

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 Carl Suraci, Committeeman Greg Burchette, Deputy Mayor Doug Tomson. Also, in attendance were Township Attorney William Willard on behalf of Albert Cruz, Township Clerk Pamela Borek and Township Administrator Anthony Ferrera. Mayor Frank DelCore and Committeewoman Gloria McCauley were absent.

SALUTE TO THE FLAG

Following roll call, Deputy Mayor Tomson advised that notice of this meeting was made in accordance with Section 5 of the Open Public Meetings Act, Chapter 231, Public Laws of 1975, by 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 October 22, 2013.

Deputy Mayor Tomson called for a moment of silence for the community of Sparks, Nevada. He stated that yesterday morning as students were filing into a middle school, another student acting as a lone gunman injured two young classmates, killed himself but not before taking the life of an 8th grade math teacher who tried stop the rampage. The teacher, a former serviceman, Michael Landsberry, age 45 has been hailed a hero for protecting students of the school. He left behind his wife and two stepdaughters. Deputy Mayor Tomson offered sincere condolences to the community of Sparks, Nevada.

APPROVAL OF MINUTES

Approval of the September 24, 2013 Regular Meeting Minutes

Upon motion by Committeeman Burchette, seconded by Committeeman Suraci, the minutes of the September 24, 2013, Regular meeting were approved upon the call of the roll.

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

Committeeman Burchette

Committeeman Burchette announced that there will be a drive-thru medicine drop-off here in Hillsborough on Saturday, October 26th. This special collection will be held at the South County Public Works Garage, located at 410 Roycefield Road, Hillsborough, from 9am until 2pm. It is being held in conjunction with a scheduled Somerset County Household Hazardous waste drop-off event. For more information, please visit the County website.

Committeeman Burchette stated that the final cleanup day for 2013 is October 26th. Residents are reminded that they must present their dump ticket at the gate. This will conclude the annual clean up and tickets will be available starting in the Spring of 2014, however, leaf and grass clippings are allowed to be dumped at the site on the third Friday of every month.

Committeeman Burchette added that the leaf pick up program start date is November 4th and will run through December (weather permitting).

Committeeman Burchette noted that in addition to the repaving of Route 206, residents will be seeing paving on many Township roadways in the coming weeks. Paving will take place before the winter season in the areas of Amsterdam Drive, Ethan Court, Pleasant View Road and sections of Mountain View Road. Please be alert and proceed with caution through construction areas.

Committeeman Burchette stated that Last Thursday the Township hosted the 20th EBDC Networking Social at Duke Farms and Lt. Governor Kim Guadagno was the Keynote speaker. Nearly 200 Hillsborough business

representatives attended. He thanked once again the EBDC and Business Advocate Gene Strupinsky for their efforts as these events are always well attended and a great success for our business community.

Deputy Mayor Tomson added Committeewoman McCauley is absent and wished her a speedy recovery.

Committeeman Suraci

Committeeman Suraci announced that registration is still open for the Township's Children's Halloween party and Pumpkin carving Event. Please visit the recreation website for all the details and to register. It will be this Thursday, October 24th from 4:30-6:30. Pre-registration is required.

Committeeman Suraci stated that Under Township Code - no person under the age of 18 years shall be permitted on any public place, public street or public property in the Township of Hillsborough between the hours of 10:00 p.m. and 6:00 a.m., prevailing time, of each and every day during the period from October 28 to November 1, inclusive, of each year, unless such person is in attendance at a program or function sponsored by the municipality, a church or school.

Committeeman Suraci announced that The Hillsborough Health Department provided flu vaccination clinics for the two Senior Citizen groups and the general Hillsborough Township adult population during the first two weeks of October. The clinics were well received and convenient for residents, with both afternoon and evening times available.

Committeeman Suraci noted that the Added/Omitted Tax Bills have been mailed, and these payments are due for the 4th quarter in addition to the regular tax bills that were mailed last month. Also, due to the observance of Veteran's Day, the grace period for 4th quarter taxes to be paid without interest ends at the close of business on Tuesday November 12th.

Deputy Mayor Tomson

Deputy Mayor Tomson spoke about the ballot question, he stated he had attended two different meetings held by outside groups concerning the ballot question. The numerous letters in the Beacon and the Patch have proven one thing; there is too much confusion about this issue. Working with fellow liaisons to Parks and Recreation Committeeman Carl Suraci, Chair of the Open Space Advisory Committee Helen Haines, Chair of Park and Recreation Commission, Ron Skobo, Director of Parks and Recreation Rich Resavy, our CFO Nancy Haberle and our administrator Anthony Ferrera, a FAQ list was developed to be provided to the public. This is a neutral piece, not a vote yes piece or a vote no; rather it is informational in nature only.

