

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, Committeewoman Gloria McCauley, 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 November 26, 2013.

APPROVAL OF MINUTES

Approval of the September 24, 2013 Executive Session Minutes

Upon motion by Deputy Mayor Tomson, seconded by Committeeman Burchette, the minutes of the September 24, 2013, Executive Session Minutes was approved upon the call of the roll.

Approval of the October 22, 2013 Regular Minutes

Upon motion by Committeeman Burchette, seconded by Committeeman Suraci, the minutes of the October 22, 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 stated all temporary business advertising signs do require a zoning permit. The permit is 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 noted that the paving on both Weston Road and Hamilton Road is complete. Weather permitting the striping will be completed shortly.

Committeeman Burchette stated that the EBDC would like to remind all Hillsborough residents and shoppers that Small Business Saturday is an American Shopping Holiday held on the Saturday after Thanksgiving during one of the busiest shopping periods of the year. Hillsborough EBDC encourages shoppers to visit the vast array of Hillsborough retailers and businesses for their holiday gift buying needs.

Committeewoman McCauley

Committeewoman McCauley reminded residents that the 2013 Leaf pick up program is underway. Leaves should be raked to the curb but not put in the street. They can be placed in a homemade bin with stakes and wire fencing to keep them in a confined area but should be no higher than 36 inches at the curb. Please see the website or the Friday eNews with more details.

Committeewoman McCauley added that just a reminder leaf and grass clippings are allowed to be dumped at the Auten Road Facility on the third Friday of every month.

Committeewoman McCauley reminded residents that the Hillsborough-Montgomery Municipal Court will be closed on December 23rd, 24th and 31st in observance of the Holidays. There will be court on December 30th.

Committeewoman McCauley reminded the residents who are cooking this Thanksgiving to please exercise kitchen safety. Be safe and have a wonderful Holiday.

Committeeman Suraci

Committeeman Suraci stated that the Library will be closing at 5pm tomorrow on Wednesday 27th and will be closed Thursday and Friday in observance of Thanksgiving. It will reopen on Saturday 30th from 9:30 – 5pm and Sunday December 1st from 1-5pm.

Committeeman Suraci announced that the new brochure for Winter Programs and the Spring Soccer and Softball Leagues was published today. Registration for all programs will begin tomorrow, Wednesday, November 27th. The brochure is available on the Parks & Recreation website, and their Facebook and Twitter pages.

Deputy Mayor Tomson

Deputy Mayor Tomson stated that we are happy to report a very successful Thanksgiving distribution program over the last several days included the distribution of vouchers for pre-made Thanksgiving meals along with gift cards for the purchase of any additional items. This program was very well received by the clients and Social Services served 79 clients through this program. The Adopt a Family for Thanksgiving was sponsored by the Freeholders which resulted in over 50 monetary donations to support the Thanksgiving distribution. It was promoted through a vast array of media and we thank all of the donors to the program. It is through the generosity of so many that we are able to assist those individuals who may be experience difficult financial times.

Deputy Mayor Tomson reminded residents that the 4th Tuesday of the month, the Office of the Registrar is open until 7pm. It is recommended to call first. Services available include: recycling bucket distribution, vital statistics and general health department information.

Deputy Mayor Tomson stated that Hillsborough Township is partnering with Somerset Medical Center in the Super Community Blood Drive and also having an Adult CPR Class on Thursday, December 12th from 3-7pm here at the Peter J. Biondi Building. More information will be in this week's eNews.

Mayor DelCore

Mayor DelCore announced that on Sunday, December 1st at 4pm the Chabad Center for Jewish Life will present the annual Menorah Lighting here at the Complex. Please visit their website at www.myjewishcenter.org for more information and to register.

Mayor DelCore announced that the Annual Christmas Tree Lighting Ceremony is set to be held on Friday, December 6th. The event will feature the anticipated arrival of Santa at 6pm. There will also be a petting zoo provided by Norz Hill Farms, an array of decorated Christmas Trees by local organizations which can be viewed while walking the lighted trail to meet with Santa, music, entertainment and amusements. The Tree will be lit at 7pm. Admission to the event is free and all residents are invited.

Mayor DelCore reminded that the Municipal offices will be closed this Thursday and Friday in observance of Thanksgiving.

Mayor DelCore added that on behalf of the Township Committee, we wish those celebrating Chanukah a very happy Chanukah and those celebrating Thanksgiving a very Happy Thanksgiving.

