

Minutes of the Regular Meeting of the Township Committee of the Township of Hillsborough, in the County of Somerset, State of New Jersey, held in the Municipal Complex at 7:30 p.m. on the above date.

Upon call of the roll, the following Committee members were recorded present: Committeeman Greg Burchette, Committeewoman Gloria McCauley, Committeeman Carl Suraci, Deputy Mayor Doug Tomson, and Mayor Frank DelCore. Also, in attendance were Township Clerk Pamela Borek, Township Administrator Anthony Ferrera and Township Attorney William Willard on behalf of Albert Cruz.

### **SALUTE TO THE FLAG**

Following roll call, Mayor DelCore advised that in accordance with Section 5 of the Open Public Meetings Act, Chapter 231, of the Public Laws of 1975, that notice of this meeting was made by the posting on the bulletin board at the Hillsborough Township Municipal Complex and notifying the officially designated newspapers that this meeting would take place at the Hillsborough Township Municipal Complex at 7:30 p.m. on July 9, 2013.

### **APPROVAL OF MINUTES**

#### ***Approval of the May 14, 2013 Executive Session Minutes***

Upon motion by Committeeman Burchette, seconded by Committeewoman McCauley, the minutes of the May 14, 2013 Executive Session Minutes were approved upon the call of the roll.

Deputy Mayor Tomson abstained.

#### ***Approval of the June 11, 2013 Regular Session Minutes***

Upon motion by Deputy Mayor Tomson, seconded by Committeeman Burchette, the minutes of the June 11, 2013 Regular Session Minutes were approved upon the call of the roll.

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

#### **Committeeman Burchette**

Committeeman Burchette stated he would like to remind everyone to trim all branches and trees that are obstructing the walkways. Please keep those areas clear of debris.

#### **Committeewoman McCauley**

Committeewoman McCauley said that she would like to remind everyone that on July 20<sup>th</sup> it is the Sourlands Music Festival. It is co-sponsored by the Cultural and Arts Commission.

#### **Committeeman Suraci**

Committeeman Suraci stated that he had nothing to report this evening.

#### **Deputy Mayor Tomson**

Deputy Mayor Tomson stated that he wanted to thank everyone for coming to the Independence Day Celebration.

#### **Mayor DelCore**

Mayor DelCore stated that he was happy to report that the Hillsborough Fireworks went off – no pun intended – without a hitch a week ago Friday. Mayor DelCore thanked our sponsors for the event, as well as our Police Department, Fire Departments on hand and other emergency services, Public Works, and Parks & Recreation for all they did to make the fireworks a success.

Mayor DelCore stated that he had the honor of attending the first inaugural John Basilone Bowl Game with the Mayor of Raritan and Mayor of Bridgewater. It was to honor John Basilone that was a War Hero. It was a wonderful event for the players and everyone that attended.

Mayor DelCore stated that the Hillsborough Township Deer Management Program Permit Application process is open. Applications can be downloaded from the Township website or obtained at the Clerk's Office. Completed applications must be submitted by Friday, July 19<sup>th</sup> at 4pm to the Clerk's office.

Mayor DelCore stated that during these days of extreme heat it is important to stay hydrated and if possible take shelter in a cool place. Additionally, from time to time there are power outages either associated with the excessive heat or by a quick moving storm – please reach out to your respective power companies to report an outage. Do not assume that the power companies know there is an outage. Unless you report it, they do not know.

Mayor DelCore stated the deadline to register to vote in the Special Primary Election is July 23<sup>rd</sup>. Visit the Township or Somerset County's website for a voter registration form. If you are already registered then you are fine, otherwise please register by July 23<sup>rd</sup>.

## **PROCLAMATIONS / APPOINTMENTS/PRESENTATIONS**

### ***Proclamation honoring 2013 Hillsborough Middle School Girls Softball Team***

***WHEREAS***, the 2013 Hillsborough Middle School Girls Softball Team had a very successful season because of their hard work and dedication; and

***WHEREAS***, the 2013 Hillsborough Middle School Girls Softball Team comprised of the following young athletes: Grace Cofino, Catherine Korsun, Olivia Marnell, Kristen Sarik, Anastasia Barney, Julia Colavita, Jennifer Klein, Sophia Leone, Hannah McCray, Alexa Penna, Adriana Prieto, Alissa Saverino, Nikita Solanki, Ashley Steeneck, Kelsey Galevich, Katie Myers, and Jenna Powell who helped the team reach exceptional achievements; and

***WHEREAS***, the Hillsborough Middle Girls Softball Team was led by Coach Rich Rosenblum and Assistant Coach Larissa McCann; and

***WHEREAS***, the Hillsborough Middle School Girls Softball Team had a 15-1 season; and

***WHEREAS***, the Hillsborough Middle School Girls Softball Team won the title of the 2013 Central Jersey Junior Softball League Champions.