Copy of this document will be reviewed by our legal counsel in order to insure that the questions are not leading. Later on this agenda we will propose a resolution moving forward with the needs assessment as well.

Deputy Mayor Tomson announced that we have quite a few events coming up; Annual Veterans Day Ceremony will be held on Monday, November 11th at 7pm. The Ceremony will take place in the Garden of Honor followed by a brief reception in the Peter J. Biondi building.

Deputy Mayor Tomson added the Annual Christmas Tree Lighting Ceremony is set to be held on Friday, December 6th at 7pm at the Peter J. Biondi building. The event will feature the anticipated arrival of Santa, a petting zoo and much more.

Deputy Mayor Tomson stated that if Hillsborough residents are interested in CERT training – Community Emergency Response Team. There will be training held in Hillsborough on November 12, 14, 20 and 21st from 7-10pm and on November 17th and 23rd from 9-5pm. More information will be posted on our Township website and in this Friday's eNews. CERT members are very important to our community during times of disaster and we encourage those interested residents to participate in the training.

Deputy Mayor Tomson announced that Governor Christie will be coming to Hillsborough on Monday, October 28th for the ribbon cutting of the Peter J. Biondi By-Pass / Route 206 By-Pass. We look forward to the section of the highway being opened and welcome the Governor to our town. Stay tuned for more information in this weeks eNews.

Committeewoman McCauley

Absent

Mayor DelCore

Absent

PROCLAMATIONS

Proclamation honoring Tess Thiele for excellence in figure skating

WHEREAS, Tess Thiele, a junior at Hillsborough High School, whom is also a Triple Gold Medalist in Figure Skating; and

WHEREAS, Tess Thiele has completed her gold medal tests in three disciplines: moves in the field, solo pattern dance and solo free dance; and

WHEREAS, Tess is 16 years old and has been ice skating since the age of 9; and

WHEREAS, Tess is presently working toward her gold medal in partnered dance and freestyle; and

WHEREAS, Tess qualified in the highest competitive levels, senior combined and gold pattern dances, for The National Solo Ice Dance Championship in Colorado Springs, which took place in September 2013; and

WHEREAS, Tess also advanced to the final round of the Gold Pattern Dances and placed 10th in the Country; and

WHEREAS, Tess performed the Yankee Polka, Silver Samba, Argentine Tango, Westminster Waltz, and the Quickstep, to the great pride of her Coach, Olympian, Elisa Spitz Iuliano.

NOW, THEREFORE BE IT PROCLAIMED that we, the members of the Township Committee of the Township of Hillsborough, do hereby recognize and extend our sincere congratulations to Tess Thiele for being selected as a finalist in the 2013 National Solo Ice Dance Championship in Colorado Springs.

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

Proclamation declaring October as National Domestic Violence Awareness Month

WHEREAS, Domestic Violence is a pattern of abusive behavior that a person uses against a partner, former partner or family member to control that person; and

WHEREAS, the problems of domestic violence are not confined to any group or groups of people but cross all economic, racial and societal barriers, and are supported by societal indifference; and

WHEREAS, the crime of domestic violence violates an individual's privacy, dignity, security, and humanity, due to systematic use of physical, emotional, sexual, psychological and economic control and/or abuse, with the impact of this crime being wide-ranging; and

WHEREAS, everyone deserves to live a life free from the fear of being hurt or killed by people who are supposed to love them; and

WHEREAS, in our quest to impose sanctions on those who break the law by perpetrating violence, we must also meet the needs of victims of domestic violence who often suffer grave physical, psychological and financial losses; and

WHEREAS, it is victims of domestic violence themselves who have been in the forefront of efforts to bring peace and equality to the home; and

WHEREAS, the Resource Center of Somerset has been serving people affected by domestic violence for over 35 years; and

WHEREAS, the Resource Center of Somerset agency services include emergency shelter, legal advocacy, outreach counseling, community education, volunteer Domestic Violence Response Teams working with local police departments, and more; and

WHEREAS, the Resource Center of Somerset provides services to survivors of domestic abuse, women, men, and children, free of charge, and in English and Spanish.

NOW, THEREFORE, BE IT PROCLAIMED, that we, the Mayor and Township Committee, of the Township of Hillsborough, hereby proclaim the month of October to be National Domestic Violence Awareness Month in our community, and do hereby commend the efforts of The Resource Center of Somerset in aiding victims of domestic violence; and to promote the Resource Center of Somerset 24-Hour Hotline at 866-685-1122.

