

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 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 September 10, 2013.

Mayor DelCore called for a moment of silence in remembrance of September 11, 2001.

Mayor DelCore noted that flags will be at half staff tomorrow in honor of 9/11.

Mayor DelCore reminded residents of two 9/11 ceremonies: Hillsborough Township Volunteer Fire Co. # 2, Station 37 will host a ceremony at 9:45am and Woods Road Fire Company #3 will host a ceremony at 7pm at 324 Woods Road.

APPROVAL OF MINUTES

Approval of the July 23, 2013 Executive Session Minutes

Upon motion by Committeeman Suraci, seconded by Committeewoman McCauley, the minutes of the July 23, 2013 Executive Session Minutes were approved upon the call of the roll.

Committeeman Burchette abstained.

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

Committeeman Burchette

Committeeman Burchette reminded all businesses that business advertising signs require a zoning permit. The permit is actually FREE and can be obtained at the Planning and Zoning Office. Please call our Zoning Officer at 908-369-4313 extension 209 for more information.

Committeeman Burchette stated that any residents having a sump pump discharge to the street may need to redirect them as they can cause icing and hazardous street conditions in the upcoming cold months. The Township does have the right to require the discharges to be removed from the street if they are causing a hazard. They must also not impact adjoining properties. Check in with the Engineering and Plumbing departments for further information.

Committeeman Burchette stated that Stewarts is now open.

Committeeman Burchette reported that Mathnasium opened last week; they make learning math a fun experience.

Committeewoman McCauley

Committeewoman McCauley reminded area residents and commuters that Hillsborough Township Schools are now open. Please exercise caution while driving through neighborhoods and around the school. Motorists can anticipate an overall increase in traffic volume throughout the township as school busses take to the streets along with congestion and backups around Township Schools. Please remain alert for stopped school busses and increased pedestrian traffic.

Committeewoman McCauley announced that Saturday, September 28th from 9am until noon our Department of Public Works in conjunction with the 28th Annual Coastal Clean Up for New Jersey will be hosting A Community Clean Up Day. Our efforts will be focused on retention basins clean up. Supplies and refreshments will be provided. Please call DPW at 908-369-3950 to register.

Committeewoman McCauley reminded resident that the application process for the Fall Grants through the Hillsborough Rewards Program is now open. Non-profit, youth and senior Hillsborough organizations can apply. The application will be available at the Clerk's office and also online on the Township website.

Committeeman Suraci

Committeeman Suraci reported the 4th quarter 2013 and first 2 quarters of 2014 tax bills will be mailed later this month. Online tax payments can be found on the Township website under eGov / online payments.

Committeeman Suraci announced the Fall Soccer will be starting this Saturday, September 14th, with 837 players registered so far. Wait lists are being formed for any sold out rosters and the department will do their best to accommodate the teams. In addition, the Fall Recreation Brochure is now available. Please visit the Township website for all of the information and to register for any programs you are interested in.

Committeeman Suraci reminded residents to save the date for the Children's Halloween Party, which will be held Thursday, October 24th, complete with a haunted house, hay ride, pumpkin picking and a goody bag. Please visit the Township's Recreation website for more information and to register.

Deputy Mayor Tomson

Deputy Mayor Tomson thanked Volunteer Fire Company #1 for their invitation to their 75th Anniversary Dinner this past Saturday. He had the distinct honor of presenting a couple of very special proclamations that evening and it was quite impressive to be part of this historic anniversary.

Deputy Mayor Tomson announced that on Saturday, September 21st at 10am the Somerset County Fire Marshals Association will host a "Residential Fire Sprinkler Demonstration: at the Somerset County Emergency Services Training Academy, located at 402 Roycefield Road, Hillsborough.

Deputy Mayor Tomson stated the Township's Health Department will host flu vaccine clinics in October currently they are scheduled for Tuesday, October 8 from 2-4pm and 5-7:30pm and Thursday, October 10 from 5-7:30pm. No pre-registration is required. Please visit the Township website for any cancellation or additional dates.

Deputy Mayor Tomson reminded residents that September is peak West Nile Virus season and New Jersey has had 6 cases, outside of Somerset County, that have tested positive for West Nile Virus and 2 deaths. The Hillsborough Health Department reminds all area residents to take steps to protect against the West Nile virus including: maintaining screen doors and windows, wearing long sleeves and pants when outside, using an EPA registered repellent, use insect netting on infant carriers and strollers, limit outdoor activity when mosquitoes are most active – dawn and dusk and reduce standing water. For more information refer to the CDC website at CDC.GOV and for information on the spraying programs, please contact the Somerset County Mosquito Commission at 908-541-5021.