***NOW, THEREFORE, BE IT PROCLAIMED*** that we, the Mayor and the Township Committee of Hillsborough, do hereby commend all of the members of the 2013 Hillsborough Middle School Girls Softball 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 2013 Hillsborough Middle School Girls Softball Team for the honor that they have brought to themselves, their team and our community through their many achievements.

**Proclamation honoring Allison Gan for earning the Girls Scouts of New Jersey Gold Award**

**WHEREAS**, Allison Gan, a member of Girl Scout Troop 1096 of the Girl Scouts of New Jersey Council, has earned the Gold Award, the highest award a Girl Scout can earn; and

**WHEREAS**, we, the Township Committee of the Township of Hillsborough, recognize the many hours Allison devoted to attaining the Gold Award, working with diligence and determination in order to achieve this highly coveted award; and

**WHEREAS**, Allison renovated the Agape House, a homeless shelter in Somerville, New Jersey, to make a home-like atmosphere, by painting three rooms, donating furniture, a television, and a PlayStation; and

**WHEREAS**, Allison planned monthly game nights for the children and transformed the homeless shelter into a picturesque home for families; and

**WHEREAS**, Allison Gan serves as an example to youth through her high level of personal achievement, leadership and community service, and we are very proud that Allison is a member of our community.

**NOW, THEREFORE, BE IT PROCLAIMED** that we, the Mayor and Township Committee of the Township of Hillsborough, extend our sincere congratulations to Allison Gan for having achieved the status of Gold Award, an honor for both her and for those who have guided her, with our best wishes for a bright future.

Mayor DelCore thanked and congratulated all of the proclamation recipients.

**NEW BUSINESS**

None

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

Thomas Shore, 3 Mulford Lane, Hillsborough approached the Committee. He stated he has been a resident for 45 years. He referred to a letter he sent on June 10 regarding a hazardous condition at Riverside Terrace & Surrey Drive. He also attached a map and fatality report in relation to the situation. He wanted to know what action the committee has taken in this matter.

Mayor DelCore stated that he has forwarded the letter to the Police Chief. They will make an evaluation and put a police officer there on post. The Police Captain is also aware of the situation.

Thomas Shore suggested to put a four way stop sign. There are no sidewalks in the area, and it is very hazardous.

Mayor DelCore stated that a review will be conducted for additional stop signs, and follow up with him directly as well.

**PUBLIC HEARINGS**

**2013-16** An Ordinance of the Township of Hillsborough in the County of Somerset, New Jersey, providing for various Capital improvements and related expenses in and for the Township of Hillsborough and appropriating \$716,713 therefore, and providing for the issuance of \$680,877 in bonds or notes of the Township of Hillsborough to finance the same.

**BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF HILLSBOROUGH, IN THE COUNTY OF SOMERSET, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring), as follows:**

Section 1. The improvement or purpose described in Section 3 of this bond ordinance is hereby authorized to be undertaken by the Township of Hillsborough, in the County of Somerset, New Jersey (the "Township") as a general improvement. For the improvement or purpose described in Section 3 hereof, there is hereby appropriated the sum of \$716,713, including the sum of \$35,836 as the down payment required by the Local Bond Law. The down payment has been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment or otherwise provided for hereunder, negotiable bonds or notes are hereby authorized to be issued in the principal amount of \$680,877 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds or notes, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvements hereby authorized and the purposes for which the bonds or notes are to be issued include the migration of the Township Police Communication System; the upgrading of the Township 911 System and the acquisition and installation of a VOIP Phone System, and all work and materials necessary therefor or incidental thereto.

(b) The maximum amount of bonds or notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. 40A:2-8.1. The chief financial officer is hereby authorized to sell part or all of the notes from time to time, at not less than par and accrued interest, at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

Section 5. The capital budget (or temporary capital budget as applicable) of the Township is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. In the event of any such inconsistency and amendment, the resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget (or amended temporary capital budget as applicable) and capital program as approved by the Director of the Division of Local Government Services is on file with the Clerk and is available there for public inspection.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3 of this bond ordinance is not a current expense. It is an improvement or purpose the Township may lawfully undertake as a general improvement, and no part of the costs thereof have been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purposes, within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 10 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$680,877 and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$20,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the improvements or purposes.

