillsborough Township Committee, recognize the many hours Amanda devoted towards earning her Girl Scout Gold Award, working with diligence in order to achieve this highly coveted award; and

WHEREAS, Amanda's Gold Award project Family Reading Garden - "Books to Grow" consisted of collaborating with literacy teachers, Township leaders and the staff of the Hillsborough Parks and Recreation Department to develop a location where families can read together in a natural setting in Hillsborough; and

WHEREAS, *The Reading Garden, located at the Township's Castle Park, supports the concept of family learning and encourages reading from a young age by providing books of varying genres for children as well as adults; and*

WHEREAS, *The Reading Garden's library will continue to grow as readers borrow and share books. It is Amanda's hope that through this cycle an interest in literacy and the joy of reading will blossom for both young and old; and*

WHEREAS, *The Reading Garden's ribbon cutting ceremony was on May 10, 2016 and she received her Gold Award in a formal ceremony at Raritan Valley Community College on June 5, 2016; and*

WHEREAS, *Amanda serves as an example to the youth of Hillsborough Township through her achievements, leadership, and community service, and we are very proud that Amanda is a member of our community.*

NOW, THEREFORE, BE IT PROCLAIMED *that we, the Mayor and the Hillsborough Township Committee, do hereby recognize and extend our sincere congratulations to Amanda Gillette for having earned her Girl Scout Gold Award, an honor for both her and for those who have guided her, and we wish all the best in her future endeavors.*

- **Proclamation honoring the Junior Raider Junior Skyland JV Football Team**

WHEREAS, *the Hillsborough Junior Raider Junior Skyland JV Football Team had another very successful season due to their hard work and dedication; and*

WHEREAS, *the Hillsborough Junior Raider Junior Skyland JV Football Team consisted of Cynthia Amankwaa, Tanner Boczon, Dom Bonsignore, Carson DeRoner, Nick Donnelly, Shane Donoghue, Mike Guiliano, Nikolas Koll, Ryan Leary, Brandon Lobelo, Jonathan Lobelo, Mike Miller, Dom Monsorno, Bryan Nastawa, Gianni Santonastaso, Kevin Shelton, Pierce Skala, Ryan Tasetano, Tyler Vancleef, Charlie Volpe, Nick West, Avery Whitney, and Joey Witcoski; and*

WHEREAS, *the Hillsborough Junior Raider Junior Skyland JV Football Team was led by Head Coach Jim Burke and Assistant Coaches Blair DeRoner, Joe Riccardi, Clint Scala, Sal Volpe, and Ryan West; and*

WHEREAS, *the Hillsborough Junior Raider Junior Skyland JV Football Team won the Junior Skyland Football Championship and has won the Championship four out of the past five years; and*

WHEREAS, *the Hillsborough Junior Raider Junior Skyland JV Football Team finished the season undefeated; and*

WHEREAS, *the Hillsborough Junior Raider Junior Skyland JV Football Team worked well with each other and had fun throughout the season winning 10 games, 7 of which were shut outs, scoring 199 points and allowing only 24 points all season.*

NOW, THEREFORE BE IT PROCLAIMED *that we, the Mayor and the Hillsborough Township Committee, do hereby commend all of the members of the Hillsborough Junior Raider Junior Skyland JV*

Football Team, not only for their amazing season and the championship they have won, but also for their unwavering teamwork, dedication, and sportsmanship throughout the season.

BE IT FURTHER PROCLAIMED that we, the Mayor and Hillsborough Township Committee, further commend the Hillsborough Junior Raider Junior Skyland JV Football Team for the honor they have brought themselves, their team, and our community through their many achievements on and off the field.

- **Proclamation honoring the Junior Raider Junior Skyland Varsity Football Team**

WHEREAS, the Hillsborough Junior Raider Junior Skyland Varsity Football Team had another very successful season due to their hard work and dedication; and

WHEREAS, the Hillsborough Junior Raider Junior Skyland Varsity Football Team consisted of Thomas Amankwaa, Tyler Michinard, Drew Ryan, Jaime Mazuera, Troy Kennedy, Sean Levonaitis, Zack Pryslak, Adam Villano, Anthony Longhitano, Evan Swearengin, Luke Popadiuk, Hunter Jorgensen, Joey Schwarz, Sal Volpe, Scott Bruno, Matt Kent, Dylan Valis, Marc Gulla, Jacob Straz, Ryan Diaz, Aidan Lugo, Ethan McLaughlin, and Kabir Singh; and