Deputy Mayor Tomson reminded residents that this Saturday, September 14th the YMCA will host their Fall Fest, a free community event from 10am until 2pm with activities for the whole family.

Mayor DelCore

Mayor DelCore stated that today is World Suicide Prevention Day. It is a day observed on September 10th each year to promote worldwide action to prevent suicides and raise awareness that suicide is a major preventable cause of premature death. Here in Hillsborough we have an organization known as BORO Safe and later this month they will be coming to receive a proclamation since the entire month of September is Suicide Awareness Month.

Mayor DelCore announced that the Hillsborough Varsity Football home opener is this Thursday, September 13 at the High School Stadium.

Mayor DelCore reported that Operation Secure Shred sponsored by Somerset County, will host a shredding event on Saturday, September 28th from 9am - 1pm. It will be held at the Branchburg Township Municipal Bldg. Parking Lot / 1077 US Hwy 202 North from 9am until 1pm, rain or shine. Shred It events provide the opportunity for all Somerset County residents to securely dispose of their confidential papers in a secure manner. These events are held throughout the county at various locations and dates.

Mayor DelCore said the Family Fun Night in conjunction with the Mayor's Wellness Campaign and the Red Ribbon Committee will be on Friday, October 18th at Auten Road School.

Mayor DelCore announced on Sunday, October 20th is the Central Jersey Heart Walk at Johnson Park in New Brunswick. All are invited to join the Mayor's Wellness Team. Please email Margo your name and contact information to be on the team. She can be reached at fitnessbymargo@comcast.net or stop by our Administration office to sign up.

PROCLAMATIONS / APPOINTMENTS/PRESENTATIONS

Proclamation honoring Hillsborough Junior legion Baseball Team

WHEREAS, Hillsborough Junior Legion Baseball Team had a very successful season because of their hard work and dedication; and

WHEREAS, the Hillsborough Junior Legion Baseball Team comprised of the following young athletes: Mike Engelhardt, Andrew Fox, Max Guidice, Ryan Iarkowski, Kyle Jeney, Elias Ku, Zach Maggio, Asher Masten, Cole Norfleet, Alec Romanoski, Jeff Serin, Dan Stoddard, Jimmy Suseck, Zach Tackach, Mike Ur, Chris Vadinsky and Eric Zickert who helped the team reach exceptional achievements; and

WHEREAS, the Hillsborough Junior Legion Baseball Team was led by Head Coach Jim Maggio, Assistant Coaches Tony Guidice, Frank Ur and Jay Jeney; and

WHEREAS, the Hillsborough Junior Legion Baseball Team had a 28-2 season; and

WHEREAS, the Hillsborough Junior Legion Baseball Team captured the Hamilton Memorial Weekend Tournament; and

***WHEREAS**, the Hillsborough Junior Legion Baseball Team won the Junior Division of the American Legion League of Central and Western New Jersey; and*

***WHEREAS**, the Hillsborough Junior Legion Baseball Team won the Pyramid Baseball League Somerset/Hunterdon/Warren Division Championship.*

***NOW, THEREFORE, BE IT PROCLAIMED** that we, the Mayor and the Township Committee of the Township of Hillsborough, do hereby commend all of the members of the Hillsborough Junior Legion Baseball Team, not only for the awards and championships they have won, but also for their unwavering teamwork, dedication, and sportsmanship throughout the season.*

***BE IT FURTHER PROCLAIMED** that we, the Mayor and the Township Committee, further commend the Hillsborough Junior Legion Baseball Team for the honor that they have brought to themselves, their team and our community through their many achievements and wish them much further success in all their future endeavors.*

Proclamation honoring Trisha Datta for her various accomplishments

***WHEREAS**, Trisha Datta, a junior at Hillsborough High School, placed second out of 301 New Jersey students scored in the New Jersey Science League competition; and*

***WHEREAS**, Hillsborough High School has been participating in the New Jersey Science League for more than three decades; and*

***WHEREAS**, the New Jersey Science League offers competitions in five subject areas: biology, chemistry, physics, earth science and environmental science; and*

***WHEREAS**, Trisha helped the Advanced Placement Chemistry II team place 13th in the state, while she achieved the highest score on her team; and*