Proclamation declaring October as Community Planning Month

WHEREAS, New Jersey municipalities, counties, and regional planning entities continually face changes in their communities and natural environment, and

WHEREAS, community planning and plans can help manage this change in a way that provides better choices for how people work and live; and

WHEREAS, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and

WHEREAS, the full benefits of planning requires public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and

WHEREAS, the American Planning Association has designated the month of October as National Community Planning Month throughout the United States of America and its territories to highlight the contributions of sound planning and plan implementation, and

WHEREAS, the celebration of National Community Planning Month gives us the opportunity to publicly recognize the participation and dedication of the members of planning and zoning boards and other citizen volunteers who have contributed their time and expertise to the improvement of Hillsborough Township, New Jersey; and

WHEREAS, we recognize the many valuable contributions made by professional planners in the Township of Hillsborough, New Jersey and extend our heartfelt thanks for the continued commitment to public service by these professionals;

NOW, THEREFORE, BE IT PROCLAIMED THAT, the month of October 2013 is hereby designated as **Community Planning Month** in Hillsborough Township, New Jersey in conjunction with the celebration of **National Community Planning Month**.

PRESENTATIONS

Credit Card Advisory Committee Presentation with Affinity Federal Credit Union

Deputy Mayor Tomson asked Ms. Toni Natale Chair of the Credit Card Advisory Committee and any other members to make their presentation.

Deputy Mayor Tomson thanked the Credit Card Advisory Committee for all of their hard work in reviewing the grant applications. Deputy Mayor Tomson stated that he is thankful to have this program at no expense to our taxpayers. He encouraged all Hillsborough residents to participate in using their Hillsborough Reward credit cards so this program can continue to afford grant opportunities to our youth, senior and non-profit organizations.

NEW BUSINESS

None

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

None

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.

Deputy Mayor Tomson stated that this ordinance was previously adopted but due to the publication not having the synopsis of the ordinance it has been re-advertised for a public hearing this evening and final adoption. However, due to the lack of 2/3s of the Governing body present this evening, we will conduct the public hearing as advertised but will not adopt this until our next duly scheduled meeting on November 12th.

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

Attorney Bill Willard stated that any members of the public that want to come to the hearing at the next meeting on November 12th are invited to do so.

Upon motion by Committeeman Burchette seconded by Committeeman Suraci, to close the public hearing, the aforesaid resolution was unanimously approved upon call of the roll.

2013-19 AN ORDINANCE AMENDING ORDINANCE ENTITLED "SALARY RANGE ORDINANCE" SETTING FORTH THE SALARY RANGES FOR THE CLASSIFICATIONS SET FORTH IN SAID ORDINANCE.

ORDINANCE 2013-19

BE IT ORDAINED, by the Township Committee of the Township of Hillsborough in the County of Somerset, State of New Jersey as follows:

Section 1: That the Salary range ordinance, shall be amended as follows:

<u>CLASSIFICATION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
Administrators Office		
Committeepersons	3,500	4,500
Township Administrator	50,000	135,000
IT Systems Administrator	41,000	95,000

IT Part-Time Assistant	\$15.00/Hr.	\$28.00/Hr.
Assistant to the Administrator	35,000	65,000
Secretary to Administrator	32,000	65,000
Secretary/ Clerk Part-Time	\$12.00/Hr.	\$22.00/Hr.
Business Advocate	15,000	60,000

Building Department

Director Building Department	48,000	125,000
Construction Official	48,000	125,000
Building Sub Code Official	47,008	99,793
Fire Sub Code Official	43,576	92,479
Assistant Sub Code Official	43,576	92,479
Plumbing Sub Code Official	43,576	92,479
Electric Sub Code Official	43,576	92,479
Building Inspector	40,622	86,232
Electrical Inspector	40,622	86,232
Fire Inspector	40,622	86,232
Plumbing Inspector	40,622	86,232
Technical Assistant	32,323	65,058
Part-Time Inspector	\$25.00/Hr.	\$40.00/Hr.
Part-Time Technical Assistant	\$12.00/Hr.	\$22.00/Hr.

Municipal Court

Court Administrator	45,000	95,000
Deputy Court Administrator	32,323	65,058
Violations Clerk	32,323	65,058
Municipal Judge	15,000	65,000
Public Defender	1,000	18,000

Township Clerk

Township Clerk	20,000	105,000
Deputy Clerk	20,000	65,000
Asst. to Municipal Clerk	35,000	65,000
Part-Time Receptionist	\$12.00/Hr.	\$22.00/Hr.