WHEREAS, the Hillsborough Junior Raider Junior Skyland Varsity Football Team was led by Head Coach Paul Popadiuk and Assistant Coaches Norm Washington, John Mazuera, Kevin Levonaitis, Paul Michinard, Andy Ryan, Art Villano, Eric McLaughlin and Jacob Patrick; and

WHEREAS, the Hillsborough Junior Raider Junior Skyland Varsity Football Team were the champions for the second year in a row of the Junior Skyland Football Conference; and

WHEREAS, the Hillsborough Junior Raider Junior Skyland Varsity Football Team finished the season Defeating Bridgewater 37-16 in the semi-finals and defeating Basking Ridge 26-14 in the finals; and

WHEREAS, the Hillsborough Junior Raider Junior Skyland Varsity Football Team displayed amazing teamwork and chemistry throughout the season scoring an average of over 31 points per game. Allowing an average of just under 11 points per game.

NOW, THEREFORE BE IT PROCLAIMED that we, the Mayor and the Hillsborough Township Committee, do hereby commend all of the members of the Hillsborough Junior Raider Junior Skyland Varsity Football Team, not only for their amazing season and the championship they have won, but also for their unwavering teamwork, dedication, and sportsmanship throughout the season.

BE IT FURTHER PROCLAIMED that we, the Mayor and Hillsborough Township Committee, further commend the Hillsborough Junior Raider Junior Skyland Varsity Football Team for the honor they have brought themselves, their team, and our community through their many achievements on and off the field.

PRESENTATIONS

- **CERT Recognition - Completion Ceremony**

The following individuals were recognized for completing CERT Training: Mary Decker, Cathy Faerber, CJ Faerber, Pam Borek, Lucy Bush & Everett Smith

NEW BUSINESS

- *None*

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

- *None*

PUBLIC HEARINGS

2016-23 ORDINANCE AUTHORIZING ACCEPTANCE OF POROUS PAVEMENT MAINTENANCE EASEMENT FROM 751 HIGHWAY 206 ASSOCIATES, LLC, FOR THE PROPERTY IDENTIFIED ON THE TAX MAP OF THE TOWNSHIP OF HILLSBOROUGH AS BLOCK 200.02, LOT 13

WHEREAS, on April 7, 2015, the Township of Hillsborough Planning Board adopted a memorializing Resolution approving Application 15-PB-13-SRV, for the property identified on the Tax Map of the Township of Hillsborough as Block 200.02, Lot 13 (“Property”); and

WHEREAS, the Resolution of approval requires the owner of the Property to provide the Township of Hillsborough with a Porous Pavement Maintenance Easement; and

WHEREAS, the Township Attorney has reviewed the attached Porous Pavement Maintenance Easement and finds it 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 hereby accepts the attached Porous Pavement Maintenance Easement; (2) the Mayor and Township Clerk are hereby authorized to execute the Porous Pavement Maintenance Easement on behalf of the Township; (3) the Township Attorney is authorized to record the Porous Pavement Maintenance Easement with the Somerset County Clerk; and (4) this Ordinance shall take effect upon adoption and publication according to law.

Mayor DeCore said that this ordinance allows the Township to accept a maintenance easement pursuant to the Planning Board approval. Mayor DeCore noted that local land and building law only allows a municipality to accept land or interests in land through the adoption of an ordinance. Mayor DeCore added that this has been reviewed and found acceptable by the Township Attorney.

Township Clerk Borek noted that Committeeman Tomson joined the meeting at 7:51 pm.

Upon motion by Committeeman Tomson, seconded by Committeeman Burchette the public hearing was opened.

There being no additional comment, Committeeman Burchette motioned to close the public hearing and adopt Ordinance 2016-23, seconded by Deputy Mayor Suraci and ordinance 2016-23 was adopted upon call of the roll.

