

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 May 23, 2017.

Upon call of the roll, the following Committee members were recorded present: Committeeman Doug Tomson, Deputy Mayor Gloria McCauley and Mayor Carl Suraci. Also in attendance were Township Administrator Anthony Ferrera, Township Clerk Pamela Borek, Township Attorney William Willard and Chief Financial Officer Nancy Costa. Committeeman Gregory Burchette and Committeeman Frank DelCore were noted as absent.

**SALUTE TO THE FLAG  
MOMENT OF SILENCE**

Mayor Suraci 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 May 23, 2017.

**APPROVAL OF MINUTES**

- *Approval of the May 9, 2017 Regular Session Meeting Minutes*

Upon a motion by Committeeman Tomson, seconded by Deputy Mayor McCauley, and abstained by Mayor Suraci, the minutes of the May 9, 2017 Regular Session were approved upon the call of the roll.

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

**Committeeman Tomson**

Committeeman Tomson stated on behalf of Committeeman Burchette to save the date of Wednesday, June 7th from 8:30 am until 10:30 am for the Hillsborough Business Association 2017 Business Summit. The Summit is an informational networking session in which Township Professionals are available to discuss current town policies and procedures in order to help businesses operate effectively. Registration details coming soon.

Committeeman Tomson advised there are still some limited dates available for the Annual Hillsborough Township Clean Up at the Auten Road Facility.

Committeeman Tomson reminded residents the Somerset Elks are hosting their 4th Annual Flag Day event on Saturday, June 10th. Details can be found on the Community Calendar and the enews.

Committeeman Tomson reported summer recreation camp registration remains open. Register by June 1st to avoid the late fee. Details and registration information can be found on the Township website.

Committeeman Tomson stated the Library will be closed on Monday, May 29th in observance of Memorial Day.

**Deputy Mayor McCauley**

Deputy Mayor McCauley stated on behalf of Committeeman DelCore that the Public Safety Click it or Ticket campaign is underway. From May 23rd through June 5th, police officers will be stepping up enforcement to crack down on motorists not wearing their seatbelts. This program is sponsored by the Click It or Ticket Mobilization program. New Jersey Seat Belt Laws N.J.S.A. 39:3-76.2 and 39:3-76.2a requires all passengers regardless if they are sitting in the front or rear seat to wear a properly adjusted fastened seat belt or utilize the appropriate child passenger restraint system.

Deputy Mayor McCauley reported residents who participated in the Shop Hillsborough program will see a credit on their August tax bill. Tax bills will be mailed by the 2nd week of July.

Deputy Mayor McCauley reminded residents that Saturday, June 3rd the Annual Green Living and Wellness Fair will be held in conjunction with the Hillsborough YMCA HOP 5K.

Deputy Mayor McCauley also reminded residents for the upcoming graduation/summer party season- parents who host lose the most. Don't be a party to underage drinking. More information can be found on the Township website.

Deputy Mayor McCauley reported that the Municipal Alliance will be providing a free workshop for parents and youth serving professionals on Tuesday, June 20th from 6-8 pm here at the Municipal Building. The topic is Current Trends: Opiates and Marijuana.

**Mayor Suraci**

Mayor Suraci reminded residents of the Memorial Day commemorative program which will kick off with the 'Salute to Veterans' Breakfast at the Peter J. Biondi Municipal Building at 7:30 a.m., followed by the Memorial Day Parade which will begin at 10:30 a.m. at the intersection of Auten and Triangle Roads. The Salute to Veterans Breakfast will be held May 27th rain or shine. Please visit the Recreation Department to register for the breakfast.

Mayor Suraci reported the Somerset County Election Board is hiring voters to serve as poll workers for the 2017 Elections. Training is provided prior to every Election and poll workers are paid \$200 per Election. For more information call 908-231-7086. The next training class is being offered on Wednesday, May 31st 6pm to 8pm at 40 N. Bridge Street, Somerville, NJ 08876.

Mayor Suraci reminded residents that the new Community Events Calendar has been released. Events will no longer be posted individually in the Mayor's eNewsletter, but will instead be placed in one central, easily accessible location on the Township's website. Mayor Suraci announced June 6th is the Primary Election. Polls open at 6am until 8pm. Residents should refer to their sample ballot for polling locations.

