

Minutes of the Re-Organization 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 7:00 p.m. on the above date.

Upon call of the roll, the following Committee members were recorded present: Committeeman Frank DelCore, Committeewoman Gloria McCauley, and Committeeman Doug Tomson. Also, in attendance were Township Attorney Albert E. Cruz, Township Administrator Anthony Ferrera and Township Clerk Pamela Borek.

Township Clerk Pamela Borek stated that she will ask you to rise for the presentation of the colors and that you remain standing for the Pledge of Allegiance and the invocation.

PRESENTATION OF COLORS / SALUTE TO THE FLAG

Ms. Borek asked everyone to please rise as Boy Scout Troop 489 presented the colors, escorted by LT. Darren Powell of the Hillsborough Police Department. They will also lead us in the Salute to the Flag.

INVOCATION

Ms. Borek stated Reverend Timothy Wolf of the New Horizon Christian Fellowship will offer the invocation.

Ms. Borek then read the following Notice of Meeting: in accordance with Section 5 of the Open Public Meetings Act, Chapter 231, 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 7:00 p.m. on January 3, 2013.

Ms. Borek acknowledged some of the honored guests in the room such as Senator Kip Bateman, Assemblyman Jack Ciattarelli, Assemblywoman Donna Simon, Freeholder Deputy Director Peter Palmer, Freeholder Robert Zaborowski, Surrogate Frank Bruno, Mayor Steven Sireci, Mayor Mike Merdinger, Mayor Fenwick, Mayor Bob Wagner, County Clerk and former Mayor Brett Radi, Administrator and former Clerk Kevin Davis, Administrator Judy Haas and Mrs. Joan Biondi.

Ms. Borek read the Certification of Election Results; Somerset County Clerk Brett Radi has certified the results of the November 6, 2012 Election, electing Carl Suraci and Greg Burchette as Township Committee members of the Hillsborough Township Committee for a three-year term beginning January 1, 2013 and ending December 31, 2015.

OATHS OF OFFICE TO ELECTED COMMITTEE MEMBERS

Ms. Borek announced that New Jersey Senator Kip Bateman would issue the Oath of Office to one of the new committee members.

Honorable Kip Bateman, Senator, administered the oath to Committeeman Carl Suraci. Committeeman Suraci's daughters, held the bible for him. Committeeman Suraci then joined his colleagues on the dais.

Honorable Jack Ciattarelli, Assemblyman, administered the oath to Committeeman Greg Burchette. Committeemen Burchette was joined by his wife and son who held the bible for him. Committeeman Burchette then joined his colleagues on the dais.

Call of the roll was taken with again with all elected committee members.

ELECTION OF 2013 MAYOR

Ms. Borek opened the floor for nominations for the 2013 Mayor of the Township of Hillsborough. A motion was made by Committeewoman McCauley and seconded by Committeeman Suraci to elect Frank DelCore as the 2013 Mayor of the Township of Hillsborough.

There being no other nominations, Ms. Borek closed the floor for nominations.

Committeeman DelCore was unanimously elected the 2013 Mayor of the Township of Hillsborough.

Honorable Jack Ciattarelli, Assemblyman, issued the Oath of Office to Mayor DelCore who was accompanied by his wife and two daughters who held the bible for him.

Mayor DelCore thanked the members of the Township Committee for this great honor and for their nomination.

ELECTION OF 2012 DEPUTY MAYOR

Mayor DelCore opened the floor for nominations for the 2013 Deputy Mayor of the Township of Hillsborough. A motion was made by Committeeman Suraci and was seconded by Committeewoman McCauley to elect Committeeman Doug Tomson as the 2013 Deputy Mayor of the Township of Hillsborough.

There being no other nominations, Mayor DelCore closed the floor for nominations.

Committeeman Doug Tomson was unanimously elected the 2013 Deputy Mayor of the Township of Hillsborough.

Honorable Donna Simon, Assemblywoman, issued the Oath of Office to Deputy Mayor Tomson. Deputy Mayor Tomson was joined by his wife and 3 daughters who held the bible for him.

Mayor DelCore said at this time he wished to continue the tradition of recognizing the outgoing Mayor which was begun by Mayor Bob Wagner when he was selected to serve as Mayor in 2005.