(e) The Township reasonably expects to commence the acquisition and/or construction of the improvements or purposes described in Section 3 hereof, and to advance all or a portion of the costs in respect thereof, prior to the issuance of bonds or notes hereunder. To the extent such costs are advanced, the Township further reasonably expects to reimburse such expenditures from the proceeds of the bonds or notes authorized by this bond ordinance, in an aggregate amount not to exceed the amount of bonds or notes authorized in Section 2 hereof.

Section 7. Any grant moneys received for the purposes described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized hereunder shall be reduced to the extent that such funds are so used.

Section 8. The full faith and credit of the Township is hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy ad valorem taxes upon all the taxable real property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 9. The Township hereby covenants to take any action necessary or refrain from taking such action in order to preserve the tax-exempt status of the bonds and notes authorized hereunder as is or may be required under the Internal Revenue Code of 1986, as amended, and the regulations promulgated thereunder (the "Code"), including compliance with the Code with regard to the use, expenditure, investment, timely reporting and rebate of investment earnings as may be required thereunder.

Section 10. To the extent that any previous ordinance or resolution is inconsistent herewith or contradictory hereto, said ordinance or resolution is hereby repealed or amended to the extent necessary to make it consistent herewith.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Mayor DelCore stated that when Ordinance 2013-16 was introduced last month, it authorizes the Chief Finance Officer to borrow the funds to upgrade the Township's Emergency 911 system, to provide for the police radio migration required by the FCC as well as improvements to the municipal telephone system.

Mayor DelCore stated that this Township Committee has remained steadfast on our commitment of pay as you go for routine capital and these are not routine capital purchases. Typically, municipalities bond for their routine capital purchases, which Hillsborough does not.

Mayor DelCore stated that the necessary expenditures as outlined in the bond ordinance fall outside the criteria of the Township's "Pay as you go" capital spending plan.

Mayor DelCore said that the Emergency 911 upgrade is necessary because the current system can no longer be maintained without this upgrade.

Mayor DelCore stated that the police radio migration is federally mandated and will allow our Emergency Service providers to continue to communicate with all public safety agencies.

Mayor DelCore stated that the improvements to the 20 plus year old municipal telephone system are necessary as it is no longer economically prudent to upgrade or repair (no new replacement parts are available, only refurbished items with limited warranties are available – for example the cards and handsets) the existing aging system. This upgrade will enable further shared services with the Board of Education resulting in additional cost savings as we will be sharing the use of their call manager server.

Mayor DelCore stated that by bonding for these expenditures, it reserves capital funds to be used for routine capital expenditures in future years, such as sidewalks and roads.

Committeeman Burchette said that the Capital Planning Review Committee said it was very high priority and that it was too much for the capital budget and that is why we had to go this route.

Deputy Mayor Tomson said this is a Federal mandate that this is happening. There will be no help from the Federal Government.

Committeeman Suraci stated that we will be entering into a shared service with the School Board with this equipment.

#### **OPEN PUBLIC HEARING**

Upon motion by Committeeman Suraci, seconded by Committeewoman McCauley, to open the public hearing, the aforesaid was unanimously approved upon call of the roll.

#### **CLOSE PUBLIC HEARING/ADOPT**

Upon motion by Committeeman Burchette, seconded by Deputy Mayor Tomson, to close the public hearing and adopt ordinance 2013-15, the aforesaid was unanimously approved upon call of the roll.

#### **INTRODUCTION OF NEW ORDINANCES**

**None**

#### **CONSIDERATIONS**

1. **RESOLUTION ADOPTING A WILDLIFE MANAGEMENT PLAN FOR THE 2013-2014 SEASON RESOLUTION AFFIRMING MEMORANDUM OF AGREEMENT WITH IBT LOCAL 701 AND AUTHORIZING MAYOR AND TOWNSHIP CLERK TO EXECUTE A COLLECTIVE BARGAINING AGREEMENT**

**WHEREAS**, the Township of Hillsborough and the IBT Local 701 have engaged in negotiations for a new collective bargaining agreement between the parties; and

**WHEREAS**, the Township of Hillsborough and the IBT Local 701 have reached a Memorandum of Agreement and the parties have agreed to the terms and conditions set forth in the Memorandum.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the Township Committee hereby agrees to the terms and conditions set forth in the Memorandum of Agreement between the parties.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Mayor and Township Clerk are hereby authorized to execute on behalf of the Township of Hillsborough any and all agreements necessary to effectuate the provisions of said Memorandum of Agreement.