**PROCLAMATIONS/PRESENTATIONS/APPOINTMENTS**

## PRESENTATIONS

- ***Credit Card Grant Presentations***

Township Clerk Pamela Borek invited members of the Credit Card Federal Credit Union Committee, for the Grant Award presentations. Township Clerk Pamela Borek thanked Affinity for continuing with the program and The Affinity Credit Card Advisory Board members for the work they do to ensure the reward money is going back to the community. The following organizations were awarded grants:

- o *Hillsborough Dukes*
- o *Hillsborough Band Parents Association*
- o *Hillsborough Baseball League*
- o *GiGi's Playhouse*
- o *Hillsborough Rockettes & Rocket*
- o *Senior Chapter B*
- o *Hillsborough Junior Raiders*
- o *Girl Scout Troop HNJ*

- ***Certificate Presentation for REACH Interns***

Mayor Suraci thanked the interns that participated in the REACH Program.

- ***Presentation of Atoms RCers donation to the Hillsborough CAN***

Mayor Suraci stated the Atoms RCers make a donation each year to the Hillsborough Community Assistance Network.

## PROCLAMATIONS

- **Proclamation honoring the 2016-2017 Hillsborough High School Girls Swim Team**

*WHEREAS, the 2016-2017 Hillsborough High School Girls Swim Team had a very successful season because of their hard work and dedication; and*

*WHEREAS, the 2016-2017 Hillsborough High School Girls Swim team under the direction of Head Coach Todd Sudol and Assistant Coach Adele Morgan is comprised of Megan Bull, Sompurna Choudhury, Alyssa Cseh, Casey Kenny, Anushka Khanna, Palak Shah, Amanda Simon, Monica Stamler, Samantha Bobinski, Jessica D'Agostino, Rachel Karan, Catherine Nguyen, Liliana Passalacqua, Danice Pe Benito, Tara Reddy, Elena Soisson, Alexandra Temple, Meghan Tevnan, Ashley Yang, Jordan McChesney, Sankya Parvatrao, Haley Tevnan, Nicole Zou, Katelyn Battagliese, Emily Buisson, Marissa Choe, Gabriella Dudajek, Mae Kinst, Emma McLaughlin, Aditi Nigam, Cassidy Scillitani, Sydney Tran, Skylar Ward who helped the team reach exceptional achievements; and*

*WHEREAS, the Hillsborough High School Girls Swim Team won their 2nd straight Central Jersey State Sectional Championship finishing the season with a record of 10 wins, 2 losses; and*

*WHEREAS, the following senior girls also earned NISCA "Academic All-American Awards" for having a GPA of at least 3.75 or higher: Megan Bull, Monica Stamler, Anushka Khanna, and Sompurna*

*Choudhury; and*

**WHEREAS**, Megan Bull (senior & co-captain) broke two school records this season: 200 freestyle & 100 breaststroke. Megan now currently holds a total of 4 school records: 200 Individual Medley, 200 Freestyle, 500 Freestyle, and the 100 Breaststroke. Megan was also crowned "Somerset County Champion" this season in the 200 Individual Medley & crowned "Skyland Conference Champion" in the 100 Breaststroke. Megan will swim for William & Mary College.

**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 High School Girls Swim 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, further commend the Hillsborough High School Girls Swim Team for the honor that they have brought to themselves, their team and our community through their many achievements.

- **Proclamation honoring the 2017 Hillsborough High School RoboRaiders Team 75**

**NOW, THEREFORE, BE IT PROCLAIMED** that we, the Mayor and Township Committee of the Township of Hillsborough, do hereby commend the Hillsborough High School RoboRaiders Team not only for their successes in several competitions, but for their hard work and dedication in creating award winning robots and having a strong passion for their love of Robotics.