Engineering Department

Township Engineer	10,000	125,000
Assistant Engineer/Survey	47,008	99,793
Assistant Engineer	47,008	99,793
Assistant to Township Engineer	43,576	92,479
Sr. Engineering Aide/Inspector	43,576	92,479
Engineering Aide	40,622	86,232
Secretary/Clerk	32,323	65,058

Health Department

Health Officer	47,000	130,000
Deputy Health Officer	45,000	95,000
Registered Environmental Health Specialist	40,622	86,232
Environmental Health Aid	32,323	65,058
Secretary/Clerk	32,323	65,058
Millstone Health Liaison	2,000	6,000
Recycling Coordinator	2,000	6,000

Assistant Recycling Coordinator	1,000	5,000
Registrar	1,000	4,000

Police Department

Police Chief	120,000	165,000
Police Captain	115,000	155,000
Police Lieutenant	110,000	150,000
Police Sergeant	107,168	115,546
Police Corporal	100,470	105,042
Police Officer	39,600	100,040
IT Manager	40,000	105,000
Police Chief Secretary	32,500	66,000
Civilian Police Specialist	32,323	65,058
Secretary/Clerk	32,323	65,058
Dispatcher	40,196	53,360
Municipal Prosecutor	10,000	55,000
Special Officers	\$12.00/Hr.	\$28.00/Hr.
Crossing Guards	\$10.00/Hr.	\$22.00/Hr.

Public Works Department

Director Public Works	47,000	125,000
Supervisor of Public Works	45,000	95,000
Assistant Supervisor of Public Works	38,000	75,000
Equipment Operator/Mechanic/Journeyman	52,266	60,678
Public Works Worker 1-4	30,015	52,122
Secretary/Clerk	32,323	65,058

Tax Assessor Department

Tax Assessor	47,000	105,000
Deputy Assessor	45,000	95,000
Deputy Assessor-Commercial-Part-time	15,000	27,750
Assistant Tax Assessor	38,000	75,000
Assessment Clerk/Field Representative	40,622	86,232
Secretary/Clerk	32,323	65,058

Tax Collection/Treasurer Department

CFO/Treasurer/Tax Collector	10,000	125,000
Tax Collector	10,000	90,000
Treasurer/CFO	10,000	90,000
Director of Finance	10,000	90,000
Qualified Purchasing Agent	10,000	90,000
Deputy Collector/Treasurer	45,000	95,000
Deputy Finance Officer	45,000	95,000
Deputy Tax Collector	45,000	95,000
Clerk	32,323	65,058
Bookkeeper	32,323	65,058

Planning Department

Township Planner	47,000	125,000
Deputy Director of Planning/Zoning Officer	45,000	95,000
Administrative Assistant	32,323	65,058
Secretary/Clerk	32,323	65,058

Recreation Commission

Director Parks and Recreation	55,000	105,000
Assistant Director of Recreation	38,000	75,000
Assistant Supervisor – Parks Maintenance	38,000	75,000
Recreation Program Coordinator	32,323	65,058
Recreation Assistant	32,323	65,058
Part-Time Secretary/Clerk	\$12.00/Hr.	\$22.00/Hr.

Part-Time Seasonal Employees:

Program Supervisor/Per Session	\$50.00/Session	\$300.00/Session
Program Supervisor/Hourly	\$14.50/Hr.	\$25.00/Hr.
Instructors	\$10.00/Hr.	\$30.00/Hr.
Assistant Program Supervisor	\$10.00/Hr.	\$20.00/Hr.
Counselors	Minimum Wage /Hr.	\$13.50/Hr.
Umpires/Referees	\$25.00/Game	\$55.00/Game
Scorekeepers	Minimum Wage/Hr.	\$13.50/Hr.

Social Services

Director Social Services	10,000	90,000
Assistant Director of Social Services	38,000	75,000
Bus Driver	32,323	65,058
Secretary/Clerk	32,323	65,058
Senior Dance Instructor	\$ 25.00/Hr.	\$ 35.00/Hr.
Senior Wellness Instructor	\$ 25.00/Hr.	\$ 35.00/Hr.
Part-Time Bus Driver	\$ 12.00/Hr.	\$ 22.00/Hr.
Part-Time Mr. Fix-It	\$ 12.00/Hr.	\$ 22.00/Hr.

Section 2: This ordinance shall take effect upon its adoption, passage and publication according to law.

Deputy Mayor Tomson stated that this ordinance as indicated when this ordinance was introduced, it sets the salary ranges necessary to accommodate salaries established over the next few years by the public employee contracts and for non-union employee positions. This ordinance does not provide actual salaries or any salary increases for individuals or positions, it only sets the ranges for the positions.

