

HILLSBOROUGH TOWNSHIP PLANNING BOARD
PUBLIC MEETING MINUTES
February 23, 2012

Chairman Sireci called the Planning Board meeting of February 23, 2012 to order at 7:30 p.m. All stood for the Pledge of Allegiance. The meeting took place in the courtroom of the Municipal Complex.

Chairman Sireci announced the meeting has been duly advertised according to the Section 5 of the Open Public Meetings Act, Chapter 231, Public Law 1975 ("Sunshine Law").

ROLL CALL

Deputy Mayor Gloria McCauley - Present	Sam Conard - Absent
Greg Burchette - Absent	Steven Sireci, Jr., Chairman - Present
Committeeman Frank DelCore - Absent	Marian Fenwick - Present
Steve Cohen, Vice Chairman - Absent	Daniel Marulli (Alt. #1) - Present
Tod Mershon, <i>Secretary</i> - Present	Robert Peason (Alt. #2) – Absent
Neil Julian - Present	

Also present were Robert Ringelheim, P.P., A.I.C.P., Township Planner; Eric M. Bernstein, Esq., Attorney (Eric M. Bernstein & Associates); and Susan Baber, C.C.R.

CORRESPONDENCE

2011 Board of Adjustment Annual Report
New Jersey Future – "Investment Area" Article

PLANNING BOARD BUSINESS

Capital Planning Committee – 2012 Capital Budget Presentation

Frank Herbert, John Klepich and Michael Volpe of the Capital Planning Committee were introduced.

Chairman Sireci said 3 members of the Planning Board are also on the Committee, here tonight are Mr. Mershon and myself.

Mr. Herbert stated the Committee met on January 25th, at which time the department heads presented their proposals. We prioritized the projects on February 8th. The two main considerations for each proposal was public safety and maximum public benefit. Before you are two tables; one with all of the proposals, the other ranked by the Committee.

Mr. Klepich reviewed the Engineering proposals.

Engineering

Hamilton Road Overlay	\$ 376,125
Lynn Court Overlay	148,445
Wythe Circle Overlay	35,805
Post Court Drainage Improvements	50,000
Triangle Road Sidewalk	183,328
Miscellaneous Sidewalks	75,000
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	793,703

The Hamilton Road project has a pending \$150,000.00 State grant that makes the project very economical for the town to do. The other items listed are basically public usage items. The sidewalk improvements would come from the Capital Sidewalk Fund.

Social Services

Senior Bus	60,000
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Social Services is asking for an additional bus to help transport Seniors. The current buses are older and extremely well utilized.

Parks and Recreation

Ford F450 4WD Mason Dump/Plow	40,000
GMC 2500 Extend Cab 4WD Utility/Plow	35,000
Toto Z Model 72" Mower	10,118
Bri-Mar Tilt Travel Trailer	7,985
AVM Basketball Court Light Replace	

93,103

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Mr. Volpe said most of what Parks and Recreation asked for were mowers and utility vehicles. We ranked the Ford F450 highest because we felt it could provide multiple uses for the township. The GMC 2500 was ranked for similar reasons. The mower and trailer were ranked as a medium priority. The light replacement is something that would need to be done eventually.

Public Works

Rotary Vehicle Lift	42,500
Auto Flagger Unit	36,900
Tractor John Deere Snow Blower Plow, Broom	21,500
	100,900

Mr. Herbert said the rotary vehicle lift was ranked high for safety reasons and for efficiency. Right now if they do an oil change they have to climb down underneath the truck to work on it. They would be able to work above ground without worrying about anything falling on them.

Administration

VOIP Phone System	140,000
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Mr. Herbert said this item came in low because the current system is still working.

Rescue

4 Ambulances	720,000
4 WD Vehicle	80,000
EMS CAD	64,200
Emergency Generator	12,500
VHF Narrowbanding	
	876,700

Mr. Klepich said the Rescue Squad does a very good job of planning for the out year. Since we have multiple ambulances, they are trying to re-chasse some of them. They already have the funds for 2 so they will evaluate how that works out before asking for new ambulances. We have been putting off the EMS CAD system for a number of years but it has come to the time where it is a requirement of the State so we cannot put it off much longer. We thought the emergency generator was important after a storm like Irene for the health and benefit of the township. The Narrowbanding is to be integrated with the County and will be discussed further later.