Mayor DelCore stated that negotiating collective bargaining agreements is never an easy task. By signing this Memorandum of Agreement with IBT Local 701 we are one step closer to finalizing this contract.

Upon motion by Deputy Mayor Tomson, seconded by Committeewoman McCauley, the consent agenda was unanimously approved upon call of the roll.

2. **RESOLUTION TO RENEW KBLJ, LLC AND C & J OPERATING, LLC LIQUOR LICENSES FOR THE 2013-2014 LICENSE TERM**

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

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

**WHEREAS**, the Township Clerk has certified that KBLJ, LLC and C & J Operating, LLC have posted the required municipal fee of \$2,500 for a Plenary License together with the State fee of \$200; and

**WHEREAS**, the Township Clerk has further certified that KBLJ, LLC and C & J Operating, LLC have submitted the appropriate and complete renewal application, and have been granted a New Jersey State Tax Clearance Certificate as required by law.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough that Plenary Retail Consumption License for KBLJ, LLC and C & J Operating, LLC are hereby renewed for the year 2013-2014 effective July 10, 2013.

Mayor DelCore stated that all of the holders of Township liquor licenses listed in this resolution have paid the requisite fees. They have been reviewed by the Police Department and have filed all the appropriate documentation to have their licenses renewed.

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

3. **RESOLUTION AUTHORIZING THE HIRING OF BARBARA A. MAZZAGATTI, AS DEPARTMENT OF PUBLIC WORKS SECRETARY, AT AN ANNUAL SALARY OF \$30,000, EFFECTIVE JULY 15, 2013 AND THE HIRING OF DANIELLE GILLEECE, AS A PART-**

**TIME FLOATER FOR THE TOWNSHIP OF HILLSBOROUGH, AT \$14.50 AN HOUR NOT TO EXCEED 29 HOURS PER WEEK, EFFECTIVE JULY 15, 2013**

**WHEREAS**, there exists a vacancy in the Department of Public Works for a full time secretary because of the retirement of Kathy Wesolowski; and

**WHEREAS**, Director of Public Works recommends that Barbara A. Mazzagatti be appointed as Department of Public Works Secretary, effective July 15, 2013, with an annual salary of \$30,000.00; and

**WHEREAS**, there is the need for a part time floater for the Township of Hillsborough; and

**WHEREAS**, the Administrator recommends the appointment of Danielle Gilleece to the position of part time floater for the Township of Hillsborough at an hourly rate of \$14.50 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 recommendations of the Director of Public Works and the Administrator, be and hereby are accepted and approved.

Mayor DelCore stated that with the recent retirement of Kathy Wesolowski, an opening existed for the Department of Public Works Secretary position. After an extensive interview process, Barbara Mazzagatti was selected to fill the position of Department of Public Works Secretary. This is not a new position but simply the back filling of an already existing position.

Mayor DelCore stated that Ms. Gilleece was selected as a part time office assistant. Part time employees do not accrue benefit costs and provide a budget savings to the Township.

Upon motion by Committeeman Burchette, seconded by Committeeman Suraci, the consent agenda was unanimously approved upon call of the roll.

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

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

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

**WHEREAS**, the project is a joint effort between the Department of Law and Public Safety and the Applicant Local Unit of Government, for the purpose described in the application; and

**THEREFORE, BE IT RESOLVED**, by the Township Committee of Hillsborough that

1. As a matter of public policy the Applicant's Unit of Government wishes to participate to the fullest extent possible with the Department of Law and Public Safety.
2. The Attorney General of New Jersey will receive funds on behalf of the Applicant.



3. The Division of Criminal Justice shall be responsible for the receipt and review of the applications for said funds.
4. The Division of Criminal Justice shall initiate allocations to the applicant as authorized by law.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey approve participation in the Safe and Secure Communities

Mayor DelCore stated that we have been informed by the New Jersey Division of Criminal Justice that we are eligible to renew the Safe and Secure Communities Program grant in the amount up to \$60,000 for the year 2013. This revenue partially supplements the salary of two officers currently employed by the Hillsborough Township Police Department.

Mayor DelCore stated that as always, we are enthusiastically accepting any grant money made available to Hillsborough. Part of the application process requires an authorizing resolution for participation.

Committeewoman McCauley said that she wanted to thank everyone for bringing the grants to the Township.