Mayor DelCore presented Committeeman Suraci with a gavel set commemorating his past year as Mayor of Hillsborough as a small token of the Township's appreciation for his dedicated service to the community.

COMMENTS BY THE MAYOR

Mayor DelCore thanked the Township Committee for electing him Mayor and for the opportunity to serve again.

Mayor DelCore stated that having previously served two terms, he understands the responsibility and privilege that comes with the title as Mayor. Mayor DelCore added that it is an honor and a duty that he accepts with great humility.

Mayor DelCore welcomed Committeeman Burchette to the dais as a member of the Township Committee.

Mayor DelCore congratulated Committeeman Suraci on his re-election for the next three years.

Mayor DelCore congratulated Deputy Mayor Tomson on his re-election and knows he will serve Hillsborough well.

Mayor DelCore thanked Committeewoman McCauley for her nomination.

Mayor DelCore thanked Bob Wagner for all of his service while serving as a member of the Township Committee for the past nine years.

Mayor DelCore thanked his family for all of their support especially his wife Renee and his two daughters Rebecca and Kristin.

Mayor DelCore welcomed and thanked all of the State and Local officials that came out to show their support to Hillsborough.

Mayor DelCore thanked Honorable Jack Ciattarelli for his ongoing support and for swearing him in as Mayor.

Mayor DelCore thanked Pastor Wolfe for his invocation and prayers.

Mayor DelCore thanked Boy Scout Troop 489 and LT. Powell for presenting the colors and leading the group in the Pledge of Allegiance.

Mayor DelCore touched on the devastation of Hurricane Sandy in 2012. Mayor DelCore added that while most of the local recovery has been completed, some of the residents still feel lingering effects. Luckily for Hillsborough, the OEM, Parks and Recreation, Public Works and Administration departments have been

handling the rebuilding as fast as possible. Mayor DelCore added that some successes of 2012 included the completion of the Claremont Sewers, the tribute of the Peter J. Biondi Building and decrease in municipal spending.

Mayor DelCore stated that in 2013 the Township needs to look for more savings and more ways to decrease spending. Mayor DelCore added that he hopes the business community improves and continues to grow throughout 2013.

Mayor DelCore stated that he and his colleagues are very excited for their vision of the new recreation complex which is now in reach.

Mayor DelCore once again thanked his friends and family and stated that he looks forward to serving the Township of Hillsborough as diligently as possible during 2013.

COMMENTS BY THE DEPUTY MAYOR

Deputy Mayor Tomson congratulated Mayor DelCore for being elected as the Mayor of Hillsborough for 2013.

Deputy Mayor Tomson congratulated Committeeman Burchette and Committeeman Suraci for their election onto the Township Committee.

Deputy Mayor Tomson thanked the Honorable Donna Simon for swearing him in as Deputy Mayor.

Deputy Mayor Tomson thanked Committeewoman McCauley for showing him the ropes of the Deputy Mayor position in 2012.

Deputy Mayor Tomson thanked all of his family and friends for coming to show their support, especially his wife Rachel and three daughters Sara, Hannah and Haley.

COMMENTS BY THE COMMITTEE

Committeeman Suraci

Committeeman Suraci congratulated Mayor DelCore, Deputy Mayor Tomson and Committeeman Burchette for their election to their respective seats.

Committeeman Suraci thanked Bob Wagner for being his three time running mate. His presence will be missed.

Committeeman Suraci also thanked all the State and County officials in attendance and thanked them for their support of Hillsborough.

Committeeman Suraci thanked the residents of Hillsborough for allowing him to serve Hillsborough for another three years on the Township Committee.

Committeeman Suraci thanked Senator Bateman for issuing his oath.

Committeeman Suraci thanked the Republican Organization Club for helping to run the campaign.

Committeeman Suraci thanked his family for their constant support especially from his wife Diane and his daughters, Erica and Amy.