INTRODUCTION OF NEW ORDINANCES

- None

CONSIDERATIONS

1. RESOLUTION AUTHORIZING THE HIRING OF SUE CAPOLONGO, TO FILL A VACANCY IN THE HILLSBOROUGH TOWNSHIP'S POLICE DEPARTMENT FOR THE FULL-TIME POSITION OF POLICE RECORDS CLERK, EFFECTIVE DECEMBER 27, 2016 AT A SALARY OF \$32,323.20 PER YEAR

WHEREAS, there exists a vacancy in the Hillsborough Township Police Department for the full-time position of Police Records Clerk; and

WHEREAS, the Chief of Police recommends the hiring of Sue Capolongo to the position of Police Records Clerk, effective December 27, 2016, at a salary of \$32,323.20 per year.

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 Chief of Police is hereby authorized and approved.

Mayor DelCore stated that there exists a vacancy within the Police Department for the position of Police Records Clerk. Mayor DelCore noted that Ms. Capolongo has been a part time floater within the Township since last fall. Mayor DelCore added that Ms. Capolongo has been interviewed and recommended by the Chief of Police to fill this position.

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

2. RESOLUTION ESTABLISHING THE ANNUAL SALARIES AND WAGES OF MUNICIPAL EMPLOYEES

BE IT RESOLVED, by the Township Committee of the Township of Hillsborough that the annual salaries of the following employees listed below are authorized effective January 1, 2017:

Name	Position	Salary
Bertolini, Joanne	Violations Clerk (Court)	\$34,789.65
Colie, Kevin	Public Works Worker	\$57,450.00
Gilleece, Danielle	Services Division Clerk (Police)	\$35,662.20
Gonzalez, Ernesto	Public Works Worker	\$57,450.00
Nill, Ron	Public Works Worker	\$66,463.00
Padgett, Debora	Office Administrator (Planning)	\$54,038.00
Perlman, Richard	Building Sub-Code Official	\$93,725.00

Raczynski, Donna	Secretary (Tax Assessor)	\$53,830.00
Trimmer, Kyle	Public Works Worker	\$57,450.00

Mayor DelCore noted that each year, based on their labor contract, members of the AFSCME union are selected to receive merit increases and new this year members of Teamsters 469 are also selected. Mayor DelCore added that the Compensation Committee votes on these individuals based on recommendations and personnel evaluations. Mayor DelCore said this resolution authorizes those increases.

Mayor DelCore commended these employees for being recognized for their excellent work.

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

3. RESOLUTION AUTHORIZING THE PURCHASE OF TWO (2) REPLACEMENT MARKED POLICE VEHICLES AND ONE (1) PICKUP TRUCK FROM BEYER FORD, AT AN AMOUNT NOT TO EXCEED \$97,000.00, THROUGH THE CRANFORD POLICE COOPERATIVE PRICING SYSTEM

WHEREAS, Hillsborough's Police Chief has recommended the continuation of the Township's vehicle replacement program, through the replacement of two marked police vehicles and one pickup truck in order to maximize effectiveness of the Patrol Division for the protection of the community; and

WHEREAS, the Police Chief further recommends the three vehicles be purchased from Beyer Ford, at a total cost of \$70,000.00 for two (2) Ford Police Interceptor Sedans and \$27,000.00 for one (1) Ford pick-up through the Cranford Police Cooperative Pricing System (Contract #47-CPCPS); and

WHEREAS, the replaced marked vehicles will be used to replace three (3) aging administrative vehicles in the fleet and these aging administrative vehicles will be turned over to the Director of Public Works or placed on auction by the Township; and

WHEREAS, the Township of Hillsborough is a member of the Cranford Cooperative Pricing System which, under the authority of N.J.S.A. 40A:11-10, seeks competitive bids for police vehicles on behalf of member municipalities; and

WHEREAS, \$54,000.00 of the \$97,000.00 for this purchase is coming from the 2016 Safe Corridors Grant and the remaining \$43,000.00 will be funded through the 2016 Municipal Budget; and

WHEREAS, these 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, that it hereby authorizes and approves the purchase of two (2) replacement marked police vehicles and one (1) pickup from Beyer Ford, at a cost not to exceed \$97,000.00, through the Cranford Cooperative Pricing System (Contract #47-CPCPS)

Mayor DelCore said that the purchase of these vehicles continues the Police vehicle replacement program that is run each year.

Deputy Mayor Suraci noted that new police cars aren't purchased each year just to purchase them. Deputy Mayor Suraci stated that this is to replace broken down cars in order to keep our fleet running smooth.

