

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 8, 2018.

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

SALUTE TO THE FLAG

Mayor McCauley 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 8, 2018.

APPROVAL OF MINUTES

- *Approval of the April 10, 2018 Regular Session Meeting Minutes*

Upon a motion by Committeeman Burchette, seconded by Committeeman Suraci, the minutes of the April 10, 2018 Regular Session were approved upon the call of the roll. Mayor McCauley abstained from the vote.

- *Approval of the April 24, 2018 Regular Session Meeting Minutes*

Upon a motion by Committeeman DelCore, seconded by Committeeman Suraci, the minutes of the April 24, 2018 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 reminded residents that 2nd quarter taxes are due no later than the close of business on Thursday, May 10th. Residents that received a Homestead Benefit Credit were reminded to deduct that amount from the original tax bill.

Committeeman Buchette announced that the 2018 Click-it or Ticket Seat Belt Mobilization takes place from May 21st through June 3rd. The Border-to-Border event is a national, multi- state, enforcement program to highlight the importance of seat belt use.

Committeeman Buchette stated that Sunnymead Road will be closed Thursday and Friday, May 10th and

11th for paving on the railroad crossing. Detours have been posted and motorists are asked to please plan accordingly.

Committeeman Buchette reported that at the last Township Committee meeting, 5 grants were awarded through the Hillsborough Rewards Credit Card Program administered by the Affinity Federal Credit Union. On Friday, May 11th from 11 am until 2 pm representatives from Affinity will be at the Township with information about the program and other services they offer.

Committeeman Buchette said the next Hillsborough Business Association Business Social will be Tuesday, July 31st at Roycebrook Golf Club from 6:00 PM to 9:00 PM. Details to purchase tickets will be out soon through the HBA e-News. To sign up for the HBA e-News, go to Hillsboroughbusiness.org.

Committeeman Buchette reported there are still seats available for the FREE Narcan training for anyone interested on Wednesday, May 16th from 6:30 - 8PM in the Rear Multipurpose Room. Registration is required.

Committeeman Buchette informed residents that volunteers from the Municipal Alliance participate in the Adopt a Highway program and have been picking up debris along Route 206. Committeeman Burchette thanked them for their commitment to bringing awareness to the drug and alcohol education and prevention programs.

Committeeman DelCore

Committeeman DelCore reminded residents that the Annual Green Living and Wellness Fair will be held on Saturday, June 2nd in conjunction with the YMCA Hillsborough Hop 5K.

Committeeman DelCore announced that at the Green Living and Wellness Fair, Dr. Robert Ilowite of the Dermatology Center in Hillsborough, will provide skin cancer screenings from 8am to 11am on June 2 at the Hillsborough Municipal Building. Skin cancer is the most common type of cancer, and early detection can lead to effective treatment. To register, please see the Health Department site on the Hillsborough Township web page or call the Health Department at 908-369-5652.

Committeeman DelCore encouraged veterans to register for the 2018 Veterans Breakfast held at 7:30AM on Saturday, May 26th. Call or stop by the recreation office to register.

Committeeman DelCore reminded residents to sign up for the summer leagues and camps. Great options are currently available such as summer day camps, summer sports camps and the boys and girls basketball leagues.

Committeeman Suraci

Committeeman Suraci reported a shed requires a building permit if it meets the following criteria: more than 200 Sq Ft; structure is higher than 10Ft; and if shed has electric, water, gas, oil, or sewer connections.

Please, make sure to check with the Zoning Department first.

Committeeman Suraci reported Senior curbside pick up has concluded after another successful season. This program is a valuable opportunity for seniors to get rid of household items and brush during the month of April. Any seniors that may have missed out on the pickup program are encouraged to obtain a coupon to drop off their goods at the Auten Road Site on specified Saturdays through October 27th. This can be done by going on the Township website and clicking on the DPW link for information or by going directly to the Public Works building between the hours of 7am and 3pm Monday thru Friday.