***WHEREAS**, Trisha was selected to participate in the National Chemistry Olympiad, an honor extended to approximately 1,000 students nationwide and where she ranked among the Top 147 students in the country; and*

***WHEREAS**, Science and Math are Trisha's favorite subjects and she is also an active participant in Mathematic competitions, qualifying to participate in the American Invitational Mathematics Examination in 2012 and 2013 and has attained the highest score in New Jersey among the girls; and*

***WHEREAS**, Trisha is also a member of the High School Math Team, is the founder of the Shakespeare Club, is a member of the Hillsborough High School Soccer Team and a member of Hillsborough Soccer Club's Team Fusion and is an avid piano player.*

***NOW, THEREFORE BE IT PROCLAIMED** that we, the members of the Hillsborough Township Committee of the Township of Hillsborough, do hereby recognize and extend our sincere congratulations to Trisha Datta for being selected to compete in the New Jersey Science League and National Chemistry Olympiad.*

***BE IT FURTHER PROCLAIMED** by the Mayor and Township Committee of the Township of Hillsborough, that Trisha Datta is hereby recognized for her devotion and excellence in her academic awards and championships, but also for her unwavering dedication, and sportsmanship, an honor for both her and for those who have guided Trisha and wish for her well in all her future endeavors.*

Mayor DelCore thanked and congratulated the proclamation recipients.

NEW BUSINESS

None

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

PUBLIC HEARINGS

None

INTRODUCTION OF NEW ORDINANCES

None

CONSIDERATIONS

1. **RESOLUTION RATIFYING AND CONFIRMING AN AGREEMENT WITH THE COUNTY OF SOMERSET TO PROVIDE PARTICIPATION IN A COOPERATIVE MEANS OF CONDUCTING CERTAIN COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME INVESTMENT PARTNERSHIP PROGRAM ACTIVITIES**

WHEREAS, Title I of the Housing and Community Development Act of 1974 provides for substantial federal funds being made available to certain urban counties for use therein; and

WHEREAS, the Community Development Block Grant Program and the HOME Investment Partnership Programs have benefited the County as a whole and have provided a unique opportunity for intermunicipal cooperation; and

WHEREAS, the program provides substantial benefits to persons of low and moderate income including the elderly and disabled, and these benefits would be lost without a renewal of the County cooperation agreement; and

WHEREAS, the Township Committee desires to preserve benefits of the Community Block Grant Program and the HOME Investment Partnership Programs for the County by renewing its participation in the Somerset County Community Development Consortium; and

WHEREAS, the Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 et seq.) provides a mechanism through which counties and municipalities may enter into agreements for the provision of joint services; and

WHEREAS, N.J.S.A. 40A:65-5 provides that authorization for participation in a Shared Services Agreement must be by resolution.

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

1. It hereby authorizes continued participation in the Somerset County Community Development Consortium or Urban County.
2. It hereby authorizes, ratifies and confirms a certain Agreement between the Township of Hillsborough and Somerset County entitled "Agreement Between the County of Somerset and Certain Municipalities Located Therein For the Establishment of Cooperative Means of Conducting Certain Community Development Activities" and that this Agreement shall automatically renew in every successive qualification period unless the Township provide notice to HUD and Somerset County that it wishes to withdraw.

3. It hereby authorizes full participation by the Township of Hillsborough in all aspects of the activities provided for within said Agreement pursuant to the terms and conditions set forth in said Agreement.
4. It hereby incorporates said Agreement into this Resolution by reference as if fully set forth herein.
5. A copy of the Agreement with the County shall remain open for public inspection at the office of the Municipal Clerk.
6. A copy of the Agreement shall be filed for informational purposes, with the Division of Local Government Services in the Department of Community Affairs pursuant to rules and regulations promulgated by the Director.

Mayor DelCore stated that this resolution is required for Hillsborough to continue to qualify and participate in the Community Development Block Grant Program.