**BE IT FURTHER PROCLAIMED**, that we, the members of the Hillsborough Township Committee, commend the Hillsborough High School RoboRaiders Team 75 for for the honor that they have brought to themselves **WHEREAS**, the 2017 Hillsborough High School RoboRaiders Team 75 had a very successful season because of their hard work and dedication; and

**WHEREAS**, the 2017 Hillsborough High School RoboRaiders competed against 39 teams at Mt. Olive High School to advance to the finals and were Event Finalist and Engineering Inspiration Winners; and

**WHEREAS**, the 2017 Hillsborough High School RoboRaiders were Event Winners at the Montgomery District Event; and

**WHEREAS**, the 2017 Hillsborough High School RoboRaiders received the Engineering Inspiration award at the Mid-Atlantic District Championship and were 8th Seed Alliance Captains during elimination matches at World Championships; and

**WHEREAS**, Diana Voronin was recognized as one of four Dean's List Finalists in the Mid-Atlantic Region, an award for exemplary students in their Region; and

**WHEREAS**, the 2017 Hillsborough High School RoboRaiders Team 75 was led by teacher advisor Christos Papadopoulos, student leaders Christopher Rothmann and Madie Vailhe and consisted of team members Vishakha Agarwal, Gautam Agarwal, Atiq Ahsan, Shibi Balamurugan, Nicholas Baldwin, Ryan Barry, Jarod Bisnar, Eli Capotorto, Ana Caro Del Castillo, Adam Casto, William Chen, Farhan Chhipa, Ryan Coiley, Jared Constantine, Marissa Creelman, Nikhil Damle, Mishti Das, Nicholas DeFilippo, Karan Desai, Nikhil Deshmukh, Dimitri Duma, Nathaniel Endick, Matt Fodera, Alison Fong, Shivam Gandhi, Hasan Hamad, Nikitha Harikumar, Shawn Hauss, Esmeralda Herrera-Dolores, Samuel

*Hoffman, Mrigank Jain, Abby Johnstone, Sreevenkata Kambhampati, Chris Keller, Sean Kile, Chad Lape, Daniel Lee, Alex Li, Ryan Lipper, Katrina Liu, Teresa Liu, Alicia Liu, Anastasia Liu, Rijul Newalkar, Evan Obenauer, Jay Parikh, Danice Marriel Pe Benito, Smruti Rajpara, Arya Rao, Nikhil Reddy, Matt Reyes, Amanda Richardson, Alex Robuck, Chris Rothmann, Zachary Seery, Nirmal Sekher, Neel Shah, Leonard Shapiro, Shrish Shenoy, Jon Snyder, Manasi Soman, David Spinrad, Lokraj Srinivasan, Alex Stadnitski, Brian Sun, Sonia Swami, Lamiah Syed, Samir Tripathy, Nihar Trivedi, Madeline Vailhe, Diana Voronin, Liam Waddleton, John Walsh, Justin Wirzman.*

*s, their team and the Township of Hillsborough through their many achievements.*

## **APPOINTMENTS**

### **1. RESOLUTION AUTHORIZING THE HIRING OF RICHARD TICHENOR, III AND PEDRO DAVID VELEZ AS POLICE OFFICERS IN THE HILLSBOROUGH TOWNSHIP POLICE DEPARTMENT.**

**WHEREAS**, there exists two (2) vacancies in the position of Police Officer in the Hillsborough Township Police Department; and

**WHEREAS**, the Chief of Police and the Police Committee have conducted a detailed examination of the top candidates; and

**WHEREAS**, the Chief of Police recommends that Richard Tichenor, III be hired as Police Officer in the Hillsborough Township Police Department at an annual salary of \$47,624.00, effective on May 24, 2017; and

**WHEREAS**, the Chief of Police recommends that Pedro David Velez be hired as a Police Officer in the Hillsborough Township Police Department at an annual salary of \$41,715.00, effective on May 24, 2017.

**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 Police Chief are hereby accepted and approved.

Mayor Suraci stated there exists vacancies within the Police Department in the position of Police Officer. Mr. Tichenor and Mr. Velez have been interviewed and recommended to fill said vacancies.

Mayor Suraci congratulated the new officers.

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

## **NEW BUSINESS**

- Mayor Suraci passed along his condolences to Committeeman Burchette on the sudden loss of his mother that afternoon.

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

- Harry Burke, 2 Sebring Road stated he was following up on a request from a resident last week about Hillsborough getting designated as a sanctuary city. Deputy Mayor McCauley responded that she is researching the issue, reviewing documents provided at the May 9th meeting and will meet with the Township Committee to discuss.