Police

PRO #1 Siren	249,169
PRO #2 Siren Package	314,820
PRO #2 No Siren	288,710
Primary Firearm	24,383
Carpet Replacement	20,000
2 Defibrillators	3,200
Live Scan Integration w/Mgmt System	6,000
Computer H/W HTPD2K3	5,000
Network Security	6,000
Speed Display/Message Board	16,995
Storage Shed/Miscellaneous Equipment	3,000
	399,398

Mr. Volpe said the Police Department is bringing back some of the same requests from previous years. Ranking high are 2 defibrillators which would be for the benefit of public health and safety. We ranked computer upgrades and network security high on the list. We ranked carpet replacement high on the list because this has been on their proposal for many years. We thought it was indeed time to upgrade their carpeting and think something as simple as putting down carpeting can help boost moral and provide safety. Some of the carpet has been replaced.

Chairman Sireci said Buck in DPW was able to salvage carpet and do some partial repairs. I do not understand why carpet is not simply part of maintenance for this building and should not be on a Capital Planning list. It should not differ from something like paint. At some point it has to be done.

Mr. Volpe said every year that I have been on the Committee, the carpeting has been moved higher up on the priority list for the Police so it is about time to get this done.

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Office of Emergency Management

Portable Radio Option #1 33,218
 Portable Radio Option #2 37,635

70,853

Mr. Herbert said we will next review the priority list and then review the Narrowbanding.

Chairman Sireci said the Narrowbanding was a long involved presentation spread over 2 meetings. We had a presentation from a County official who was an expert on it. It is very involved. The UHF component of this which is the more expensive part of this is not mandated for this year but has its definite advantages.

Hillsborough Capital Planning Committee

Final Ranking

Org	Description	Cost	Priority	Ranking	Notes
ENG	Hamilton Road overlay	\$376,125	H	1	State Grant \$150K
COP	2 Defibrillators	\$3,200	H	2	
RES	Emergency Generator	\$12,500	H	3	
RES	VHF Narrowbanding	\$5,000	H	4	
RES	Pagers	\$45,000	H	5	
PW	Rotary Vehicle Lift	\$42,500	H	6	
PR	Ford F 450 4WD Mason Dump/Plow	\$40,000	H	7	
PR	GMC 2500 Extend Cab 4WD Utility/Plow	\$35,000	H	8	
COP	Computer H/W HTPD2K3	\$5,000	H	9	
COP	Network Security	\$6,000	H	10	
RES	EMS CAD	\$64,200	H	11	\$7,000/Yr Maint
COP	Carpet Replacement	\$20,000	H	12	
ENG	Misc. Sidewalk	\$75,000	H	13	
SS	Senior Bus	\$60,000	M	14	
PR	Toro Z Model 72" mower	\$10,118	M	15	
PR	Bri-Mar Tilt Travel Trailer	\$7,985	M	16	
COP	WAP	\$7,000	M	17	
COP	Primary Firearm	\$24,383	M	18	
RES	4 Ambulances	\$720,000	L	19	
RES	4 WD Vehicle	\$80,000	L	20	
ENG	Lynn Court Overlay	\$148,445	L	21	
ENG	Wythe Circle Overlay	\$35,805	L	22	
ENG	Post Court Drainage Improvements	\$50,000	L	23	
ENG	Triangle Road Sidewalk	\$183,328	L	24	
PW	Tractor John Deere Snow Blower Plow, Broom	\$21,500	L	25	
COP	Live Scan Integration W/Mgmt System	\$6,000	L	26	
ADM	VOIP Phone System	\$140,000	L	27	\$275,000 Requested
COP	Storage Shed/Misc. equipment	\$3,000	L	28	
PW	Auto Flagger Unit	\$36,900	L	29	
COP	Speed Display/Message Board	\$16,995	L	30	

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Org	Description	Cost	Priority	Ranking	Notes
COP	PRO #2 Siren Package	\$314,820	L	***	Not Ranked
EM	Portable Radio Option #2	\$37,635	L	***	Not Ranked
PR	AVM Basketball Court Light Replace		L	x	Not Ranked
COP	PRO #1 No Siren	\$249,169	N/A	x	Not Ranked
COP	PRO #2 No Siren	\$288,710	N/A	x	Not Ranked
EM	Portable Radio Option #1	\$33,218	N/A	x	Not Ranked

Mr. Herbert read through the high priority and medium priority items ranked by the Committee.