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

4. RESOLUTION APPROVING AGREEMENT BETWEEN THE TOWNSHIP OF HILLSBOROUGH AND THE SOMERSET COUNTY YMCA-HILLSBOROUGH BRANCH FOR THE HILLSBOROUGH SENIOR CITIZEN EXERCISE WELLNESS PROGRAM

WHEREAS, over the years the Township provided an exercise wellness program for Hillsborough senior citizens consisting of exercise classes at the Municipal Building; and

WHEREAS, in 2014 the Township and the Somerset County YMCA - Hillsborough Branch ("YMCA") entered into an agreement to provide a more comprehensive exercise wellness program through the YMCA for the benefit of Hillsborough senior citizens; and

WHEREAS, due to the success of the exercise wellness program the Township and YMCA seek to renew the program for 2017 upon the terms and conditions set forth in the Agreement attached hereto in an amount not to exceed \$21,700.00; and

WHEREAS, the Chief Finance Officer of the Township has certified that sufficient funds are available for this Agreement as set forth in the certification attached hereto.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the attached Agreement between the Township of Hillsborough and the Somerset County YMCA – Hillsborough Branch for the Hillsborough Senior Citizen Exercise Wellness Program is hereby approved and the Mayor and the Township Clerk are authorized to execute the Agreement.

Mayor DelCore noted that this resolution renews the agreement with the YMCA to provide exercise services and supplemental benefits through the Senior Exercise Program. Mayor DelCore added that our senior community is a very important and vital part of our Township and it is important to renew this agreement to maintain this well attended program.

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

5. RESOLUTION AUTHORIZING THE AWARD OF A THREE (3) YEAR CONTRACT TO ST. HUBERT'S GIRALDA FOR ANIMAL CONTROL SERVICES IN AN AMOUNT NOT TO EXCEED \$103,885.20 PER YEAR EFFECTIVE JANUARY 1, 2017

WHEREAS, pursuant to N.J.S.A. 40A:11-4.1(r), the Township Committee adopted a resolution authorizing the Township Qualified Purchasing Agent to use the competitive contracting process for the procurement of animal control services for the Township of Hillsborough; and

WHEREAS, pursuant to N.J.S.A. 40A:4-5, the Qualified Purchasing Agent evaluated the proposals received in accordance with the methodology described in the request for proposals and has submitted such evaluation and recommendation to the Township Committee for consideration; and

WHEREAS, the Qualified Purchasing Agent indicates that St. Hubert's Giralda was the only entity to submit a valid response to the request for proposals; and

WHEREAS, the Qualified Purchasing Agent recommends a three (3) year contract be awarded to St. Hubert's Giralda for the provision of animal control services for the Township of Hillsborough in an amount not to exceed \$103,885.20 per year for the period January 1, 2017 to December 31, 2019; and

WHEREAS, funds shall be made available for said contract as certified 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 are hereby authorized to execute a contract with St. Hubert's Giralda for a three (3) year contract for Animal Control Services in an amount not to exceed \$103,885.20 per year for the period January 1, 2017 to December 31, 2019.

Mayor DelCore stated that St. Hubert's has provided dog catcher and dog pound services for the Township for many years. Mayor DelCore added that this resolution authorizes an agreement for the next three years, resulting in a cost savings of nearly \$67,000 over the course of the 3 year contract. Mayor DelCore noted that for the Township to hire personnel and construct a holding facility and operate such a program, the cost would be far beyond the costs in the St. Hubert's proposal.

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

6. RESOLUTION AUTHORIZING CME ASSOCIATES TO PROVIDE ADDITIONAL SITE INVESTIGATION SERVICES FOR BLOCK 86, LOT 21 AND BLOCK 90, LOT 6.01 AS THEY RELATE TO THE TOWNSHIP'S AFFORDABLE HOUSING PLAN, AND IN ACCORDANCE WITH THE TECHNICAL REQUIREMENTS FOR SITE REMEDIATION (N.J.A.C. 7:26E) IN A TOTAL AMOUNT NOT TO EXCEED \$41,360.00

WHEREAS, the Township is in need of additional site investigation services for Block 86, Lot 21 and Block 90, Lot 6.01, as they relate to the Township's Affordable Housing Plan and in accordance with the Technical Requirements for Site Remediation (N.J.A.C. 7:26E); and

WHEREAS, pursuant to the contract for professional services awarded by the Township to CME Associates through the Fair and Open procurement process (N.J.S.A. 19:44A-20.4-5 et seq.) appointing CME Associates as the Professional Planning Consultant for Affordable Housing, CME Associates prepared a proposal dated December 13, 2016, to conduct an additional site investigation in an amount not to exceed \$41,360.00; 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, that CME Associates is authorized to conduct an additional site investigation for Block 86, Lot 21 and Block 90, Lot 6.01 as they relate to the Township's Affordable Housing Plan and in accordance with the Technical Requirements for Site Remediation (N.J.A.C. 7:26E) in an amount not to exceed \$41,360.00 pursuant to their contract with the Township and the proposal submitted on December 13, 2016.