- Meryl Bisberg, 4 Hickory Hill Road asked about Township minutes being posted online in that it appears they stop in January 2017. Township Clerk Pamela Borek apologized stating the minutes should be posted and would get right on it.

**PUBLIC HEARINGS**

**2017-04**

**ORDINANCE TO EXCEED THE 2017 MUNICIPAL BUDGET  
APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK  
(N.J.S.A. 40A:4-45.14)**

**WHEREAS**, the Local Government Cap Law, N.J.S.A. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.0% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

**WHEREAS**, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriations and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

**WHEREAS**, the Township Committee finds it advisable and necessary to increase its CY 2017 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

**WHEREAS**, the Township Committee hereby determines that a 3.5% increase in the budget for said year, amounting to \$893,327.65 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

**WHEREAS**, the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as a cap exception to final appropriation in either of the next two succeeding years;

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, a majority of the full authorized membership of the Township Committee affirmatively concurring, that in the CY 2017 budget year, the final appropriations of the Township of Hillsborough shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5%, amounting to \$893,327.65 and that the CY 2017 municipal budget for the Township of Hillsborough be approved and adopted in accordance with this ordinance; and

**BE IT FURTHER ORDAINED**, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Mayor Suraci stated as indicated when this ordinance was introduced, under state budget law the unused portion of the appropriations cap, which is different than the tax levy cap, may be reserved to be available

in the next two years. Each year since 2002 Hillsborough has been able to reserve some funds in the cap bank. The cap bank has no impact on taxes.

Upon motion by Deputy Mayor McCauley, seconded by Committeeman Tomson, to open the public hearing, the resolution was unanimously approved upon call of the role.

Upon motion by Committeeman Tomson, seconded by Deputy Mayor McCauley, the public hearing was closed and Ordinance 2017-04 was adopted and unanimously approved upon call of the role.

### INTRODUCTION OF NEW ORDINANCES

None.

### CONSIDERATIONS

#### 1. RESOLUTION AUTHORIZING THE 2017 MUNICIPAL BUDGET TO BE READ BY TITLE ONLY

**WHEREAS**, pursuant to N.J.S.A. 40A:4-8, the municipal budget as advertised may be read by its title at the public hearing provided a complete copy of the approved budget, as advertised, is made available for public inspection in the free public library, if any, of the municipality and in the free county libraries or regional libraries located in the municipality and is made available to each person requesting the same at least one week prior to the date of the public hearing and during the public hearing; and

**WHEREAS**, the Township Committee of the Township of Hillsborough hereby determines that the above conditions have been met.

**NOW, THEREFORE, BE IT RESOLVED** that the 2017 municipal budget shall be read by title only.

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

#### 2. RESOLUTION ADOPTING THE 2017 MUNICIPAL BUDGET

**WHEREAS**, the 2017 Municipal Budget was introduced and approved by the Hillsborough Township Committee on April 25, 2017 at a regularly scheduled Township Committee meeting; and

**WHEREAS**, the Public Hearing for the 2017 Municipal Budget was held on May 23, 2017, at a regularly scheduled Township Committee meeting, at which said budget was read by title only.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the 2017 Hillsborough Municipal Budget totaling \$28,954,044.00 is hereby adopted and that two certified copies of the same be forwarded to the Director of the Division of Local Government Services and a certified copy of the same be forwarded to the Somerset County Board of Taxation.

Deputy Mayor McCauley stated this is the 7th consecutive year that the budget has come in below the 2% tax levy cap, receiving no additional state aid.

Mayor Suraci stated he echoed Deputy Mayor McCauley's sentiments and reiterated the financially responsible budget has come below the 2% cap. This has been the practice in Hillsborough and saves the taxpayers \$194,000. Mayor Suraci explained for residents whose property has not appreciated in value there will be no increase in the municipal portion of the tax bill.

Jane Staats, Devonshire Court stated she was concerned about the sustainability of the budget as well as some services.

Committeeman Tomson responded to Ms. Staats concerns.

Mayor Suraci stated Hillsborough gets no state aid and the Township has to prioritize.

Harry Burke stated his concerns regarding the budget and reduced services.

Deputy Mayor McCauley stated she that no services have been cut that residents expect.