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

Upon motion by Committeeman Burchette seconded by Committeeman Suraci, to close the public hearing, and adopt Ordinance 2013-19, the aforesaid resolution was unanimously approved upon call of the roll.

INTRODUCTIONS OF NEW ORDINANCES

None

CONSIDERATIONS

- 1. RESOLUTION AUTHORIZING THE PURCHASE OF A SPECIALLY EQUIPPED K-9 VEHICLE AND SPECIAL EQUIPMENT WITH A GENEROUS DONATION, IN THE AMOUNT**

OF \$38,007.64, FROM DR. CAESAR DEPACO AND \$1,830.00 FROM THE K-9 AND EQUIPMENT TRUST ACCOUNT.

WHEREAS, there is a need for a K-9 vehicle, for the Police Department in the Township of Hillsborough, County of Somerset, State of New Jersey; and

WHEREAS, the Township of Hillsborough has received a generous donation of \$38,007.64 from Dr. Caesar DePaco towards the purchase of the vehicle and special equipment; and

WHEREAS, the Chief of Police has recommended the purchase through the Cranford Cooperative Purchasing Agreement, in an amount not to exceed \$39,837.64, with the additional \$1,830.00 coming from the Police Equipment Trust Account; and

WHEREAS, funds are available as evidenced by the Chief Financial Officer's Certification 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 that the Chief of Police is hereby authorized to make the above purchase through the Cranford Cooperative Purchasing Agreement.

Deputy Mayor Tomson stated at our last meeting it was announced that Raider retired and we were fortunate through donation from Dr. Ceasar DePaco to receive a replacement K-9. Through his continued generosity we are able to purchase a specially equipped vehicle for our K-9 officer and Kondro, our new K-9. Thank you Dr. DePaco once again for your very kind and generous donation to the Hillsborough Police Department.

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

2. RESOLUTION AMENDING 2013 CONTRACTS FOR THE HILLSBOROUGH- MILLSTONE MUNICIPAL ALLIANCE SERVICES FOR VARIOUS INDIVIDUALS.

WHEREAS, the Hillsborough-Millstone Municipal Alliance presents various programs and activities throughout the year; and

WHEREAS, there is a need to enter into service contracts with various vendors all below the thresholds of the Local Public Contracts Law and the Local Unit Pay-to-Play Law; and

WHEREAS, Jane Fidacaro has completed all BABES classes in her schools for 2013 and her contract is to be reduced by \$315.00; and

WHEREAS, Ellen Stoddard shall provide additional services for BABES evaluation and her contract is to be increased in an amount not to exceed \$315.00; and

WHEREAS, Toby Casagrande will no longer be an SLC leader and his contract is to be reduced by \$625.00; and

WHEREAS, Ozbell Daneshpour shall provide SLC leader services, in an amount not to exceed \$625.00; and

WHEREAS, Mia Carell's contract shall be reduced by \$625.00, as she will no longer be a PRIDE leader; and

WHEREAS, Alexa Lindenberg shall provide PRIDE leader services, in an amount not to exceed \$625.00; and

WHEREAS, Alexis Rizzuto's contract is reduced to \$750.00 for iRun due to Ms. Rizzuto being out on maternity leave; and

WHEREAS, Larissa McCann shall provide iRun program services and her contract will be increased in the amount of \$125.00.

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. The Mayor and Township Clerk are hereby authorized to execute the Township standard form of agreement, for services and any modifications thereto and related constituent documents as may be found acceptable by the Township Committee.
2. A notice of this action shall be printed in the official Township newspaper.

Deputy Mayor Tomson stated that this resolution amends the Hillsborough-Millstone Municipal Alliance Contracts for program providers for the 2013 contract year.

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

3. RESOLUTION AUTHORIZING THE MAYOR AND TOWNSHIP CLERK TO EXECUTE A "NON FAIR AND OPEN" CONTRACT FOR THE APPRAISAL OF THE ROYCE BROOK GOLF COURSE, IN AN AMOUNT NOT TO EXCEED \$10,000.00 PLUS \$7,500.00 FOR A TRIAL REPORT.