Mayor DelCore noted that this resolution authorizes CME to provide environmental assessment of the above mentioned property as part of our Affordable Housing Plan.

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

CONSENT AGENDA

1. RESOLUTION ESTABLISHING THE 2017 HOLIDAY SCHEDULE

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the Holiday Schedule for January, 2017 through December, 2017 (pursuant to collective bargaining agreements and Township Code, Chapter 89-9), is as follows:

New Year's Day (Observed)	Monday	January 2, 2017
M.L.King's day	Monday	January 16, 2017
Presidents' Day	Monday	February 20, 2017
Good Friday	Friday	April 14, 2017
Memorial Day	Monday	May 29, 2017
Independence Day	Tuesday	July 4, 2017
Labor Day	Monday	September 4, 2017
Columbus Day	Monday	October 9, 2017
Veterans Day (Observed)	Friday	November 10, 2017
Thanksgiving	Thursday	November 23, 2017
Thanksgiving Friday	Friday	November 24, 2017

Christmas Day	Monday	December 25, 2017
Christmas Eve (Observed)	Tuesday	December 26, 2017
New Year's Day	Monday	January 1, 2018

2. RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY IN A SAFE AND SECURE COMMUNITIES PROGRAM ADMINISTERED BY THE DIVISION OF CRIMINAL JUSTICE, DEPARTMENT OF LAW AND PUBLIC SAFETY

WHEREAS, the Hillsborough Township Police Department wishes to apply for a project under the Safe and Secure Communities Program; and

WHEREAS, the Township Committee has reviewed the application and has approved said request; and

WHEREAS, the project is a joint effort between the Department of Law and Public Safety and the Township of Hillsborough Police Department, for the purposes described in the application.

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 Police Department is authorized to participate with the Department of Law and Public Safety in the Safe and Secure Communities Program.
2. The Attorney General of New Jersey will receive funds on behalf of the Township.
3. The Division of Criminal Justice shall be responsible for the receipt and review of applications for said funds.
4. The Division of Criminal Justice shall initiate allocations to the Township as authorized by law.

3. RESOLUTION GRANTING PERMANENT EMPLOYEE STATUS TO BRIAN STAATS IN THE HILLSBOROUGH TOWNSHIP PARKS DEPARTMENT, EFFECTIVE DECEMBER 20, 2016

WHEREAS, Brian Staats was hired as a Public Works Worker I in the Hillsborough Township Parks Department on June 15, 2016; and

WHEREAS, the Director of Parks, Recreation and Social Services certifies that Mr. Staats has performed his duties and assignments in a capable and competent manner; and

WHEREAS, having qualified for regular employee status during the six-month probationary period, the Director of Parks, Recreation and Social Services recommends that regular employee status be conferred upon Mr. Staats effective December 20, 2016.

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 Parks, Recreation and Social Services be and hereby is accepted and approved.

4. RESOLUTION ACCEPTING VERIFICATION CERTIFICATE FOR SURETY BOND 674013885 ISSUED BY LIBERTY MUTUAL INSURANCE COMPANY FOR UNITED TELEPHONE COMPANY OF NEW JERSEY, INC. / CENTURYLINK FOR ROAD OPENING PERMITS IN THE AMOUNT OF \$5,000.00

WHEREAS, United Telephone Company of New Jersey, Inc. / CenturyLink, in accordance with the terms of the Code of the Township of Hillsborough, Chapter 259 "Street and Sidewalks" Subsection 4-G has submitted a Verification Certificate for Surety Bond 674013885 issued by Liberty Mutual Insurance Company in the required amount of \$5,000.00; and

WHEREAS, this is a general performance guarantee for the continuous stream of road opening permits that are processed for United Telephone Company of New Jersey, Inc. / CenturyLink each year; and

WHEREAS, the Assistant Township Engineer recommends the Township Committee accept the Verification Certificate for Surety Bond 674013885 issued by Liberty Mutual Insurance Company in the amount of \$5,000.00.