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

2. RESOLUTION AWARDING 2013 ROAD PAVING/MAINTENANCE CONTRACT FOR 2012 LOCAL AID GRANT PROJECT - RESURFACING OF HAMILTON ROAD, PHASE 2 AND WESTON ROAD PAVING

WHEREAS, the Assistant Township Engineer, has determined that there is a need for the acquisition of the following:

“2013 Road Paving/Maintenance Contract (For 2012 Local Aid Grant Project - Resurfacing of Hamilton Road Phase 2) and Weston Road Paving”; and

WHEREAS, sealed bids were opened and read on August 14, 2013, at 10:30 am which was the time and place provided for in the Invitation to Bid entitled “2013 Road Paving/Maintenance Contract (For 2012 Local Aid Grant Project - Resurfacing of Hamilton Road Phase 2) and Weston Road Paving” in accordance with the Local Public Contracts Law; and

WHEREAS, the Township received nine (9) bids ranging from \$504,826.75 to \$637,727.26 with the lowest bid from Top Line Construction Corporation; and

WHEREAS, the specifications provide that the award of the contract shall be made to the lowest responsible bidder; and

WHEREAS, pursuant to N.J.S.A. 40A:11-2(27) “The lowest responsible bidder is the one who conforms to all requirements of a specification and applicable statutory provisions”; and

WHEREAS, the Qualified Purchasing Agent has determined that the lowest responsible bidder is Top Line Construction Corporation; and

WHEREAS, the Township Assistant Engineer has reviewed the proposal and has provided the Township Committee with a memorandum recommending awarding of the contract to Top Line Construction Corporation; and

WHEREAS, the Township Attorney has reviewed the bid of Top Line Construction Corporation and finds it to be in conformance with the Local Public Contracts Law and the Township Instruction to Bidders; and

WHEREAS, funds are available and have been certified as such by the Chief Finance Officer, said certification is attached to this resolution.

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

1. An award of contract for the "2013 Road Paving/Maintenance Contract (For 2011 Local Aid Grant Project - Resurfacing of Hamilton Road Phase 2) and Weston Road Paving" is made to Top Line Construction Corporation in an amount not to exceed \$504,826.75.
2. The Mayor and Township Clerk are hereby authorized to execute a contract which shall delineate within it all of the terms of this Resolution and the contract documents.
3. A notice of this action shall be printed in the official Township newspaper.

Mayor DelCore stated that on August 14th the Township received nine (9) bids for the 2013 the Road Paving and Maintenance project. The bids ranged from \$504,826.75 to \$637,727.26. The specifications provide that the award shall be made to the lowest responsive and responsible bidder. Top Line Construction has been determined to meet those requirements. Additionally, the Township Assistant Engineer, the QPA and the Township Attorney have also reviewed the proposal and all find it acceptable.

This project will resurface a portion of Hamilton Road (aka phase 2 – from the rail bridge west toward route 206) and Weston Road (from Sunnymead to east to the West Meade Section.)

Committeewoman McCauley asked when this project will be starting?

Mayor DelCore deferred to Administrator Ferrera who replied in the next couple of weeks.

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

3. **Resolution authorizing the hiring of Susan M. Keeth, C.M.C.A., as Municipal Court Administrator, effective September 20, 2013, at an annual salary of \$70,000 per year.**

WHEREAS, there exist a vacancy in the position of Municipal Court Administrator; and

WHEREAS, the Township Administrator recommends the hiring of Susan M. Keeth, C.M.C.A. as Municipal Court Administrator, at an annual salary of \$70,000.00, effective September 20, 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 Township Administrator is herby accepted and approved.

Mayor DelCore stated that after an extensive interview process with a five person panel, Ms. Keeth has been selected for the position of Municipal Court Administrator. She has all the requisite qualifications for the position and we welcome Ms. Keeth to the Hillsborough-Montgomery Shared Municipal Court.

Committeewoman McCauley welcomed Ms. Keeth.

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

4. Resolution authorizing the hiring of Beth Baldwin as a part time floater for the Township of Hillsborough at an hourly rate of \$14.50 per hour, not to exceed 29 hours per week, effective September 16, 2013.

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

WHEREAS, the Administrator recommends the hiring of Beth Baldwin 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, effective September 16, 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 Administrator is hereby accepted and approved, and Beth Baldwin be appointed 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, effective September 16, 2013.

Mayor DelCore stated that there is a vacancy in the position of part time floater. This is not a new position but simply filling a vacancy. Part time employees do not accrue benefit costs and provide a budget savings to the Township.