Committeeman Suraci advised that Public Works is busy completing road repairs, roadside mowing, building repairs, sign repairs, hazardous tree issues and many other springtime tasks. Committeeman Suraci thanked the residents for being patient with the many road repairs needed from such a rough winter.

Committeeman Suraci informed property owners that a standard 6 foot high fence does not require a permit on residential lots. Fences proposed on commercial/business properties do require approval/permits from the planning/zoning office. Any fence proposed over 6 foot high does require a permit from the construction department.

Mayor McCauley

Mayor McCauley announced that the NJDOT Community Relations has reached out to the Hillsborough Police Department regarding the project for improvements to prevent vehicles from driving down Raider Blvd. in the wrong direction. This project is a priority and is anticipated to be completed by the end of May.

Mayor McCauley congratulated the Hillsborough Rockettes and Rocket as they celebrated their 25th Anniversary last month with several dance performances.

Mayor McCauley thanked Foothill Acres for the invitation to participate in their Annual Health Fair last week. Several awards were given to Township employees for their work with Foothill Acres.

Mayor McCauley announced that “Hillsborough the Good Life” was released today and can be viewed on YouTube or TV 29.

**PROCLAMATIONS/PRESENTATIONS/APPOINTMENTS
PROCLAMATIONS / APPOINTMENTS**

- *Proclamation honoring the Flagtown Fire Department*

WHEREAS, Hillsborough Fire Company #1 was the first fire company formed in Hillsborough in 1937; and

WHEREAS, throughout its long and distinguished history, Fire Company #1, also known as Flagtown Fire Company, has protected more than 10,000 citizens in their response area and with the assistance of other fire companies, has protected 750,000 residents in total; and

WHEREAS, Flagtown Fire Company is continuously training and improving techniques of all the volunteer members; and

WHEREAS, Flagtown Fire Company serves the community every year by ushering Santa Claus via Fire Truck to the tree lighting at the Municipal Building as well as driving Santa through the Flagtown

neighborhoods in December, handing out candy canes to all; and

WHEREAS, *Flagtown Fire Company is celebrating its 80 year anniversary of serving the Hillsborough Township community.*

NOW, THEREFORE, BE IT PROCLAIMED *that we, the Mayor and Township Committee of the Township of Hillsborough, do hereby congratulate Hillsborough Fire Company #1 on its 80 year anniversary and thank them for their continued service to the community.*

- *Proclamation honoring Teacher of the Year - Joanne Brush*

WHEREAS, *Joanne Brush, a math teacher at Hillsborough High School has received the honor of being named as Hillsborough High School's Teacher of the Year for 2018 because of her dedication and service to the Hillsborough School District; and*

WHEREAS, *Joanne Brush has been a member of the Hillsborough School District faculty for 17 years; and*

WHEREAS, *Joanne Brush is the Sophomore class advisor and Hillsborough Education Association representative; and*

WHEREAS, *Joanne Brush takes the time to learn about each of her students as individuals and thrives on energizing them about math; and*

WHEREAS, *Hillsborough High School is proud to have Joanne Brush as their Teacher of the Year.*

NOW, THEREFORE, BE IT PROCLAIMED *that we, the Mayor and the Township Committee of Hillsborough, further commend Joanne Brush for being recognized as Hillsborough High School's Teacher of the Year and we thank her for all her work and dedication to the youth of Hillsborough.*

- *Proclamation honoring Teacher of the Year - Jennifer Harmsen*

WHEREAS, *Jennifer Harmsen, a seventh grade social studies teacher at Hillsborough Middle School has received the honor of being named as Hillsborough Middle School's Teacher of the Year for 2018 because of her dedication and service to the Hillsborough School District; and*

WHEREAS, *Jennifer Harmsen has been a member of the Hillsborough School District faculty since 1990; and*