Committeeman Suraci reflected back to when he was first elected nine years ago. He mentioned that Quiet Zones and the Senior Center at the Municipal Building which were not around nine years ago. Committeeman Suraci added that on a budgetary side, nine years ago the township was coming off a 20% increase in budget spending. There is also a new state of the art recreational facility in the future as well as the Route 206 bypass which was not possible nine years ago. Committeeman Suraci added that nine years ago 60% of the nations Mercury stockpile was located in our town; now there is none.

Committeeman Suraci stated that we are now able to purchase new police vehicles.

Committeeman Suraci added that the Township Committee does not take any of these events for granted and they look forward to adding to the list of accomplishments.

Committeeman Suraci noted that one of his favorite events as mayor was the Salute to Veterans Breakfast. The first Veterans Breakfast was during his first term as Mayor in 2006 and now it has become an annual event to honor those who have sacrificed for our country.

Committeeman Suraci stated that he will be vigilant with regards to the financial budget of Hillsborough and the Debt Reduction Program will continue as well as the Pay-As-You-Go program for capital expenditures.

Committeewoman McCauley

Committeewoman McCauley congratulated Mayor DelCore, Committeeman Suraci, Committeeman Burchette and Deputy Mayor Tomson on their election for 2013.

Committeewoman McCauley stated that Hillsborough Townships Sustainable Recertification this year is something that she looks forward to improving on. Committeewoman McCauley is hoping to bring Hillsborough into the Silver level of recertification.

Committeewoman McCauley thanked everyone for coming out and showing their support to the Township of Hillsborough.

Committeeman Burchette

Committeeman Burchette thanked his son and his wife for putting up with the long nights during his campaign.

Committeeman Burchette thanked the Hillsborough Republican Club for their ongoing support.

Committeeman Burchette thanked the committee mates during the campaign for their support and wishes them all the best in their perspective seats.

Committeeman Burchette thanked Bob Wagner for his years of service.

Committeeman Burchette thanked the Honorable Jack Ciattarelli for taking the time out of his busy schedule to swear him into office.

Committeeman Burchette thanked the Local and State officials who came out to show their support.

CONSIDERATIONS

1. RESOLUTION ADOPTING THE RULES OF ORDER FOR 2013.

BE IT RESOLVED that the Rules of Order as hereinafter set forth be adopted by the Township Committee of the Township of Hillsborough to govern proceedings of the Township Committee for the year 2013.

FIRST: The regular meetings of the Township Committee of the Township of Hillsborough shall be at 7:30 P.M. on the second and fourth Tuesday of each and every month at the Municipal Building, in said Township, except when otherwise specified. Special meetings may be called at any time by the Mayor, or by two (2) Committee persons, on due and timely notice. The most recent edition of the Robert's Rules of Order shall apply, except when modified, or overridden by vote of the Township Committee.

SECOND: The Order of Business shall be:

1. Call of the Roll – Salute to the Flag – Announcement of Notice of Meetings
2. Approval of Minutes
3. Reports from Committee Liaisons, and Receipt of Reports, Petitions or Communications
4. Proclamations/Presentations/Appointments
5. New Business
6. Public Comment on New Business and Matters Not on the Agenda
7. Public Hearings

8. Introduction of New Ordinances
9. Considerations
10. Consent Items
11. Approval of Claims List
12. Adjournment

Mayor DelCore stated these rules of order continue to provide the public with the opportunity to be heard on ordinances and considerations prior to a vote by the Township Committee, along with the opportunity for the public to be heard on matters that are not on the agenda, at an early stage of the Township meeting.

Mayor DelCore stated the extensive opportunity for public comment was instituted by the Township Committee here in Hillsborough in 2003 and the current Township Committee remains committed to public involvement in Township decision making.

Upon motion by Committeewoman McCauley, seconded by Committeeman Suraci, the aforesaid resolution was unanimously adopted upon call of the roll.

2. RESOLUTION AUTHORIZING THE 2013 COMMUNITY DEVELOPMENT COMMITTEE APPOINTMENTS.

WHEREAS, in compliance with the directive from the Community Development Office in Somerset County it is necessary to make appointments to the Community Development Committee for 2013; and

WHEREAS, it has been recommended to the Township Committee that Assistant Township Engineer Thomas Belanger and Township Clerk Pamela Borek be appointed as members to the 2013 Community Development Committee, and that William H. R. White III of *Maser Consulting P.A.* (or his designee) and Health Officer Glen Belnay be appointed as the Alternate Members.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that Assistant Township Engineer Thomas Belanger and Township Clerk Pamela Borek be and hereby are appointed as members to the 2013 Community Development Committee, and that William H. R. White III of *Maser Consulting P.A.* (or his designee) and Health Officer Glen Belnay appointed as the Alternate Members.