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

5. Resolution authorizing job title and/or salary adjustments.

WHEREAS, there exists the necessity to restructure various job titles and/or salaries within Hillsborough Township; and

WHEREAS, the Township Administrator recommends the following job title and salary adjustments, effective September 16, 2013:

1. David Kois, will now be the Deputy Director of Planning/Zoning Official, at an annual salary of \$51,654.00 and will no longer be a member of the AFSCME, AFL-CIO Local 3697 – Council No. 73.
2. Cathy Faerber, will now be the Assistant Director of Social Services, at an annual salary of \$50,032.00 and will no longer be a member of the AFSCME, AFL-CIO Local 3697 – Council No. 73.
3. Debora Padgett, will now be the Administrative Assistant, in the Planning and Zoning Department, at an annual salary of \$45,600.00.
4. April Crossen, will now be the Deputy Treasurer/Tax Collector, at an annual salary of \$56,468.00.

WHEREAS, the Township Administrator recommends the following job title and/or salary adjustments, effective October 7, 2013:

1. Nancy Bergen, will now be the Assistant Director of Recreation, at an annual salary of \$52,528.00 and will no longer be a member of the AFSCME, AFL-CIO Local 3697 – Council No. 73
2. Griffin Dunne, will now be the Recreation Program Coordinator, at an annual salary of \$38,588.00.
3. Brian Van Dongen, will now be a Recreation Assistant, at an annual salary of \$33,500.00.
4. Fred Tenore, will now be a Public Works Worker IV, at an annual salary of \$51,352.00.

WHEREAS, the Township Administrator recommends the following job title and/or salary adjustments, effective August 1, 2013:

1. Lou Walakonis, transferred to a new position, Police Specialist, in the Township of Hillsborough Police Department, with an annual salary of \$37,251.77, retroactive to August 1, 2013.

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 Township Administrator are hereby accepted and approved.

Mayor DelCore stated that based on strategic reorganization and restructuring of various municipal positions, the job title and salary changes as listed in the resolution are being proposed this evening. It is important to note that this is not creating any additional positions or headcount, but rather realigning some positions to better suit the needs of the Township.

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

CONSENT

1. **Resolution approving the request from Heritage Greens for the release of engineering inspection fees for Heritage Greens/Auten Road, in the amount of \$1,306.14, release of engineering inspection fees for Heritage Greens Section 1A, in the amount of \$1,821.99, release of engineering inspection fees for Heritage Greens Section 1B, in the amount of \$727.61, release of cash bond held for deficiencies for Heritage Greens Section 1B, in the amount of \$6,580.43, release of engineering inspection fees for Heritage Greens Section 1C, in the amount of \$528.61, release of cash bond held for deficiencies for Heritage Greens Section 1C, in the amount of \$968.40, release of engineering inspection fees for Heritage Greens Section 3B, in the amount of \$2,421.93, release of cash bond held for deficiencies for Heritage Greens Section 3B, in the amount of \$6,769.94 and release of engineering inspection fees for Heritage Greens 3C , in the amount of \$2,814.59.**

WHEREAS, a request has been received from Heritage Greens for the release of engineering inspection fees for Heritage Greens/Auten Road, Heritage Greens Section 1A, Heritage Greens Section 1B, Heritage Greens Section 1C, Heritage Greens Section 3B and Heritage Greens Section 3C, in the amount of \$9,620.87 and the release of cash bonds held for deficiencies for Heritage Greens Section 1B, Heritage Greens Section 1C and Heritage Greens Section 3B, in the amount of \$14,318.77; 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 engineering inspection fees in the amount of \$9,620.87 and cash bonds in the amount of \$14,318.77.

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.

2. **Resolution approving the application for Special Permit for Social Affair for Northeast Organic Farming Association of New Jersey (NOFA-NJ) for an event to be held on October 20, 2013.**

WHEREAS, an application for a Special Permit for Social Affair has been filed by Northeast Organic Farming Association of New Jersey for an event to be held on October 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 Special Permit for Social Affair for Northeast Organic Farming Association of New Jersey for event to be held on October 20, 2013.

3. **Resolution approving request from Hillsborough Rescue Squad for the waiver of permit fees for the construction of an addition to the station on East Mountain Road.**

WHEREAS, Hillsborough Rescue Squad has filed an application to construct an addition to the station on East Mountain Road and has asked that permit fees be waived.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the permit fees in connection with the above be and are hereby waived.

4. **Resolution authorizing the following actions for Distinctive Domain at Hillsborough, LLC; releasing the Cash Bond, in the amount of \$18,015.43 and retaining \$1,050.00 to guarantee replacement of landscaping.**

WHEREAS, a request has been received from Distinctive Domain at Hillsborough, LLC for release of the cash bond, in the amount of \$18,015.43 and retention of \$1,050.00 to guarantee replacement of landscaping; 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 Cash Bond, in the amount of \$18,015.43 and retention of \$1,050.00 to guarantee replacement of landscaping.