PROCLAMATIONS

Proclamation honoring Nicole Rossi for earning the Girl Scout Gold Award

WHEREAS, Nicole Rossi, a senior at Hillsborough High School, and a member of Girl Scout Troop 61098, has earned the status of The Gold Award; and

WHEREAS, we, the Township Committee of the Township of Hillsborough, recognize the many hours Nicole devoted to attaining the status of The Gold Award, working with diligence and making sacrifices in order to achieve this highly coveted position; and

WHEREAS, Nicole has served the Girl Scouts in an exemplary manner and is deserving of the honor bestowed upon her; and

WHEREAS, Nicole's Gold Award Project extensive interviewing and documentary efforts for the compilation of the production Hillsborough's Hometown Heroes; and

WHEREAS, Nicole participated in this public service and research study to show and draw light to the sacrifices made by the unsung heroes in our own community; and

WHEREAS, Nicole is also a member of the Hillsborough High School Varsity Girls Soccer Team, a member of Interact, and a community volunteer; and

WHEREAS, Nicole Rossi serves as an example to the youth of Hillsborough Township through her high level of personal and academic achievement, leadership, and community service, and we are very proud that Nicole is a member of our community.

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

Proclamation honoring Marissa Jackson for being selected to participate in the 2013 George Washington Carver Summer Internship Program at Iowa State University

WHEREAS, Marissa Jackson, a junior at Hillsborough High School, was one of thirteen high school students selected nationwide to participate in the 2013 George Washington Carver Summer Internship Program at Iowa State University; and

WHEREAS, Marissa, a member of the Hillsborough winter and spring track teams and of the German Honor Society also has an interest in pursuing a career in pharmaceutical biochemical research; and

WHEREAS, Marissa worked alongside graduate students to develop resistant starches for the prevention of colon cancer during the six week program conducted by the institution's College of Agriculture and Life Sciences; and

WHEREAS, Marissa worked under the leadership of the distinguished Dr. Diane Birt, whose area of interest is the identification and study of mechanisms for cancer prevention by novel diets and curbing overeating and obesity; and

WHEREAS, Marissa's internship consisted of information research, weekly seminars, research projects, preparation of an abstract, written reports and cumulated with a presentation of her work at the Research Symposium.

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 Marissa Jackson for being selected as one of thirteen high school students nationwide to participate in the 2013 George Washington Carver Summer Internship Program at Iowa State University.

BE IT FURTHER PROCLAIMED by the Mayor and Township Committee of the Township of Hillsborough, that Marissa Jackson is hereby recognized for her devotion and excellence in pursuing a career in pharmaceutical biochemical research, an honor for her and those who have guided Marissa and wish her well in all her future endeavors.

Mayor DelCore thanked everyone once again for being here with us this evening. Congratulations Ms. Rossi and Ms. Jackson. We are glad you were able to come in and receive your proclamation.

NEW BUSINESS

None

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

None

PUBLIC HEARINGS

None

INTRODUCTION OF NEW ORDINANCES

None

CONSIDERATIONS

1. RESOLUTION RATIFYING AND CONFIRMING MASER CONSULTING CONDUCTING ADDITIONAL INVESTIGATION OF POTENTIAL LANDFILL GAS AT THE SUNNYMEAD LANDFILL, BLOCK 182, LOT 7B.

WHEREAS, pursuant to a request from NJDEP, additional sampling of potential landfill gas at the Sunnymead Landfill was required; and

WHEREAS, on January 2, 2013, as a result of the fair and open procurement process, N.J.S.A. 19:44A-20.4-5 et seq., Maser Consulting, P.A., was awarded a professional services contract designating Maser Consulting, P.A., as the Township of Hillsborough Engineer; and

WHEREAS, Maser Consulting, P.A., submitted a proposal, dated November 15, 2013, for professional engineering services to conduct additional sampling for potential landfill gas at the Sunnymead Landfill in an amount not to exceed \$3,500; 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 that Maser Consulting, P.A., was authorized to conduct additional investigation on potential landfill gas as outlined in its proposal, dated November 15, 2013, in an amount not to exceed \$3,500.00; and

BE IT FURTHER 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 amendment to the Professional Services Contract with Maser Consulting, P.A., in an amount not to exceed \$3,500.00.
2. This Amended Contract is awarded, without competitive bidding, through the Fair and Open Selection Process as "Professional Services" in accordance with N.J.S.A. 40A:11-5(1)a of the Local Public Contracts Law and the New Jersey Local Unit Pay to Play Law (N.J.S.A. 19:44A-20.4-5 et seq.) because these services will be performed by persons 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.

A notice of this action shall be printed once in the official Township newspaper.

Mayor DelCore stated this resolution authorizes additional testing as required by the DEP for the Sunnymead Landfill.

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

2. RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE COUNTY OF SOMERSET AND THE TOWNSHIP OF HILLSBOROUGH FOR RECYCLING PICK-UP JANUARY 1, 2014- DECEMBER 31, 2014 AT A RATE OF \$23.85 PER HOUSEHOLD PER YEAR REPRESENTING NO INCREASE FOR THIRTEEN (13) CONSECUTIVE YEARS.