WHEREAS, *Jennifer Harmsen has been an active member on the Board of Education strategic planning committee, has served on the Superintendent's Advisory Council and Principal's Advisory Committee. She is a founding member of both the Hillsborough Middle School Improvement Panel and Cultural Awareness and Sensitivity Forum; and*

***WHEREAS,** Jennifer Harmsen has worked with students ranging from the very motivated, the insecure, to the most discouraged of students, and ensures that every one of them knows they can do the work and succeed; and*

***WHEREAS,** Hillsborough Middle School is proud to have Jennifer Harmsen as their Teacher of the Year.*

***NOW, THEREFORE, BE IT PROCLAIMED** that we, the Mayor and the Township Committee of Hillsborough, further commend Jennifer Harmsen for being recognized as Hillsborough Middle School's Teacher of the Year and we thank her for all her work and dedication to the youth of Hillsborough.*

- *Proclamation honoring Teacher of the Year - Sharon Piech*

***WHEREAS,** Sharon Piech, a Speech and Language Specialist at Hillsborough Elementary, has received the honor of being named as Hillsborough Elementary School's Educational Services Professional of the Year for 2018 because of her dedication and service to the Hillsborough School District; and*

***WHEREAS,** Sharon Piech has been a member of the Hillsborough School District faculty since 2001; and*

***WHEREAS,** Sharon Piech works with children with special needs, evaluating how the students communicate, providing therapy for articulating speech sounds, building vocabulary, using grammar and learning how to interact verbally with others; and*

***WHEREAS,** Hillsborough Elementary School is proud to have Sharon Piech as their Educational Services Professional of the Year.*

***NOW, THEREFORE, BE IT PROCLAIMED** that we, the Mayor and the Township Committee of Hillsborough, further commend Sharon Piech for being recognized as Hillsborough Elementary School's Educational Services Professional of the Year and we thank her for all her work and dedication to the youth of Hillsborough.*

- *Proclamation honoring Teacher of the Year - Brian Yarasheski*

***WHEREAS,** Brian Yarasheski, a School Counselor at Hillsborough High School has received the honor of being named as Hillsborough High School's Educational Services Professional of the Year for 2018, because of his dedication and service to the Hillsborough School District; and*

***WHEREAS,** Brian Yarasheski has been a member of the Hillsborough School District faculty for over 26 years; and*

WHEREAS, Brian Yarasheski works with students and parents to help them find success in high school and beyond. Mr. Yarasheski coordinated the PSAT testing for 8 years, AP Exam testing for 4 years and initiated the Senior Transition to College program; and

WHEREAS, Hillsborough High School is proud to have Brian Yarasheski as their Educational Services Professional of the Year.

NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and the Township Committee of Hillsborough, further commend Brian Yarasheski for being recognized as Hillsborough High School's Educational Services Professional of the Year and we thank him for all his work and dedication to the youth of Hillsborough.

PRESENTATIONS

- *None*

NEW BUSINESS

- *None*

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

- *Jane Staats, 101 Devonshire Court stated that she will be attending an affordable housing presentation, and inquired as to the number of affordable housing units required. Mayor McCauley stated there is no specific number at this time and that the decision is not up to Hillsborough.*

PUBLIC HEARINGS

- *None*

INTRODUCTION OF NEW ORDINANCES

2018-06 ORDINANCE TO EXCEED THE 2018 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 appropriation 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 of the Township of Hillsborough, County of Somerset, finds it advisable and necessary to increase its CY 2018 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 \$890,566.67 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, 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, in the County of Somerset, a majority of the full authorized membership of this governing body affirmatively concurring that, in the CY 2018 budget year, the final appropriations of the Township of Hillsborough shall, in accordance with this ordinance and NJSA 40A:4-45.14. be increased by 3.5%, amounting to \$890,566.67 and that the CY 2018 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 McCauley stated 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 Committeeman Burchette, seconded by Committeeman Suraci, to introduce the ordinance, the motion was unanimously approved upon call of the role.