WHEREAS, there exist a need for an appraisal of the Royce Brook Golf Course; and

WHEREAS, a solicitation for quotes was prepared and distributed to interested companies; and

WHEREAS, three (3) quotes were received for the survey as follows:

1. BRB Valuation & Consulting Services \$9,500 Preliminary Report/\$15,000 Trial Report
2. Sockler Realty Services \$8,500 Preliminary Report/\$4,250 Trial Report
3. Sterling DiSanto & Associates \$10,000 Preliminary Report/\$7,500 Trial Report

WHEREAS, the Township Committee has decided to award the contract for Professional Services to Sterling DiSanto & Associates, to perform services indicated above in an amount not to exceed \$10,000 Preliminary Report/\$7,500 Trial Report; and

WHEREAS, funds are available and have been certified as such by the Chief Financial 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. The Mayor and Township Clerk are hereby authorized to execute an agreement with Sterling DiSanto & Associates, to perform services indicated above in an amount not to exceed \$10,000 Preliminary Report/\$7,500 Trial Report.
2. This contract is awarded without competitive bidding as a “Non Fair & Open Professional Service” in accordance with N.J.S.A. 40A:11-5(1)a of the Local Public Contracts Law because these services will be performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law, the performance of which service requires knowledge of an advance type in a field of learning acquired by a prolonged formal course of specialized instructions as distinguished from general academic instruction or apprenticeship and training.
3. The Mayor and Township Clerk are hereby authorized to execute the Township’s standard form of agreement for “Professional Services” and any modifications thereto and related constituent documents as may be found acceptable by the Township Committee.

Deputy Mayor Tomson stated that Royce Brook filed a tax appeal and as part of the procedure the Township must now obtain an appraisal. Once completed, all parties will meet to attempt to reach a settlement in lieu of going to court.

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

4. RESOLUTION AUTHORIZING THE EXECUTION OF A “NON FAIR AND OPEN” CONTRACT WITH E+ TECHNOLOGIES FOR INSTALLATION OF A VOICE OVER INTERNET PROTOCOL (VOIP) PHONE SYSTEM, IN AN AMOUNT NOT TO EXCEED \$181,664.90 PURSUANT TO THEIR PROPOSAL DATED OCTOBER 10, 2013.

WHEREAS, there exists a need for an upgraded VoIP Phone System in the municipal complex and public works facility; and

WHEREAS, the Township Committee has decided to award a “Non Fair and Open” contract to e+ Technologies to provide the software, hardware, installation, configuration, documentation and training required for this upgrade in an amount not to exceed \$181,664.90, per their quotation dated October 10, 2013; and

WHEREAS, per N.J.S.A. 40A:11-5 (1-dd), it is not required to publicly bid for this service; and

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

WHEREAS, e+ Technologies has submitted a Political Contribution Disclosure form.

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 action of the Township Clerk to authorize and execute the agreement with e+ Technologies for installation of a VoIP Phone System.
2. This contract is awarded without competitive bidding as a “Non Fair & Open Contract”.
3. The Mayor and Township Clerk are hereby authorized to execute the Township’s standard form of agreement for “Goods and Services” and any modifications thereto and related constituent documents as may be found acceptable by the Township Committee.

Deputy Mayor Tomson stated that the contract is for the replacement of 20 plus year old municipal telephone system. It is no longer economically prudent to upgrade or repair the current 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.

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

5. RESOLUTION AUTHORIZING SUBMISSION OF CORRESPONDENCE TO NJDEP AND THE SOMERSET COUNTY PLANNING BOARD OPPOSING THE EXISTING FLOW VALUE PROPOSED FOR SRVSA IN THE DRAFT WASTEWATER MANAGEMENT PLAN FOR SOMERSET COUNTY.

WHEREAS, the Somerset County Planning Board has provided a draft of the Chapter for Hillsborough Township for the Countywide Wastewater Management Plan for the County of Somerset (County WMP) which includes the existing and future capacity demands of existing and future wastewater service areas, and further requires any comments by October 24, 2013; and

WHEREAS, N.J.A.C. 7:15-5.25(d)(1)(i) provides that existing wastewater generated must be determined by utilizing the existing flows attributed to portions of the sewer service area that are connected to the facility based on the monthly average over the most recent twelve (12) months; and

WHEREAS, the Somerset Raritan Valley Sewerage Authority (SRVSA) has passed a Resolution (No. 13-0722-6) objecting to the proposed future flow on the basis that the monthly average flow over the most recent twelve month period establishes an artificially low flow value with respect to the SRVSA because the preceding period was a dry weather period and as such is not representative of the actual average flows experienced by the SRVSA system; and that utilization of a flow value calculated as set forth in the regulations at N.J.A.C. 7:15-5.25(d)(1)(i) to establish SRVSA's existing capacity would unjustly reduce the capacity of the SRVSA treatment facility without technical basis.