Chairman Sireci noted the main Seniors bus is in good shape and is a few years old. The old bus has close to 200,000 miles. Getting a new bus would allow what is now the main bus to become the secondary.

Mr. Herbert read through the low priority items.

Deputy Mayor McCauley asked why there are 4 ambulances on the list.

Chairman Sireci said some department heads submit proposals only for now. Typically the Police and Rescue Squad give us a plan that spans over a number of years. Engineering also presents improvements for the next decade. We do not break them down but rather put them on the list as presented.

Mr. Herbert said the overlays for Lynn Court and Wythe Circle were ranked low because it does not impact a lot of people. The sidewalk on Triangle would be nice to have but not a priority because there is a sidewalk on the other side of the road.

The flagger unit would possibly eliminate the need for a flagman. It is a machine that is put out where the arm would come down like a railroad stop where lights go off.

Chairman Sireci noted it is not automatic though. It still needs to be operated.

Ms. Fenwick asked if the \$7,000 yearly maintenance was over and above the \$64,200 noted for the EMS CAD.

Chairman Sireci said it is but maintenance would fall under an operating budget not a capital budget. We mentioned it because they added it in with their proposal.

Mr. Herbert said the CAD system captures the time when someone places a call, the time the ambulance arrives, is taken to the hospital and things like that.

Dr. Sireci said the radio items are partially mandated.

Mr. Herbert reviewed the radio system for the Police. He noted the Fire Department is already on the County system. The mandate for the radio system is unfunded. The Police have been operating on a wide band FM System. The requirement by the FCC is that they use a narrow band system. In doing so you can conceivably get twice as many channels to talk on. We were supposed to have completed that transition this year. We recommended \$80,000 to do that in last year's capital budget.

Chairman Sireci said there is such an explosion of electronic communications that there is not enough bandwidth anymore. This has been known it was coming and is already funded.

Mr. Herbert continued, there is also a second part of it. The County has what they call a trunk system. There are hundreds of radios in the County on that system. Many of the EMS, Police and Fire Departments in the County have already gone to it. There are only 8 frequencies available for all of these dozens of departments. By going to this County trunk system, the County can provide us with a system that has better coverage. It is already set up in Hillsborough. We have already heard it provides better coverage than our current Police system. The trunk system allows us to communicate further within the departments and throughout the county. Right now when the Police leave Hillsborough they have to switch to a different frequency. It makes a lot of sense for many reasons to go to this trunk system but they cannot take up this year because they are at capacity. Next year the trunk system is going to get 5 more frequencies from the FCC to expand it. One of the requirements is that we maintain our current system as a back-up system for times of emergency. To do that we need to spend about \$40,000 of the \$80,000 that was approved last year on the current system.

Dr. Sireci said if we did it now, we would not have to spend the full \$80,000 on the VHF and we would save \$40,000 on the VHF conversion because the UHF conversion would cover the rest. The problem with the UHF conversion is that they cannot take us now; it is a lot of money; and then there is the Motorola factor. The sirens on the Police cars work through the radio

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system so we cannot go for the package without sirens. Right now Motorola has the market on the County system. Next year Project 25 will bring in a lot of other vendors so we anticipate the prices will go down and we can save even more.

Chairman Sireci said the Police Department has put in for a waiver from the FCC for a 6 month delay for having to comply with the VHF mandate. If the waiver is granted they may be able to stretch the VHF mandate until the middle of next year. If there is time to get the UHF by then that could bring more savings. The pagers from the EMS would work with the new system. They need 100 at \$450 each.

Chairman Sireci said their radios already have UHF capability so when they expand they can have access. They just have to have the narrow banding.

Chairman Sireci said probably 80% of the time we spent as a committee was dedicated to the radio and to understand how the trunking system works and how they have to expand the number of frequencies. So next year we will have to do the UHF

system. After that we will have a fully modernized and integrated communications across all of our emergency services with the County that will all comply with Federal mandates.