Upon motion by Committeeman Burchette, seconded by Deputy Mayor Tomson, the consent agenda was unanimously approved upon call of the roll.

**5. RESOLUTION AUTHORIZING THE HIRING OF RICHARD B. PERLMAN, AS BUILDING SUBCODE OFFICIAL, WITH AN ANNUAL SALARY OF \$80,000, EFFECTIVE JULY 15, 2013**

**WHEREAS**, there exist a vacancy for Building Subcode Official, in the Township of Hillsborough's Construction Department; and

**WHEREAS**, the Director of Building recommends the hiring of Richard B. Perlman as Building Subcode Official at an annual salary of \$80,000, effective July 15, 2013.

**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 Building is hereby accepted and approved.

Mayor DelCore stated that after a thorough interview process to fill a vacancy in the Building Department, Richard Perlman was selected to fill the position of Building Sub-Code Official. He is very exciting about a very capable employee joining us.

Committeewoman McCauley stated that she had the opportunity of interviewing him with Administrator Anthony Ferrera, and that she was very happy that he was a great candidate.

Upon motion by Committeewoman McCauley, seconded by Committeeman Suraci, the consent agenda was unanimously approved upon call of the roll.

**CONSENT**

**1. RESOLUTION RATIFYING AND CONFIRMING THE TOWNSHIP OF HILLSBOROUGH CHIEF OF POLICE, PAUL KAMINSKY, POSTING FOR THE POSITION OF POLICE CLERK IN THE TOWNSHIP POLICE DEPARTMENT**

**WHEREAS**, Police Clerk, Lou Walakonis, is transferring to the position of Police Civilian Specialist, due to the anticipated retirement of Robert Agans; and

**WHEREAS**, Police Chief Kaminsky has determined that the position of Police Clerk needs to be filled as soon as possible.

**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 Police Chief Kaminsky posting for the position of Police Clerk.

**2. RESOLUTION ACCEPTING THE RETIREMENT OF POLICE CIVILIAN SPECIALIST ROBERT AGANS, EFFECTIVE AUGUST 2, 2013, AFTER 43 YEARS OF SERVICE AND AUTHORIZING THE TRANSFER OF POLICE CLERK LOU WALAKONIS TO THE POSITION OF POLICE CIVILIAN SPECIALIST ON OR ABOUT AUGUST 2, 2013.**

**WHEREAS**, Robert Agans is employed by the Township of Hillsborough as Police Civilian Specialist; and,

**WHEREAS**, Mr. Agans will retire from the aforementioned position, effective August 2, 2013; and

**WHEREAS**, Police Chief Kaminisky authorizes the transfer of Police Clerk Lou Walakonis to the position of Police Civilian Specialist on or about August 2, 2013.

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby accepts the retirement of Robert Agans, effective August 2, 2013 and authorizes the transfer of Police Clerk Lou Walakonis to the position of Police Civilian Specialist.

**3. RESOLUTION ACCEPTING THE RETIREMENT OF DEPUTY COURT ADMINISTRATOR MARY ELLEN STAHLEY, EFFECTIVE OCTOBER 1, 2013 AND AUTHORIZING THE COURT ADMINISTRATOR TO POST FOR THE POSITION OF VIOLATIONS CLERK, IN THE TOWNSHIP COURT OFFICE.**

**WHEREAS**, Mary Ellen Stahley is employed by the Township of Hillsborough as Deputy Court Clerk; and,

**WHEREAS**, Ms. Stahley will retire from the aforementioned position, effective October 1, 2013; and

**WHEREAS**, the Court Administrator requests authorization to post for the position of Violations Clerk.

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby accepts the retirement of Mary Ellen Stahley, effective October 1, 2013 and authorizes the Court Administrator to post for the position of Violations Clerk.

**4. RESOLUTION ACCEPTING THE RESIGNATION OF JACK DANIELS, FIRE SUBCODE OFFICIAL, EFFECTIVE AUGUST 7, 2013 AND AUTHORIZING THE DIRECTOR OF BUILDING TO POST FOR THE POSITION OF FIRE SUBCODE OFFICIAL, IN THE TOWNSHIP BUILDING DEPARTMENT.**

**WHEREAS**, Jack Daniels is employed by the Township of Hillsborough as Fire Subcode Official; and,

**WHEREAS**, Mr. Daniels has submitted his resignation to the aforementioned position, effective August 7, 2013; and

**WHEREAS**, the Director of Building requests authorization to post for the position of Fire Subcode Official.

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby accepts the resignation of Jack Daniels, effective August 7, 2013 and authorizes the Director of Building to post for the position of Fire Subcode Official.