Mayor Suraci stated in conclusion Hillsborough is lowest spent per capita which is a measure of efficiency for a municipality.

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

### **3. RESOLUTION ESTABLISHING THE ANNUAL SALARIES & WAGES OF MUNICIPAL EMPLOYEES**

**BE IT RESOLVED**, by the Township Committee of the Township of Hillsborough that the annual salaries of the following employees are to be adjusted as listed below, effective January 1, 2017.

<b>Name</b>	<b>Position</b>	<b>Base Salary</b>
Belnay, Glen	Health Officer	130,036.00
Besser, Mark	Police Lieutenant	146,674.00
Blaney, Debra	Tax Assessor	95,224.00
	Commercial Assessment Stipend	15,282.00
Borek, Pamela	Township Clerk	89,766.00
Boyle, Charles	Police Lieutenant	146,674.00
Borngesser, Dianne	Assistant to Township Clerk	59,064.00
	Stipend	1,000.00
Bush, Lucia	Admin. Secretary to Police Chief	60,662.00
Carr, Michael	Director of Environmental Programs	77,682.00



Costa, Nancy	CFO/Tax Collector/QPA	125,700.00
Crossen, April	Deputy Treasurer/Tax Collector	61,122.00
Crossen, John	Parks Supervisor	75,199.00
Davenport, Daniel	Asst Public Works Supervisor	72,199.00
Decker, Mary	Secretary to Mayor & Admin. Stipend	42,130.00 2,000.00
Dunne, Griffin	Assistant Director of Recreation	55,744.00
Faerber, Cathy-Jean	Assistant Director of Social Services	54,157.00
Ferrera, Anthony	Administrator/Deputy Clerk	152,625.00
Fiedler, John	Construction Official	107,086.00
Fitzpatrick, Michael	Police Lieutenant	146,674.00
Gorman, Patrick	Zoning Official	45,900.00
Haurey, James	Systems Administrator	92,071.00
Hollenbach, Elizabeth	Deputy Tax Assessor	62,060.00
Horvath, Nancy	Deputy Court Administrator	61,170.00
Huxley, Jeff	Public Works Supervisor	84,586.00
Keeth, Susan	Municipal Court Administrator Stipend	80,973.00 2,000.00
Kois, David	Business Advocate	66,300.00
Maski, David	Director of Planning	100,399.00
Mozgai, Francis	Police Captain	152,885.00
Pineno, Michael	IT Manager	102,234.00
Powell, Darren	Police Chief	159,097.00
Pryor, Kenneth	Police Lieutenant	146,674.00
Resavy, Richard	Director of Public Works	106,886.00

Sheridan, John	Director of OEM	55,783.00
Spano - Klimko, Siobhan	Deputy Health Officer/Educator	86,695.00
Wagner, Robert	Director Parks/Rec/Social Service	93,760.00

Mayor Suraci stated this resolution establishes the 2017 salaries for all non-union employees.

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

**4. RESOLUTION AUTHORIZING THE HIRING OF MARIA DIGIOVANNI TO FILL A VACANCY IN THE HILLSBOROUGH TOWNSHIP FINANCE DEPARTMENT FOR THE FULL-TIME POSITION OF FINANCE CLERK, EFFECTIVE JUNE 5, 2017, AT A SALARY OF \$35,000.00 PER YEAR PENDING A POSITIVE BACKGROUND CHECK**

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

**WHEREAS**, the Chief Financial Officer recommends the hiring of Maria DiGiovanni to the position of Finance Clerk, effective June 5, 2017, at a salary of \$35,000.00 per year pending a positive background check.

**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 Financial Officer is hereby authorized and approved.

Mayor Suraci commented there exists a vacancy within the Finance Department. Ms. DiGiovanni has been interviewed and recommended by the CFO to fill said vacancy. Welcome Ms. DiGiovanni

Deputy Mayor McCauley said welcome and congratulations.

Township Administrator Anthony Ferrera stated he received numerous applications and they look forward to Ms DiGiovanni joining township.

Committeeman Tomson stated congratulations.

Mayor Suraci said welcome.