WHEREAS, the County of Somerset entered into negotiations regarding an Agreement between the County of Somerset and each of the nineteen municipalities located within Somerset County; and

WHEREAS, the County of Somerset has agreed that the County fee shall be based upon the number of households within the Municipality as determined by the County Planning Board at the rate of \$23.85 per household per year; and

WHEREAS, the County of Somerset has determined that it is in the best interest of the County to execute an Agreement with each of the nineteen municipalities formulated as a result of negotiations.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby authorizes the Mayor and Township Clerk to execute this Agreement for recycling pick up with the Township of Hillsborough, more particularly described in the Agreement prepared by the County Counsel and on file in the Office of the Clerk of the Board for the period January 1, 2014 to December 31, 2014.

Mayor DelCore stated this resolution for the 13th year, the Freeholders have kept the per-household rate for recycling pickup at \$23.85. Through participation in the recycling program, we are assisting in reducing our

landfill footprint which is good for our environment. This resolution authorizes that participation. Visit the County website at www.co.somerset.nj.us for recycling tips.

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

CONSENT

1. RESOLUTION SUPPORTING PARTICIPATION IN THE 2013-2014 COPS IN SHOPS GRANT PROGRAM AND ACCEPTING \$3,100 IN GRANT MONEY.

WHEREAS, the Division of Alcoholic Beverage Control (ABC) is responsible for administering the Office of Juvenile Justice Delinquency Prevention (OJJDP) State Block Grant Program Enforcing the Underage Drinking laws; and

WHEREAS, Hillsborough Township wishes to apply to ABC and accept funds in the amount of \$3,100 in connection with a project entitled Cops in Shops for the period of November 15, 2013 to August 30, 2014; and

WHEREAS, the Township Committee of the Township of Hillsborough has reviewed said application and finds approval thereof to be in the best interest of the municipality; and

WHEREAS, said project is a joint project between the State of New Jersey (ABC) and the Township of Hillsborough for the purposed therein described.

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

- (1.) that as a matter of public policy the Township of Hillsborough wishes to participate with the State of New Jersey (ABC) to the greatest extent possible.
- (2.) that the Division of Alcoholic Beverage Control (ABC) be requested to accept said application on behalf of the municipality; and
- (3.) that the appropriate fiscal officer will accept the funds in connection with said project from the ABC and make disbursements in accordance with said application.

2. RESOLUTION ACCEPTING THE RETIREMENT OF ERNEST (BUCK) SIXT, DIRECTOR OF PUBLIC WORKS, EFFECTIVE FEBRUARY 1, 2014.

WHEREAS, Ernest (Buck) Sixt is employed by the Township of Hillsborough as Director of Public Works; and,

WHEREAS, Mr. Sixt will retire from the aforementioned position, effective February 1, 2014.

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 Ernest (Buck) Sixt, effective February 1, 2014.

3. RESOLUTION AUTHORIZING THE WAIVING OF TOWNSHIP FEES RELATED TO BLOCK 171, LOT 112.02.

WHEREAS, the County of Somerset wishes to add Block 171, Lot 112.02 to Somerset County's Open Space inventory; and

WHEREAS, the County of Somerset ask that development application, GIS and escrow fees associated with Block 171, Lot 112.02 shall be waived; and

WHEREAS, the fees waived shall only be Hillsborough Township fees.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the development application, GIS and escrow fees associated with Block 171, Lot 112.02 shall be waived.

4. RESOLUTION APPROVING REQUEST FROM HILLSBOROUGH TOWNSHIP VOLUNTEER FIRE COMPANY #3 FOR THE WAIVER OF PERMIT FEES FOR CONNECTION TO THE RARITAN VALLEY SEWER AND THE NEW JERSEY AMERICAN WATER LINES.

WHEREAS, Hillsborough Township Volunteer Fire Company #3 has asked that permit fees be waived for connection to the Raritan Valley Sewer and the New Jersey American Water lines.

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.

5. RESOLUTION AUTHORIZING THE TRANSFER OF \$9,786.84, EARNED AMOUNTS, FROM THE SUBDIVISION AND SITE PLAN ENGINEERING TRUST ACCOUNTS TO THE TREASURER'S ACCOUNT.

WHEREAS, in accordance with the following summary of accrued Engineering charges related to various indicated projects, a total of \$9,786.84 should be transferred from Engineering inspection escrow accounts into the Treasurer's Account as indicated; and

WHEREAS, each of the project line items has been verified against the Treasurer's Office account records through November 15, 2013, to ensure that sufficient funds are available for these transfers of unanticipated revenues.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that a total of \$9,786.84 is to be transferred from the Engineering Escrow Accounts into the Treasurers Account.