MUNICIPAL BUDGET

Mayor McCauley stated each year, the preparation of the municipal budget creates the challenge of minimizing the impact on taxpayers, while providing the Township Departments with the funds necessary to deliver needed and expected services for residents.

Mayor McCauley noted Township CFO, Nancy Costa, will be making a presentation on the budget details. Mayor McCauley thanked the full finance team, led by Ms. Costa, along with Administrator Ferrera, the Finance Liaisons and all of the municipal department heads for their hard work and diligence in preparation of the 2018 municipal budget.

CFO Nancy Costa presented the 2018 Municipal Budget.

Committeeman Suraci stated the tax rate decrease will result in some resident's property taxes decreasing. Committeeman Suraci congratulated the finance team on staying below the 2% cap.

1. RESOLUTION AUTHORIZING THE INTRODUCTION OF THE 2018 MUNICIPAL BUDGET AND SETTING THE PUBLIC HEARING FOR JUNE 12, 2018.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it does hereby authorize the introduction of the 2018 Municipal Budget and sets the public hearing for June 12, 2018.

Upon motion by Committeeman Burchette, seconded by Committeeman Suraci, to introduce the resolution and set a public hearing date, the motion was unanimously approved upon call of the role.

2. RESOLUTION AUTHORIZING SELF-EXAMINATION OF THE 2018 MUNICIPAL BUDGET

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Township of Hillsborough has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2018 budget year.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Hillsborough, County of Somerset that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:

- a. Payment of interest and debt redemption charges
- b. Deferred charges and statutory expenditures
- c. Cash deficit of preceding year
- d. Reserve for uncollected taxes
- e. Other reserves and non-disbursement items
- f. Any inclusions of amounts required for school purposes

2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).

3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.

4. That pursuant to the Local Budget Law:

- a. All estimates of revenue are reasonable, accurate and correctly stated,
- b. Items of appropriation are properly set forth
- c. In itemization, form, arrangement and content, the budget will

permit the exercise of the comptroller function within the municipality.

5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.

6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

Mayor McCauley stated Municipalities that are determined to be financially sound are permitted to have their budgets self-examined by their CFO, for two consecutive years. This year the Township is eligible.

Upon motion by Committeeman DelCore, seconded by Committeeman Suraci, to authorize self examination of the budget, the motion was unanimously approved upon call of the role.

CONSIDERATIONS

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

1. **RESOLUTION AUTHORIZING THE HIRING OF LUIS C. CARTAYA, AS A PART-TIME PLUMBING INSPECTOR IN THE TOWNSHIP OF HILLSBOROUGH BUILDING DEPARTMENT EFFECTIVE MAY 9, 2018, AT \$33.00 PER HOUR NOT TO EXCEED 29 HOURS PER WEEK**

WHEREAS, there exists a need for a part-time Plumbing Inspector in the Township of Hillsborough Building Department; and

WHEREAS, the Construction Official recommends the hiring of Luis C. Cartaya, as a part-time Plumbing Inspector effective May 9, 2018 at a rate of \$33.00 per hour, not to exceed 29 hours per week.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Construction Official is authorized to hire Luis C. Cartaya, as a part-time Plumbing Inspector effective May 9, 2018 at a rate of \$33.00 per hour, not to exceed 29 hours per week.

Township Administrator Anthony Ferrera stated he is happy to welcome Mr. Cartaya as a part time inspector.

Upon motion by Committeeman Burchette, seconded by Committeeman Suraci, the aforesaid resolution was unanimously approved upon call of the role. Deputy Mayor Tomson was not present.