**5. RESOLUTION AUTHORIZING THE TOWNSHIP OF HILLSBOROUGH TO TAKE RESPONSIBILITY FOR STREET LIGHTS LOCATED ON WHETHERELL ROAD AND WRAIGHT COURT.**

**WHEREAS**, a request has been received from Country Classics @ Belle Mead for the Acceptance of Street Lighting; and

**WHEREAS**, Assistant Township Engineer Thomas Belanger has confirmed that 12 of the 23 lots in the above referenced subdivision have in fact been issued certificates of occupancy; and

**WHEREAS**, in accordance with P.I.1991c.256 the streets lights within Country Classics @ Belle Mead should now be accepted into the public street light system as 50% of the Certificates of Occupancy have been issued; and

**WHEREAS**, all of the street lights in Country Classics @ Belle Mead are included in this acceptance and include the following roadways:

Whetherell Road  
Wraight Court

**WHEREAS**, Assistant Township Engineer Thomas Belanger has stated that the developer's account number for these lights is 601802429257 and further recommends that the Township Committee take action to accept said street lights.

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby accepts and approves the recommendation of Assistant Township Engineer Thomas Belanger, thereby accepting Country Classics @ Belle Mead into the Township street light system.

**6. RESOLUTION APPROVING THE APPLICATION FOR A CARNIVAL LICENSE FOR TOM KILBOURNE FOR AN EVENT TO BE HELD ON JULY 20, 2013.**

**WHEREAS**, an application for a Carnival License has been filed by Tom Kilbourne for an event, to be held on July 20, 2013; 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 for Tom Kilbourne for an event, to be held on July 20, 2013.

**7. RESOLUTION APPROVING THE REQUEST FROM HILLSBOROUGH REALTY, LLC FOR REDUCTION OF PERFORMANCE AND CASH BONDS AT HILLSBOROUGH REALTY, LLC (WISEMAN ENTERPRISES, LLC).**

**WHEREAS**, a request was received from Hillsborough Realty, LLC for a reduction of Performance and Cash Bonds; and

**WHEREAS**, Assistant Township Engineer Thomas Belanger certifies that sufficient progress has been made at the Hillsborough Realty, LLC project to warrant a reduction of Performance and Cash Bonds; and

**WHEREAS**, Assistant Township Engineer Thomas Belanger recommends that the Township Committee take action to reduce Performance Bond No.'s 0810, 0811, and 0812 from the existing amount of \$224,955.00 to \$123,258.00, a reduction of \$101,697.00, and to reduce the current cash bond principal of \$22,495.00 to \$13,695.00, a reduction of \$8,800.00.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Assistant Township Engineer is hereby accepted and approved.

**8. RESOLUTION APPROVING REQUEST FROM FRANK BRZYSKI FOR THE RELEASE OF CASH ESCROW FOR ROAD OPENING PERMIT, IN THE AMOUNT OF \$150.00.**

**WHEREAS**, a request has been received from Frank Brzyski for release of cash escrow for Road Opening Permit, in the amount of \$150.00; and

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

**WHEREAS**, the Assistant Township Engineer recommends that the Township Committee take action to release the \$150.00 cash escrow that was posted for the completion of the project.

**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.

Mayor DelCore stated that Police Civilian Specialist Bob Agans has been with us for 43 years and will be missed.

Mayor DelCore stated that our Deputy Court Administrator Mary Ellen Stahley, effective October 1, 2013 will be retiring. Mayor DelCore wished her well.

Upon motion by Deputy Mayor Tomson, seconded by Committeeman Burchette, the consent agenda was unanimously approved upon call of the roll.

### CLAIMS LISTS

Mayor DelCore presented Claims Lists 2013-13.

Upon motion by Committeeman Burchette, seconded by Deputy Mayor Tomson, Claims List 2013-13 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. *Contract Negotiations: Sanitary Sewer Expansion*

b. *Potential Litigation: Van der Veer House eviction*

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 Suraci, seconded by Committeewoman McCauley, the aforesaid resolution was unanimously approved upon call of the roll.

### RE-OPEN PUBLIC MEETING

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

**ADJOURNMENT**

Upon motion by Deputy Mayor Tomson, seconded by Committeeman Suraci, the meeting duly adjourned at 9:19 p.m. Said motion was carried unanimously upon voice vote.

Attested:

Pamela Borek  
Township Clerk