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

5. **Resolution accepting the retirement of Zoning Clerk Marjorie Shotyk, effective January 1, 2014 and authorizing the administrator to post for the position of Zoning Clerk in the Township Zoning office.**

WHEREAS, Marjorie Shotyk is employed by the Township of Hillsborough as Zoning Clerk; and,

WHEREAS, Ms. Shotyk will retire from the aforementioned position, effective December 31, 2013; and

WHEREAS, the Administrator requests authorization to post for the position of Zoning 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 Marjorie Shotyk, effective January 1, 2014 and authorizes the Administrator to post for the position of Zoning Clerk.

6. Resolution amending the approval for the submission of a grant application and the execution of a grant contract with the New Jersey Department of Transportation for the repaving of Hillsborough Road between Willow Road and the Route 206 Bypass.

WHEREAS, a resolution authorizing the municipality to submit an application for the 2014 Roadway Local Aid Grant to the New Jersey Department of Transportation for the repaving of Hillsborough Road between Willow Road and the Route 206 bypass; and

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey hereby endorses the submission of the 2014 Roadway Local Aid Grant to the New Jersey Department of Transportation; and

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are hereby authorized to sign the grant application and agreement on behalf of the Township of Hillsborough and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

7. Resolution authorizing the Administrator to post for the position of Assistant Supervisor for the Township of Hillsborough, Department of Public Works.

WHEREAS, there exist a vacancy in the Department of Public Works for the position of Assistant Supervisor; and

WHEREAS, the Director of Public Works has determined that this position needs to be filled as soon as possible and thereby requests authorization to post for the position of Assistant Supervisor.

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 Director of Public Works to post for the position of Assistant Supervisor.

8. Resolution releasing Performance Bond No. 105345673 for the Historic Carriage House Restoration at the Walgreen Site.

WHEREAS, there exist a vacancy in the Department of Public Works for the position of Assistant Supervisor; and

WHEREAS, the Director of Public Works has determined that this position needs to be filled as soon as possible and thereby requests authorization to post for the position of Assistant Supervisor.

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 Director of Public Works to post for the position of Assistant Supervisor.

9. Resolution authorizing the Township of Hillsborough Office of Emergency Management Coordinator to submit applications on behalf of the Township for the benefit of interested Hillsborough property owners for grant funding pursuant to the Federal Flood Mitigation Assistance Grant Program

WHEREAS, over the years various Hillsborough property owners have experienced repetitive flooding of their properties during periods of inclement weather; and

WHEREAS, these Hillsborough property owners have expressed interest in obtaining grant funding pursuant to the Federal Flood Mitigation Assistance Grant Program to either elevate their respective residences or obtain a buyout; and

WHEREAS, the Flood Mitigation Assistance Grant Program does not permit these Hillsborough property owners to apply directing for grant funding; and

WHEREAS, the Flood Mitigation Assistance Grant Program does permit the Township to apply for grant funding for the benefit of these Hillsborough property owners; and

WHEREAS, the Township Committee of the Township of Hillsborough is willing to authorize the Township Office of Emergency Management Coordinator to file applications on behalf of the Township for the benefit of interested Hillsborough property owners, pursuant to the Flood Mitigation Assistance Grant Program, provided the property owners agree to comply with all provisions and requirements of the Grant Program, at their sole cost and expense, without any contribution from the Township.

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 Office of Emergency Management Coordinator is authorized to submit applications on behalf of the Township for the benefit of interested Hillsborough property owners for granting funding pursuant to the Flood Mitigation Assistance Grant Program.
2. To be eligible, the Hillsborough property owners must agree to comply with all provisions and requirements of the Grant Program, at their sole cost and expense, without any contribution from the Township.

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

CLAIMS LISTS

Mayor DelCore presented Claims Lists 2013-16.

Upon motion by Committeeman Burchette, seconded by Deputy Mayor Tomson, Claims List 2013-16 was unanimously approved upon call of the roll.

ADJOURNMENT

Upon motion by Committeeman Suraci, seconded by Committeeman Burchette, the meeting duly adjourned at 8:06 p.m. Said motion was carried unanimously upon voice vote.

Attested:

Pamela Borek
Township Clerk