2. RESOLUTION AWARDING CONTRACT FOR 2018 ROAD MAINTENANCE MATERIALS

WHEREAS, the Assistant Township Engineer has determined there is a need for the acquisition of Road Maintenance Materials for 2018; and

WHEREAS, sealed bids were opened and read on May 2, 2018 at 11:00 a.m. which was the time and place provided for in the Invitation to Bid entitled "2018 Road Maintenance Materials"; and

WHEREAS, the Assistant Township Engineer has reviewed the bids and has provided the Township Committee with his memorandum dated May 3, 2018, recommending the award of the following contracts:

<u>Bid Item</u>	<u>Description</u>	<u>Recommended Vendor</u>	<u>Unit Price</u>
1	#8 Broken Stone, FOB (3/8")	Gibraltar Rock	28.00/ton*
2	#8 Broken Stone, FD (3/8")	Trap Rock	31.80/ton
3	#57 or #67 Broken Stone, FOB	Stavola	13.75/ton*
4	#57 or #67 Broken Stone, FD	Stavola	18.25/ton
5	#2 Clean Stone, FOB	Stavola	13.75/ton*
6	#2 Clean Broken Stone, FD	Stavola	18.25/ton
7	#3 or #4 Broken Stone, FOB	Stavola	13.75/ton*
8	#3 or #4 Broken Stone, FD	Stavola	18.25/ton
9	Dense Graded Aggregate, FOB	Stavola	10.00/ton*
10	Dense Graded Aggregate, FD	Stavola	14.50/ton
11	3/4" Road Stone, FOB	Stavola	10.00/ton*
12	3/4" Road Stone, FD	Stavola	14.50/ton
13	Core Stone (6"-12"), FD	Stavola	21.00/ton
14	Bit. Conc. Stab. Base I-2, FOB	Stravola	68.00/ton*
15	Bit. Conc. Surface I-3, FOB	Stravola	68.00/ton*
16	Bit. Conc. Surface I-4, FOB	Stravola	70.00/ton*
17	Bit. Conc. Surface I-5, FOB	Stravola	10.00/ton*
18	UPM High Performance Cold Mix	Hei-Way	100.00/ton*
19	Prime Coat, MC-70 or MC-30, FDA	No Bidder	No Bid
20	Seal Coat RS-3K, FDA	No Bidder	No Bid
21	Seal Coat CRS-2P, FDA	No Bidder	No Bid
22	High Temperature Joint Sealing Compound	No Bidder	0.75/lb
23	Hot Mix Base Asphalt 19M64 FOB	Stavola	70.00/ton**

WHEREAS, the Township Qualified Purchasing Agent has reviewed the bid packages of the recommended vendors set forth hereinabove and finds them to be in conformance with the Local Public Contracts Law and the Township Instruction to Bidders; and

WHEREAS, a certification of availability of funds shall be made in connection with each purchase order in accordance with N.J.A.C. 5:34-5.3(b)(2); and

WHEREAS, it will be determined at a later date, as per the Assistant Township Engineer and the Director of Public Works, if rebidding will be necessary for Items 19-22.

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

1. Awards of contract are hereby made at the unit prices set forth above for Item 1 to Gibraltar Rock; Item 2 to Trap Rock; Items 3-17 and 23 to Stavola; Item 18 to Hei-Way, as set forth herein above with the understanding that the minimum quantity is zero and the maximum amount based upon the bid quantity as tabulated in the bid summary and as further adjusted as provided in the Township contract specifications.
2. The Mayor and Township Clerk are hereby authorized to execute the Township's standard form of contract for goods, products and supplies and for services with each of the successful bidders in each of the various categories in accordance with the recommendations of the Assistant Township Engineer as set forth herein above.

Mayor McCauley stated the Township sought sealed bids for the above mentioned on May 2, 2018, and the Township received various bids in response. The Assistant Township Engineer and QPA have reviewed said bids and make the recommendation contained within the resolution.

Upon motion by Committeeman Suraci, seconded by Committeeman Burchette, the aforesaid resolution was unanimously approved upon call of the role. Deputy Mayor Tomson was not present.