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

**5. RESOLUTION AUTHORIZING THE HIRING OF SUMMER EMPLOYEES DALE HABERLE, NICK DIGIROLAMO AND JOE WHEATLEY FOR THE DEPARTMENT OF PUBLIC WORKS WITH A START DATE ON OR ABOUT MAY 24, 2017, FUNDED THROUGH THE CLEAN COMMUNITIES GRANT**

**WHEREAS**, there is a need for temporary summer employment in the Department of Public Works in the Township of Hillsborough; and

**WHEREAS**, the Township of Hillsborough received \$106,817.64 from the 2016 Clean Communities Grant Fund, said monies to be used to cover the cost of the summer help in the Department of Public Works; and

**WHEREAS**, the Director of Public Works has determined that the following applicants are the most qualified candidates and has recommended their appointment as summer employees in the Department of Public Works, with a start date on or about May 24, 2017, for a period of up to sixteen weeks, 40 hours per week:

1. Dale Haberle at a salary of \$12.00 per hour
2. Nick DiGirolamo at a salary of \$10.00 per hour
3. Joe Wheatley at a salary of \$10.00 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 recommendations of the Director of Public Works are hereby be accepted and approved.

Mayor Suraci stated the Clean Communities Grant provides funding for temporary summer help in the Parks Department and the Department of Public Works. This particular resolution authorizes the hiring of the above mentioned summer employees in the Department of Public Works.

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

#### **CONSENT AGENDA**

**1. RESOLUTION SUPPORTING THE *CLICK IT OR TICKET* MOBILIZATION OF  
MAY 22 TO JUNE 4, 2017**

**WHEREAS**, there were 604 motor vehicles fatalities in New Jersey in 2016; and

**WHEREAS**, a large percentage of the motor vehicle occupants killed in traffic crashes were not wearing a seat belt; and

**WHEREAS**, use of a seat belt remains the most effective way to avoid death or serious injury in a motor vehicle crash; and

**WHEREAS**, the National Highway Traffic Safety Administration estimates that 135,000 lives were saved by safety belt usage nationally between 1975 – 2000; and

**WHEREAS**, the State of New Jersey will participate in the nationwide *Click It or Ticket* seat belt mobilization from May 22 to June 4, 2017 in an effort to raise awareness and increase seat belt usage through a combination of high visibility enforcement and public education; and

**WHEREAS**, the Division of Highway Traffic Safety has set a goal of increasing the seat belt usage rate in the state from the current level of 93% to 95%; and

**WHEREAS**, a further increase in seat belt usage in New Jersey will save lives on our roadways.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that they hereby support the *Click It or Ticket* seat belt mobilization both locally and nationally from May 22 to June 4, 2017 and pledges to increase awareness of the mobilization and the benefits of seat belt use.

**2. RESOLUTION APPROVING THE RELEASE OF ENGINEERING INSPECTION FEES IN THE AMOUNT OF \$363.47 TO METRO PCS NEW YORK, LLC AND \$136.53 ENGINEERING INSPECTION FEES TO THE TOWNSHIP OF HILLSBOROUGH FOR INSPECTIONS COMPLETED**

**WHEREAS**, a request has been received from the Metro PCS New York, LLC for the release of engineering inspection fees; and

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

**WHEREAS**, the Assistant Township Engineer recommends that the Township Committee take action to release engineering inspection fees for Metro PCS New York, LLC as follows: \$363.47 engineering inspection fees to Metro PCS New York, LLC and \$136.53 engineering inspection fees to the Township of Hillsborough for inspections 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 Assistant Township Engineer be and hereby is accepted and approved.

**3. RESOLUTION ACCEPTING BOND CONTINUATION CERTIFICATE #6225483 FROM SAFECO INSURANCE COMPANY OF AMERICA FOR PUBLIC SERVICE ELECTRIC AND GAS COMPANY FOR ROAD OPENING PERMITS THROUGH MARCH 10, 2018**

**WHEREAS**, Public Service Electric and Gas Company, in accordance with the terms of the Code of the Township of Hillsborough, Chapter 259 "Street and Sidewalks", Subsection 4-G has submitted a Bond Continuation Certificate in the required amount of \$5,000.00 for the period ending March 10, 2018; and

**WHEREAS**, this is a general performance guarantee for the continuous stream of road opening permits that are processed for Public Service Electric and Gas Company each year; and

**WHEREAS**, the Assistant Township Engineer recommends that the Township Committee take action to accept the Bond Continuation Certificate #6225483.