Mr. Herbert said this is a good mandate. Ten years after 9-11 emergency services still cannot talk to each other. This will go a long way in solving that.

Chairman Sireci said the VHF system is local; the UHF system will at least be county wide.

Mr. Herbert said now when two emergency services are on the scanner at the same time they step on each other and chances are you cannot hear either one. The trunking system is computer controlled and will actually hold the second caller until the first one is finished. It also prioritizes calls such as if someone from the Parks Dept. and the Fire Dept. are trying to talk at the same time, the Fire Dept. will get prioritized first.

Chairman Sireci clarified that since testimony is not being taken for an application, no one from the public needs to be sworn in.

Ron Campbell – Woods Road

Mr. Campbell provided a copy of his FCC license to Chairman Sireci and stated he believed himself to be an expert in radio maintenance. He brought up the cost of \$450,000 for the pagers.

Chairman Sireci stated this was determined to be a typo. The actual cost is \$45,000. Mr. Volpe confirmed that to be the case.

Mr. Campbell added the pagers do not need to be replaced and reviewed his understanding of narrow banding. He stated there is not requirement that the pagers have to be switch in 2 years; that is a misstatement.

Chairman Sireci said the pagers are UHF, not VHF narrow band pagers.

Mr. Campbell said the County has assured me and other agencies that they will continue to service and maintain the VHF paging transmitters for as long as the agencies in the county need them. The Hillsborough Squad can continue to be dispatched on the VHF pagers.

Chairman Sireci said what we were told is while it is possible to simulcast on UHF and VHF, County policy dictates that this can only be done temporarily. The requirement will be to fully switch to UHF paging systems within 2 years.

Mr. Campbell said the Fire Department has been simulcasting both on UHF and VHF.

Mr. Herbert said perhaps the cost can be split over several years.

Chairman Sireci said certainly we can look to the County to clarify what their position is on going to UHF paging between now and the time the budget goes to the Township Committee. If the County will support VHF pagers beyond 2 years then you are correct in saying we do not need VHF pagers but if the timeframe is 2 years then we will need the pagers which can be split over 2 years. The County representative gave us a very detailed description of radios but we did not ask about pagers so we will get that information directly from the County.

Chairman Sireci said if the Board likes, the priority listing can be recommended to the Township Committee for the Capital Planning Budget pending an inquiry with Mr. Rue from the County about UHF and VHF simulcast paging support.

Mr. Ringelheim asked if we find that the County will continue to support the banding beyond the 2 years, do you want this back before the Planning Board?

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Chairman Sireci said it would not need to come back to the Planning Board. The Township Committee would then understand that the pagers would then move to low a priority status indefinitely but would remain a high priority if the support will not be there.

Ms. Fenwick asked what is the sense of our Sidewalk Fund. Are we able to utilize the funds that are being put into the Sidewalk Fund?

Chairman Sireci said Tom has been budgeting \$75,000 worth of repairs per year off of the fund.

Ms. Fenwick asked about the matter of a sidewalk on the south side of Triangle Road.

Chairman Sireci said to complete it fully would require a taking by eminent domain since the right-of-way runs out before Triangle Road. There was an obligation of the developer to resolve it as a result of the hearing.

Mr. Ringelheim said there is money in an escrow account set aside.

Chairman Sireci said at this point it would not be up to the Planning Board but up to the Township Committee to decide what needs to be done. Triangle gets very wide before it gets to Route 206. It extends to the edge of the right-of-way s there is no more room for a sidewalk. The Triangle link is not what the Capital Committee heard. The one proposed for this year's budget is another link that would not be used much at all.

A motion to recommend the Capital Planning Committee Priority List to the Township Committee for the Capital Planning Budget pending an inquiry about the County's future support of VHF paging was made by Mr. Mershon, seconded by Ms. Fenwick.

Roll Call: Dr. Marulli – yes; Ms. Fenwick – yes; Mr. Julian – yes; Mr. Mershon – yes; Deputy Mayor McCauley – yes; Chairman Sireci – yes. Motion carries.

ADJOURNMENT

The meeting adjourned at 8:26 p.m.

Submitted by:
Debora Padgett
Planning Board Clerk