CONSENT AGENDA

1. RESOLUTION RATIFYING AND CONFIRMING PERMANENT EMPLOYEE STATUS TO RONALD NILL, AS A MECHANIC IN THE HILLSBOROUGH TOWNSHIP DEPARTMENT OF PUBLIC WORKS, EFFECTIVE APRIL 25, 2018

WHEREAS, Ron Nill was hired as Mechanic I in the Hillsborough Township Department of Public Works on October 25, 2017; and

WHEREAS, the Director of Public Works certifies that Mr. Nill 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 Public Works recommends that regular employee status be conferred upon Mr. Nill effective April 25, 2018.

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 be and hereby ratified and confirmed.

2. RESOLUTION RATIFYING AND CONFIRMING PERMANENT EMPLOYEE STATUS TO JOURI KINIGOPOULO, AS A PUBLIC WORKS WORKER I, IN THE TOWNSHIP OF HILLSBOROUGH DEPARTMENT OF PUBLIC WORKS, EFFECTIVE JULY 25, 2017

WHEREAS, Jouri Kinigopoulo was hired to the position of Public Works Worker 1 in the Hillsborough Township Department of Public Works on January 25, 2017; and

WHEREAS, the Director of Public Works recommends that Mr. Kinigopoulo be granted permanent employee status in the Hillsborough Township Department of Public Works effective July 25, 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 Director of Public Works be and hereby ratified and confirmed.

3. RESOLUTION APPROVING CARNIVAL LICENSE APPLICATION SUBMITTED FOR AN EVENT TO BE HELD BY SOURLAND CONSERVANCY ON JUNE 23, 2018 WITH NO RAIN DATE

WHEREAS, an Application for a Carnival License has been filed for an event to be held by the Sourland Conservancy on June 23, 2018 with no rain date; 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 a Carnival License submitted for an event to be held by Sourland Conservancy on June 23, 2018 with no rain date.

4. RESOLUTION APPROVING THE REQUEST FROM SOMERSET HEALTH CARE FOUNDATION TO HOLD THE STEEPLECHASE DISTANCE RUN IN HILLSBOROUGH TOWNSHIP ON SUNDAY, SEPTEMBER 30, 2018, PURSUANT TO THE REQUIREMENTS OUTLINED BY CHIEF DARREN POWELL

WHEREAS, Somerset Health Care Foundation has requested permission to hold the Steeplechase Distance Run on Sunday, September 30, 2018, in Hillsborough Township; and

WHEREAS, Somerset Health Care Foundation has produced a certificate of insurance naming the Township of Hillsborough as an insured; and

WHEREAS, Chief Powell and Hillsborough Township Police Department's Traffic Safety Bureau have determined that the planned route will provide an acceptable level of safety for the runners.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Somerset Health Care Foundation is hereby authorized to hold a race in Hillsborough Township on September 30, 2018.

5. RESOLUTION AUTHORIZING EXECUTION OF MEMORANDUM OF UNDERSTANDING BETWEEN THE SOMERSET COUNTY SAFE COMMUNITIES COALITION AND HILLSBOROUGH MILLSTONE MUNICIPAL ALLIANCE PERTAINING TO THE DRUG FREE COMMUNITIES MENTORING PROGRAM AND GRANT FUNDING ASSOCIATED THEREWITH

WHEREAS, the Drug Free Communities Support Program was created by the Drug Free Communities Act of 1997; and

WHEREAS, the Drug Free Communities Mentoring Program was established as a component of the Drug Free Communities Support Program when the program was reauthorized in 2001; and

WHEREAS, the purpose of the Drug Free Communities Mentoring Program is to assist newly forming coalitions in becoming eligible to apply for Drug Free Communities funding on their own; and

WHEREAS, Somerset County Safe Communities Coalition is a Mentor Coalition under the Drug Free Communities Mentoring Program; and

WHEREAS, Somerset County Safe Communities Coalition has agreed to serve as Mentor Coalition to Hillsborough Millstone Municipal Alliance, in accordance with the attached Memorandum of Understanding, in order to support the Hillsborough Millstone Municipal Alliance in obtaining the training and technical assistance necessary to be a community coalition that meets all the statutory eligibility requirements of the Drug Free Communities Support Program in order to compete independently for Drug Free Communities grants.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Mayor and Clerk are hereby authorized to execute the attached Memorandum of Understanding pertaining to the Drug Free Communities Mentoring Program and grant funding associated therewith.