**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.

**4. RESOLUTION RATIFYING AND CONFIRMING CARNIVAL LICENSE APPLICATION SUBMITTED BY ROTARY CLUB OF BRANCBURG FOR AN EVENT HELD ON MAY 20, 2017**

**WHEREAS**, an Application for a Carnival License has been filed by Rotary Club of Branchburg for an

event held on May 20, 2017; 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 ratifies and confirms the Application for a Carnival License submitted by Rotary Club of Branchburg for an event held on May 20, 2017.

**5. RESOLUTION CONFIRMING AND RATIFYING THE REFUND OF TAX OVERPAYMENTS IN THE AMOUNT OF \$12,624.09**

(total properties 7)

**WHEREAS**, real property tax payers overpaid their real property taxes and;

**WHEREAS**, the Tax Collector has received proof of such payments after correspondence with said property owners.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee, of the Township of Hillsborough, County of Somerset, State of New Jersey, the Tax Collector is hereby authorized to refund said amounts to the property owners; Total, \$12,624.09, properties,7.

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<b>Block</b>	<b>Lot</b>	<b>Name</b>	<b>Amount</b>	<b>Qtr</b>	<b>Year</b>
178	2	Bank of America	927.58	1 <sup>st</sup>	2017
178	2	Bank of America	927.58	2 <sup>nd</sup>	2017
148	19.02	Sullivan Family LP	3878.10	2 <sup>nd</sup>	2017
148	19	Sylvester Sullivan	4865.41	2 <sup>nd</sup>	2017
148	19 QFarm	Sylvester Sullivan	174.41	2 <sup>nd</sup>	2017
203.03	3	Viren Trivedi	1000.00	2 <sup>nd</sup>	2017
153.13	1 C1090	CoreLogic	851.01	2 <sup>nd</sup>	2017

**6. RESOLUTION AUTHORIZING THE REFUND OF RECREATION PROGRAM FEES IN THE AMOUNT OF \$785.00**

**WHEREAS**, there are refunds due from Recreation program fees; and

**WHEREAS**, the Chief Financial Officer has received proof of such refunds being due and payable.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee, of the Township of Hillsborough, County of Somerset, State of New Jersey, the Chief Financial Officer is hereby authorized to refund said amounts as detailed below, in a total amount of \$785.00

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<u>Name</u>	<u>Amount</u>	<u>Name</u>	<u>Amount</u>
Katie Tucker	\$65.00	Nita Khurana	\$60.00
Rebecca Baerga	\$435.00	Padmini Muthyala	\$225.00

**7. RESOLUTION APPROVING THE REQUEST FROM VERIZON WIRELESS (HILLSBOROUGH 7) FOR RELEASE OF DEVELOPMENT REVIEW ESCROW IN THE AMOUNT OF \$875.80**

**WHEREAS**, a request has been received from Verizon Wireless (Hillsborough 7) 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 \$875.80 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.

**8. RESOLUTION AUTHORIZING THE TRANSFER OF EARNED AMOUNTS OF \$6,194.22 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 \$6,194.22 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 May 16, 2017, 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 \$6,194.22 is to be transferred from the Engineering Escrow Accounts into the Treasurer's Account.

<b><u>Client</u></b>	<b><u>Number</u></b>	<b><u>Transfer Amount</u></b>
Country Classics - 4A	640	-3,426.65
Country Classics - 4C	612	-57.70
Country Classics - 4D	626	-49.39
Gateway Phase 6	620	-594.88
Green Village	607	-1,384.80
Hidden Brook Estates	603	-57.70
Pat Richards, LLC	412	-173.10
<b>Grand Total</b>		<b>\$-6,194.22</b>

**9. RESOLUTION AUTHORIZING RELEASE OF CASH ESCROW IN THE AMOUNT OF \$150.00 TO JAMES SHAMRO FOR ROAD OPENING PERMIT 2016-05**

**WHEREAS**, a Cash Escrow in the amount of \$150.00 was posted for Road Opening permit 2016-05 and

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

**WHEREAS**, the Assistant Township Engineer recommends the Township Committee authorize the release of the Cash Escrow in the amount of \$150.00 to James Shamro for Road Opening permit 2016-05.