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 Assistant Township Engineer be and hereby is accepted and approved.

5. RESOLUTION APPROVING REQUEST FROM COUNTRY CLASSICS AT BELLE MEAD FOR RELEASE OF CASH BOND IN THE AMOUNT OF \$6,225.00 FOR LANDSCAPING

WHEREAS, a request has been received from Country Classics at Belle Mead for release of cash bond in the amount of \$6,225.00 for landscaping; and

WHEREAS, the Assistant Township Engineer certifies that all work has been satisfactorily completed; and

WHEREAS, the Assistant Township Engineer recommends the Township Committee take action to release the \$6,225.00 cash bond that was posted for landscaping.

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 Assistant Township Engineer be and hereby is accepted and approved.

6. RESOLUTION AUTHORIZING THE TOWNSHIP QUALIFIED PURCHASING AGENT TO ADVERTISE FOR BIDS FOR THE REMOVAL AND REPLACEMENT OF A 30,000 FIBERGLASS UST FIRE CISTERN AT 9 DEER PATH

WHEREAS, it has been determined that the existing fire cistern located at 9 Deer Path cannot be repaired and is in need of replacement; and

WHEREAS, public water is not available to service this development thus the replacement of the fire cistern is necessary.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Township Qualified Purchasing Agent is hereby authorized to advertise for bids for the the removal and replacement of the 30,000 fiberglass UST fire cistern at 9 Deer Path.

7. RESOLUTION AUTHORIZING THE TOWNSHIP QUALIFIED PURCHASING AGENT TO RE-SOLICIT REQUESTS FOR PROPOSALS THROUGH THE FAIR AND OPEN SELECTION PROCESS FOR PROFESSIONAL SERVICES FOR 2017

WHEREAS, beginning January 1, 2006, all municipalities began operating under the “New Jersey Local Unit Pay to Play” law, Public Law 2004, Chapter 19 (N.J.S.A. 19:44A-20.4-5 et seq); and

WHEREAS, each municipality was subsequently required to choose a method for selection of professionals who will be paid \$17,500 or more during the course of a year; and

WHEREAS, the Hillsborough Township Committee has chosen the Fair and Open process for the selection of professionals, which requires the public solicitation on the Township’s website of a request for proposal from any interested party for the various professional services and the Township Committee intends to use the process again in 2017; and

WHEREAS, the Township Committee sought proposals for the following positions on December 14, 2016 for which no proposals were received:

- Planning Board Alternate Engineer
- Board of Adjustment Alternate Engineer
- Affordable Housing Planning Consultant
- Administration of Hillsborough Pointe Rental Project
- Administration of Hillsborough Township Home Improvement Program

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Township Qualified Purchasing Agent is hereby authorized to re-solicit Requests for Proposals through the Fair and Open Selection Process for the above listed positions for 2017.

8. RESOLUTION AUTHORIZING THE TOWNSHIP QUALIFIED PURCHASING AGENT TO USE THE COMPETITIVE CONTRACTING PROCESS FOR THE PROCUREMENT OF EMERGENCY MEDICAL SERVICES TO BE PERFORMED WITHIN THE TOWNSHIP OF HILLSBOROUGH FOR A TERM NOT TO EXCEED FIVE (5) YEARS

WHEREAS, emergency medical services are currently provided within the Township of Hillsborough by Hillsborough Emergency Medical Services / Hillsborough Rescue Squad; and

WHEREAS, the Township contracted with Fitch & Associates to perform an assessment of emergency medical services within the Township of Hillsborough; and

WHEREAS, based on the assessment performed by Fitch & Associates, the Township Committee believes it is in the best interests of the residents of the Township to solicit bids through the competitive contracting process for the future provision of emergency medical services within the Township of Hillsborough; and

WHEREAS, pursuant to N.J.S.A. 40A:11-4.1(f), competitive contracting may be used by a municipality in lieu of public bidding for the procurement of emergency medical services; and

WHEREAS, pursuant to N.J.S.A. 40A:11-4.3, in order to initiate the competitive contracting process the governing body must pass a resolution authorizing its use; and

WHEREAS, the Township Committee finds it to be in the best interests of the Township to authorize the Township Qualified Purchasing Agent to use the competitive contracting process for the procurement of emergency medical services to be performed within the Township of Hillsborough for a term not to exceed five (5) years.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Township Qualified Purchasing Agent is hereby authorized to use the competitive contracting process for the procurement of emergency medical services to be performed within the Township of Hillsborough for a term not to exceed five (5) years.