6. RESOLUTION AUTHORIZING THE REFUND OF RECREATION PROGRAM FEES IN THE AMOUNT OF \$200.10

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 \$200.10.

<u>Name</u>	<u>Amount</u>	<u>Name</u>	<u>Amount</u>
-------------	---------------	-------------	---------------

Beata Karpinska \$100.00 Rajesh Ramasamy \$110.00

7. RESOLUTION AUTHORIZING THE SUBMISSION OF THE EMERGENCY MANAGEMENT ASSISTANCE – EMERGENCY MANAGEMENT PERFORMANCE GRANT APPLICATION

WHEREAS, the Hillsborough, Office of Emergency Management has been awarded State Homeland Security Subgrant CFDA #97.042, Award #FY17-EMPG-EMAA-1810 from the New Jersey State Police Office of Emergency Management; and

WHEREAS, the Sub-grant, consisting of a total amount of up to \$20,747.32, including up to \$10,000.00 Federal Award and up to \$10,747.32 Local Matching Funds, is for the purpose of enhancing Hillsborough’s ability to prevent, protect against, respond to and recover from acts of terrorism, natural disasters and other catastrophic events and emergencies; and

WHEREAS, the Township of Hillsborough is authorized to accept the Grant funds for the specific purpose 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 submission of the Emergency Management Assistance – Emergency Management Performance Grant application requesting funds for various Emergency Management activities is hereby authorized.
2. The Township Committee endorses the submission of said grant to the Federal Grant Program FY17-EMPG-EMAA-1810 for the Township of Hillsborough for the period of July 1, 2018 through June 30, 2019, in the amount of \$10,000.00 federal award and \$10,747.32 match from Hillsborough Township for a total of \$20,747.32.

8. RESOLUTION AUTHORIZING REMOVAL OF THE TOWNSHIP OF HILLSBOROUGH BOARD OF EDUCATION FROM A PORTION OF THE HILLSBOROUGH TOWNSHIP MUNICIPAL BUILDING

WHEREAS, in May of 1991 the Township of Hillsborough (“Township”) and Township of Hillsborough Board of Education (“BOE”) entered into a Lease Agreement for the occupancy by the BOE of 6,700 square feet in the northeasterly section of the Hillsborough Township Municipal Building (“Municipal Building”) together with a 750 square foot room adjacent to the BOE offices; and

WHEREAS, the Lease Agreement was for a term of 10 years commencing on July 31, 1991 and ending on July 31, 2001 with an option for the BOE to renew the Lease Agreement for one additional ten (10) year period; and

WHEREAS, the BOE exercised its option to renew the Lease Agreement for the one additional ten (10) year period commencing on July 31, 2001 and ending on July 31, 2011; and

WHEREAS, the Lease Agreement between the Township and BOE ended by its terms on July 31, 2011 and the BOE continues to occupy space at the Municipal Building at the discretion of the Township; and

WHEREAS, the Township attempted on a number of occasions to negotiate in good faith a new Lease Agreement with the BOE, but the BOE President has steadfastly refused to offer any compensation to the

Township for their use and occupancy of space at the Municipal Building, including payment of their proportionate share of utilities; and

WHEREAS, the Township believes it should not have to subsidize the operations of the BOE through the Township Budget and the BOE should be held accountable to the taxpayers of the Township by budgeting and paying for those costs and expenses associated with BOE operations; and

WHEREAS, since the Township has an immediate need for additional conference room space and the BOE does not wish to pay its fair share of expenses at the Municipal Building for such space and utilities, the Township Committee believes it is in the best interests of the Township to authorize the removal of the BOE from the 750 square foot conference room adjacent to the BOE offices at the Municipal Building; and

WHEREAS, since the BOE President has indicated in meetings with the Township that the BOE can lease space within the Township at substantially less than one (\$1.00) dollar per square foot, the removal of the BOE from this 750 square foot space should not pose an undue financial burden on the BOE or its budget.