**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.

**10. RESOLUTION APPROVING THE REQUEST FROM OMNIPOINT COMMUNICATIONS, INC. FOR RELEASE OF DEVELOPMENT REVIEW ESCROW IN THE AMOUNT OF \$383.47**

**WHEREAS**, a request has been received from Omnipoint Communications, Inc. 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 \$383.47 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.

**11. RESOLUTION APPROVING THE REQUEST FROM VERIZON WIRELESS FOR RELEASE OF DEVELOPMENT REVIEW ESCROW IN THE AMOUNT OF \$1,047.51**

**WHEREAS**, a request has been received from Verizon Wireless 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 \$1,047.51 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.

**12. RESOLUTION APPROVING THE REQUEST FROM VERIZON WIRELESS (HILLSBOROUGH DD) FOR RELEASE OF DEVELOPMENT REVIEW ESCROW IN THE AMOUNT OF \$300.00**

**WHEREAS**, a request has been received from Verizon Wireless (Hillsborough DD) 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 \$300.00 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.

**13. RESOLUTION APPROVING THE REQUEST FROM VERIZON WIRELESS (HILLSBOROUGH 2 SHOP) FOR RELEASE OF DEVELOPMENT REVIEW ESCROW IN THE AMOUNT OF \$465.19**

**WHEREAS**, a request has been received from Verizon Wireless (Hillsborough 2 Shop) 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 \$465.19 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.

**14. RESOLUTION APPROVING THE REQUEST FROM VERIZON WIRELESS (HILLSBOROUGH DD SC) FOR RELEASE OF DEVELOPMENT REVIEW ESCROW IN THE AMOUNT OF \$1,208.28**

**WHEREAS**, a request has been received from Verizon Wireless (Hillsborough DD SC) 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 \$1,208.28 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.

**15. RESOLUTION AUTHORIZING THE TOWNSHIP QUALIFIED PURCHASING AGENT TO ADVERTISE FOR BIDS FOR THE REMOVAL AND REPLACEMENT OF A 30,000 GALLON 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**, because public water is not available to service this development, the Fire Chief recommends the fire cistern be replaced.

**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 removal and replacement of a 30,000 gallon fiberglass UST fire cistern at 9 Deer Path.

**16. RESOLUTION RATIFYING AND CONFIRMING OFFICER MICHAEL LABOY TO ENROLL IN “ADVANCED WRITING COMMUNICATION” AND “INTRODUCTION TO LEADERSHIP” COURSES TOWARDS HIS MASTER’S DEGREE IN LEADERSHIP AND PUBLIC ADMINISTRATION AND TO BE ELIGIBLE FOR TUITION REIMBURSEMENT OF SAID COURSES THAT HAVE 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 Michael Laboy requested authorization to take “Advanced Writing Communication” and “Introduction to Leadership” courses towards his Master’s Degree in Leadership and Public Administration; and

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

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

**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 Deputy Mayor McCauley, seconded by Committeeman Tomson, the Consent Agenda was unanimously approved upon call of the roll.

### **CLAIMS LIST**

Mayor Suraci asked to approve Claims List 2017-10.

Upon the motion of Deputy Mayor McCauley, seconded by Committeeman Tomson, Claims List 2017-10 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. Litigation:*

*i. Affordable Housing*

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 the motion of Committeeman Tomson, seconded by Deputy Mayor McCauley, the aforesaid resolution was unanimously approved upon call of the roll. The Township Committee went into Executive Session at 9:07 pm.

Upon motion by Committeeman Tomson, seconded by Deputy Mayor McCauley, the public meeting was reopened at 9:34 pm.

Attorney Eric Bernstein reiterated there was discussion amongst the governing body relative to the ongoing litigation involving the Declaratory Judgment as to Affordable Housing. The Township Committee gave direction to Counsel. No formal action needed to be taken.

**ADJOURNMENT**

Upon motion by Committeeman Tomson, seconded by Deputy Mayor McCauley; the meeting duly adjourned at 9:35 pm. Said motion was carried unanimously upon voice vote.

Attested:

Pamela Borek  
Township Clerk