Client	Number	Transfer Amount
Accredited Dermatology	594	-243.49
CC @ Belle Mead	579	-279.74
CoParts 2012	586	-142.22
Colonial Square at Belle Mead	323	-38.52
Country Classics – 3D	559	-976.18
Country Classics – 4B	589	-1,777.40
Gateway@Sunnymeade	472	-1,765.72

Hidden Brook Estates	603	-145.18
High Branch Land, Inc.	373	-865.54
Hillsborough Estates	539	-493.24
PLEABEAZIN	477	-1,846.64
PSE&G 2012-36 Gateway	600	-259.25
Pleasant View Estates III	490	-464.84
Tennis Plus	584	-488.88
Grand Total		\$-9,786.84

6. RESOLUTION AUTHORIZING REFUND OF TAX OVERPAYMENTS IN THE AMOUNT OF \$24,769.60.

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, \$24,769.60, properties, 13.

Block	Lot	Name	Amount	Qtr	Year
151.09	51 Condo	BAC Tax Services	1,635.55	4 th	2013
151.16	34	Corelogic Real Estate Tax Service	1,611.23	4 th	2013
152.05	18	Corelogic Real Estate Tax Service	2,128.07	4 th	2013
153.05	22012	Nationstar Mortgage LLC	1,291.04	4 th	2013
153.09	3201 Condo	Corelogic Real Estate Tax Service	1,288.30	4 th	2013
163.04	1204 Condo	Corelogic Real Estate Tax Service	1,274.40	4 th	2013
163.04	1605 Condo	Walkoviak, Vicki Marie	1,226.95	4 th	2013
163.04	2502 Condo	Corelogic Real Estate Tax Service	1,311.45	4 th	2013
163.08	705 Condo	Corelogic Real Estate Tax Service	1,253.00	4 th	2013
178	13.21	Corelogic Real Estate Tax Service	1,744.34	4 th	2013
178.02	195	Corelogic Real Estate Tax Service	1,455.56	4 th	2013
205.26	7	Wells Fargo Real Estate Tax Service LLC	3,024.43	4 th	2013
205.27	12	Belhe, Upendra & Ashwini U	5,525.28	4 th	2013

7. RESOLUTION AUTHORIZING THE TRANSFER OF RICH RESAVY TO THE DEPARTMENT OF PUBLIC WORKS AS DIRECTOR OF PUBLIC WORKS AND RON SKOBO TO THE DEPARTMENT OF PARKS AND RECREATION AS DIRECTOR.

WHEREAS, there exists a vacancy in the position of Director of Public Works, due to the retirement of Ernest (Buck) Sixt; and

WHEREAS, the Administrator recommends the transfer of Rich Resavy from the position of Director of Parks and Recreation to the position of Director in the Department of Public Works, effective December 2, 2013; and

WHEREAS, there exist a vacancy in the position of Director of Parks and Recreation/Director of Social Services due to the transfer of Rich Resavy; and

WHEREAS, the Administrator recommends the transfer of Ron Skobo from the position of Director of Building to the position of Director in the Department of Parks and Recreation/Social Services, effective December 2, 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 Administrator are hereby accepted and approved.

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

Committeeman Burchette and Committeewoman McCauley had the pleasure of going to the celebration for Buck Sixt. Buck is retiring tomorrow and has been a great servant to Hillsborough Township for a long time and will be missed.

Mayor DelCore added that Buck Sixt has been working here for 36 years serving in this municipality. Buck has been a tremendous asset to the Township. He wished him well in his retirement. The Township is fortunate to have Rich Resavy take over as the Director of Public Works; replacing Rich Resavy will be Ron Skobo the Director of Parks & Recreation Dept. Mayor DelCore wished them all well.

Deputy Mayor Tomson added as the Liaison of Parks & Recreation Dept. Ron has been the chair of Parks & Recreation Dept. and has done a great job. Every year he does a great job of the Veterans Parade. He thanked Buck for all his years of service and wished Rich well in his new position.

Committeeman Suraci stated that he echoes the thoughts of the committee as well and wished good luck to all.

CLAIMS LISTS

Mayor DelCore presented Claims Lists 2013-21.

Upon motion by Committeewoman McCauley, seconded by Deputy Mayor Tomson, Claims List 2013-21 was unanimously approved upon call of the roll.

ADJOURNMENT

Upon motion by Committeeman Suraci, seconded by Committeewoman McCauley, the meeting duly adjourned at 7:56p.m. Said motion was carried unanimously upon voice vote.

Attested:

Pamela Borek
Township Clerk