9. RESOLUTION APPOINTING ST. HUBERT ANIMAL CONTROL OFFICER, PAM FYFE, AS ANIMAL CRUELTY INVESTIGATOR FOR THE TOWNSHIP OF HILLSBOROUGH, ON AN AS NEEDED BASIS, AT A RATE OF \$20.00 PER HOUR

WHEREAS, there exists the need to have an Animal Cruelty Investigator within the Township to act on complaints of animal cruelty should they arise; and

WHEREAS, Pam Fyfe is a certified animal cruelty investigator; and

WHEREAS, the Health Officer has recommended appointment of Pam Fyfe to the position of Animal Cruelty Investigator, on an as needed basis, as a rate of \$20.00 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 Health Officer is hereby authorized and approved.

10. RESOLUTION AUTHORIZING TUITION REIMBURSEMENT TO OFFICER JACK HOWARD FOR COMPLETION OF "INTRODUCTION TO COMPUTER NETWORK SECURITY" OFFERED THROUGH FAIRLEIGH DICKINSON'S ADMINISTRATIVE SCIENCE PROGRAM, IN THE AMOUNT OF \$1,699.26, PURSUANT TO ARTICLE XVIII OF THE CURRENT PBA CONTRACT

WHEREAS, it is the policy of the Township of Hillsborough to encourage continuing education on the part of full-time employees for the purpose of enabling them to better perform in their jobs and to better prepare them in the event of an opportunity for advancement and promotion within the Township; and

WHEREAS, financial assistance for education is outlined in Article XVIII of the current PBA contract; and

WHEREAS, Officer Howard has successfully completed the “Introduction to Computer Network Security” course through Fairleigh Dickinson’s Administrative Science program; and

WHEREAS, Officer Howard has requested consideration under the Township’s Educational Assistance provisions.

WHEREAS, the Chief of Police has requested favorable consideration of Officer Howard’s request for financial reimbursement of seventy-five percent (75%) of the \$2,265.68 cost incurred for a total of \$1,699.26.

11. RESOLUTION AUTHORIZING OFFICER JACK HOWARD TO ENROLL IN “MALWARE INVESTIGATIONS” COURSE TOWARDS HIS MASTER’S DEGREE IN ADMINISTRATIVE SCIENCE TO BE ELIGIBLE FOR TUITION REIMBURSEMENT OF SAID COURSE ONCE IT HAS BEEN SUCCESSFULLY COMPLETED, PURSUANT TO ARTICLE XVIII OF THE CURRENT PBA CONTRACT

WHEREAS, it is the policy of the Township of Hillsborough to encourage continuing education on the part of full-time employees for the purpose of enabling them to better perform in their jobs and to better prepare them in the event of an opportunity for advancement and promotion within the Township; and

WHEREAS, financial assistance for education is outlined in Article XVIII of the current PBA contract; and

WHEREAS, Officer Jack Howard is requesting authorization to take “Malware Investigations” course towards his Master’s Degree in Administrative Science; and

WHEREAS, Officer Howard has requested consideration under the Township’s Educational Assistance provision upon successful completion of the aforementioned course; and

WHEREAS, the Chief of Police has requested favorable consideration of Officer Howard’s request for financial reimbursement of seventy-five percent (75%) of the cost incurred upon successful completion of the class.

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 Chief of Police is hereby accepted and approved.

Upon the motion of Committeeman Burchette seconded by Committeewoman McCauley, the Consent Agenda was unanimously approved upon call of the roll.

CLAIMS LIST

Mayor DelCore asked to approve Claims List 2016-24.

Upon the motion of Committeeman Burchette seconded by Committeeman Tomson, Claims List 2016-24 was unanimously approved upon call of the roll.

ADJOURNMENT

Upon motion by Deputy Mayor Suraci, seconded by Committeewoman McCauley, the meeting duly adjourned at 8:23 pm. Said motion was carried unanimously upon voice vote.

Attested:

Pamela Borek
Township Clerk