NOW, THEREFORE BE IT RESOLVED by the Township of Hillsborough that the Administrator is authorized and directed to send correspondence objecting to the method of determining the existing flow contained in the County Plan based upon the most recent twelve (12) month period in the Wastewater Management Plan prepared by the Somerset County Planning Board (County WMP), as this may limit future development and redevelopment in the Township. This method will include inadequate future Wastewater Treatment Plant capacity at SRVSA due to a lowering of the future flow capacity allowed through the WWTP. The correspondence shall also state support for the alternate method of determining future flow based on the highest twelve (12) month rolling average flow over the last five (5) years for defining existing flows. This alternate method of determining the existing flow will reflect the actual average wastewater flows that have occurred in the past five (5) years.

Deputy Mayor Tomson stated that the draft Wastewater Management Plan included two methods of determining the existing flow to the Somerset Raritan Valley Sewerage Authority. The NJDEP calculation is based on the current flow rates are based on the average flows of the last year, in which we had an abnormally below average flow because of the dry spell. The other calculation looks over a 5 year period which would take into consideration weather fluctuations. This resolution opposes the NJDEP method of calculating flow.

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

6. RESOLUTION AUTHORIZING THE TOWNSHIP COMMITTEE TO PROCEED WITH A NEEDS ASSESSMENT OF THE TOWNSHIP OPEN SPACE INVENTORY SHOULD THE PROPOSED REFERENDUM FOR THE 2013 GENERAL ELECTION BE APPROVED BY THE VOTERS OF HILLSBOROUGH.

WHEREAS, the Township Committee of the Township of Hillsborough placed a Referendum on the November 5, 2013 General Election Ballot that gives the residents of the Township the opportunity to modify and expand the uses and purposes of up to twenty (20%) percent of future Open Space Trust Fund collections for the recreational development of open space properties within the Township; and

WHEREAS, if the Referendum is approved by the voters of Hillsborough Township, the Township Committee believes it is in the best interests of the Township and its residents that a needs assessment be conducted to determine what if any improvements for recreational purposes should be made to the Township's open space properties.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that if the voters of Hillsborough approve the Referendum on the November 5, 2013 General Election Ballot pertaining to the use of future Open Space Trust Fund collections that the Township shall obtain a needs assessment to determine what if any improvements for recreational purposes should be made to the Township's open space properties.

Deputy Mayor Tomson stated that this resolution authorizes the Township to proceed with a need assessment study of the open space inventory should the upcoming ballot question be approved by the voters of Hillsborough. It further solidifies this Township Committee's commitment to thoughtful consideration of how to proceed with respect to our open space inventory.

Committeeman Suraci stated that Mayor DelCore fully supports this. That the tax payers will have a say should this move forward.

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

7. RESOLUTION AUTHORIZING THE PROMOTION OF GLENN DEANGELIS, JR. TO THE POSITION OF ASSISTANT SUPERVISOR, IN THE TOWNSHIP OF HILLSBOROUGH DEPARTMENT OF PUBLIC WORKS, AT AN ANNUAL SALARY OF \$64,000.00, EFFECTIVE OCTOBER 23, 2013.

WHEREAS, there exists a vacancy in the Hillsborough Department of Public Works for an Assistant Supervisor; and

WHEREAS, the Administrator and the Director of Public Works recommends that Glenn J. DeAngelis, Jr. be promoted to Assistant Supervisor in the Hillsborough Department of Public Works, effective October 23, 2013, with an annual salary of \$64,000.

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 and the Director of Public Works is hereby accepted and approved.

Deputy Mayor Tomson stated that the Department of Public Works had a vacant assistant supervisor position. This resolution authorizes the promotion of Glenn DeAngelis, Jr. to that position. Again, this is not a new position but rather an existing one.

Administrator Anthony Ferrera stated that as part of the interview process there were many qualified candidates for the position. Glen DeAngelis has been doing an excellent job. He has been here almost 15 years. He will do a great job here as an assistant supervisor.

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

CONSENT

1. RESOLUTION APPROVING THE REQUEST FROM CAROL ELFO FOR THE RELEASE OF CASH ESCROW FOR ROAD OPENING PERMIT, IN THE AMOUNT OF \$150.00.

WHEREAS, a request has been received from Carol Elfo for the release of cash escrow for road opening permit; 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.

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 GRANTING PERMANENT EMPLOYEE STATUS TO RICHARD PERLMAN, BUILDING SUBCODE OFFICIAL, EFFECTIVE OCTOBER 15, 2013 AND EDWARD ALLATT, FIRE SUBCODE OFFICIAL, EFFECTIVE OCTOBER 24, 2013.