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 Administrator and Township Attorney are hereby authorized to take any and all actions deemed necessary for the removal of the BOE from the 750 square foot room adjacent to the BOE offices at the Municipal Building; (2) the Township Committee ratifies and confirms the Township Administrator's service of the Notice to Quit and Demand for Possession on the BOE pertaining to the removal of the BOE from the 750 square foot room adjacent to the BOE offices at the Municipal Building; (3) the Township Administrator is authorized to take any and all other actions deemed necessary pertaining to the management of the Municipal Complex and the BOE use of facilities and grounds at the Municipal Complex; and (4) the Township Clerk is directed to forward a copy of this Resolution upon adoption to the BOE President and Superintendent of Schools.

9. RESOLUTION GRANTING PERMANENT EMPLOYEE STATUS TO RON LEMIEUX, MECHANIC I, IN THE HILLSBOROUGH TOWNSHIP DEPARTMENT OF PUBLIC WORKS, EFFECTIVE MAY 8, 2018

WHEREAS, Ron Lemieux was hired as Mechanic I in the Hillsborough Township Department of Public Works on November 8, 2017; and

WHEREAS, the Director of Public Works certifies that Mr. Lemieux 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 Public Works recommends that regular employee status be conferred upon Mr. Lemieux effective May 8, 2018.

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 be and hereby is accepted and approved.

10. RESOLUTION APPROVING CARNIVAL LICENSE APPLICATION SUBMITTED FOR AN EVENT TO BE HELD BY HILLSBOROUGH ROTARY CLUB ON AUGUST 14-19, 2018 WITH NO RAIN DATE

WHEREAS, an Application for a Carnival License has been filed for an event to be held by the Hillsborough Rotary Club on August 14-19, 2018 with no rain date; 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 a Carnival License submitted for an event to be held by the Hillsborough Rotary Club on August 14-19, 2018 with no rain date.

Upon the motion of Committeeman Suraci, seconded by Committeeman DelCore, the Consent Agenda was unanimously approved upon call of the roll. Committeeman Burchette abstained from Consent #10.

CLAIMS LIST

Mayor McCauley asked to approve Claims List 2018-09.

Upon the motion of Committeeman Burchette, seconded by Committeeman DelCore, Claims List 2018-09 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:
 - i. *Personnel Matter:*
 - a. *Tony Riga*
 - ii. *Litigation:*
 - a. *Affordable Housing*
 - b. *Hillsborough Properties*
 - iii. *Potential Litigation and Contract Negotiation*
 - a. *BOE*

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 Committeeman DelCore, seconded by Committeeman Suraci, the aforesaid resolution was unanimously approved upon call of the role. The Township Committee went into Executive Session at 8:09 pm.

Upon motion by Committeeman Suraci, seconded by Committeeman Burchette, the public meeting was re-opened at 10:24 pm.

Township Attorney Eric Bernstein stated a discussion occurred and direction given with regard to issues surrounding the Board of Education. Directions were given to Township Attorney William Willard. No formal action needs to be taken at this time. A discussion occurred with regards to employee, Tony Riga. Additional persons present included the Director of DPW, the Director of Parks and Recreation and members of the union. Directions were given regarding communication with the union. No formal action needs to be taken at this time. A discussion occurred with regard to Affordable Housing. Directions were given and no formal action needs to be taken at this time.

ADJOURNMENT

Upon motion by Committeeman Suraci, seconded by Committeeman DelCore, the meeting duly adjourned at 10:28 pm. Said motion was carried unanimously upon voice vote.

Attested:

Pamela Borek
Township Clerk