WHEREAS, Mr. Perlman was hired as Building Subcode Official on July 15, 2013; and

WHEREAS, Mr. Allatt was hired as Fire Subcode Official on July 24, 2013; and

WHEREAS, the Director of Building certifies that Mr. Perlman and Mr. Allatt have performed their duties and assignments in a capable and competent manner; and

WHEREAS, having qualified for regular employee status during the three-month probationary period, the Director of Building recommends that regular employee status be conferred upon Mr. Perlman and Mr. Allatt, effective October 23, 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.

3. RESOLUTION AUTHORIZING REFUND OF TAX OVERPAYMENTS IN THE AMOUNT OF \$6,048.39.

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee, of the Township of Hillsborough, County of Somerset, State of New Jersey, the Tax Collector is hereby authorized to refund said amounts to the property owners; Total, \$6,048.39, properties, 15.

Block	Lot	Name	Amount	Qtr	Year
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176	16.01Q	Carrier Clinic	47.62	4 th	2013
176	15.01Q	Carrier Clinic	59.80	4 th	2013
176	15Q	Carrier Clinic	32.12	4 th	2013
176	15.01	Carrier Clinic	34.89	4 th	2013
205	17Q	Country Classics IV, LLC	19.38	4 th	2013
142	1	Duke Farms Foundation	826.19	4 th	2013
142	2	Duke Farms Foundation	1,072.61	4 th	2013
151.16	128	Jacobs, Andrew & Melissa	1,732.19	4 th	2013
151.13	14	Public Service Elec & Gas Co	372.50	4 th	2013
151.13	15	Public Service Elec & Gas Co	368.97	4 th	2013
151.13	16	Public Service Elec & Gas Co	365.44	4 th	2013
151.13	17	Public Service Elec & Gas Co	308.17	4 th	2013
155	43	Public Service Elec & Gas Co	376.49	4 th	2013
155	44	Public Service Elec & Gas Co	379.88	4 th	2013
163.05	80.04 C	Stickel Properties, LLC	52.14	4 th	2013

4. RESOLUTION APPROVING THE REQUEST FROM DISTINCTIVE DOMAIN (EASTHILL ESTATES) FOR THE RELEASE OF CASH BOND FOR TREE REPLACEMENT, IN THE AMOUNT OF \$1050.00.

WHEREAS, a request has been received from Distinctive Domain (Easthill Estates) for the release of cash bond for tree replacement; 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 \$1050.00 cash bond.

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 AUTHORIZING THE TOWNSHIP QUALIFIED PURCHASING AGENT TO REQUEST PROPOSALS THROUGH THE COMPETITIVE CONTRACTING PROCUREMENT PROCESS FOR A PRIVATE COLLECTION AGENCY TO COLLECT OUTSTANDING MUNICIPAL COURT DEBT.

WHEREAS, the Township of Hillsborough believes that it is in the best interests of the Township to hire a private collection agency to collect outstanding Municipal Court debt; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., authorizes the Township to procure through the process of competitive contracting, N.J.S.A. 40A:11-4.1(b)(2), the services of a private entity to operate, manage and administer such a program; and

WHEREAS, N.J.S.A. 40A:11-4.3(a) requires that the competitive contracting process be authorized by Resolution; and

WHEREAS, the Township Qualified Purchasing Agent is authorized to advertise a Request for Proposals through the Competitive Contracting Procurement Process for a private collection agency.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Township Qualified Purchasing Agent is authorized to advertise a Request for Proposals through the Competitive Contracting Procurement Process for a private collection agency to collect outstanding municipal court debt. This Resolution shall take effect immediately.

6. Resolution authorizing Buck Sixt, Director of Public Works, to post for the position of Journeyman Electrician in the Hillsborough Township Department of Public Works.

WHEREAS, there exist a vacancy in the Department of Public Works for the position of Journeyman Electrician; 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 Journeyman Electrician.

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 Journeyman Electrician.

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

CLAIMS LISTS

Deputy Mayor Tomson presented Claims Lists 2013-19.

Upon motion by Committeewoman Burchette, seconded by Committeeman Suraci, Claims List 2013-19 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:

i. New Amwell Associates

b. Pending Litigation:

- i. PBA Local 205 Grievance*
 - ii. Hillsborough Properties v. Township of Hillsborough*
- 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 Burchette seconded by Committeeman Suraci, the aforesaid resolution was unanimously approved upon call of the roll.

Committeeman Suraci motioned to reopen the public meeting after the executive session adjourned. The motion was seconded by Committeeman Burchette, and was unanimously approved upon call of the roll.

ADJOURNMENT

Upon motion by Committeeman Burchette, Committeeman Suraci seconded by, the meeting duly adjourned at 9:29p.m. Said motion was carried unanimously upon voice vote.

Attested:

Pamela Borek
Township Clerk