Mayor DelCore stated that this resolution authorizes the appointment of Assistant Township Engineer Thomas Belanger and Township Clerk Pamela Borek be appointed as members to the 2013 Community Development Committee. William White and Health Officer Dr. Glen Belnay are appointed as alternatives.

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

3. RESOLUTION AUTHORIZING APPOINTMENTS OF TOWNSHIP OFFICERS AND OFFICIALS.

BE IT RESOLVED by the Township Committee of the Township of Hillsborough that the following appointments shall be made for their respective terms:

<u>Title/Name</u>	<u>Term Expiration</u>
Certifying Agent	
Nancy Haberle	12/31/13
PERS-Police & Fireman	
Nancy Haberle	12/31/13

Certifying Official

Pamela Borek 12/31/13

To serve on the absence of Certifying Official

Anthony Ferrera 12/31/13

Treasurer

Nancy Haberle 12/31/13

Dog Tabulator

Glen Belnay 12/31/13

Dog Warden Services

St. Hubert's Giralda 12/31/13

Fund Commissioners Central Jersey Joint Insurance Fund

Nancy Haberle 12/31/13

April Crossen 12/31/13

Municipal Improvement Search Official

Nancy Haberle 12/31/13

Municipal Improvement Tax Search Official

Nancy Haberle 12/31/13

Paymaster and Social Security Administrator

Nancy Haberle 12/31/13

Police Department Chaplains

Rev. Joel Brissett, Shiloh Baptist Church 12/31/13

Father Sean Broderick, Mary Mother of God Church 12/31/13

Rabbi Arnie Gluck, Temple Beth-El 12/31/13

Pastor Steve Eckert, South Branch Reformed Church 12/31/13

Rev. Timothy J. Wolf, New Horizon Christian Fellowship 12/31/13

Police Department Matrons

Karen Messineo 12/31/13

Nicole Gelino 12/31/13

Tiffany Crivelli 12/31/13

Christine Struziensi 12/31/13

Christina Heilig 12/31/13

Toni Gushue 12/31/13

Public Agency Compliance Officer

Pamela Borek 12/31/13

School Crossing Guards

Angela Pariso (Substitute) 12/31/13

Irene McHugh 12/31/13

William Boylan 12/31/13

Upon motion by Committeewoman McCauley, seconded by Committeeman Suraci the aforesaid resolution was unanimously adopted upon call of the roll

4. RESOLUTION AUTHORIZING APPOINTMENT OF MUNICIPAL COURT OFFICIALS

BE IT RESOLVED by the Township Committee of the Township of Hillsborough that the following appointments shall be made for their respective terms, effective January 1, 2013, as listed:

Title/Name	Salary	Term Expiration
Primary Prosecutor		
Frank Blandino	\$45,000	12/31/13
DWI Special Prosecutor		
William Fox	\$40,000	12/31/13
Public Defender		
Richard DeLuca	\$15,000	12/31/13

BE IT FURTHER RESOLVED by the Township Committee of the Township of Hillsborough that the above mentioned salary is inclusive of total compensation, including First Appearances and to serve in the respective positions for both the Townships of Hillsborough and Montgomery, and there shall be no further payment

Mayor DelCore stated that this resolution authorizes the appointment of Municipal Court Officials; Frank Blandino and Primary Prosecutor, William Fox as DWI Special Prosecutor and Richard DeLuca as Public Defender.

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

5. RESOLUTION AUTHORIZING THE APPOINTMENT OF VARIOUS PROFESSIONAL SERVICE AND OTHER SERVICE PROVIDERS AND THE EXECUTION OF PROFESSIONAL SERVICES CONTRACTS AND OTHER CONTRACTS, IN ACCORDANCE WITH THE FAIR AND OPEN SELECTION PROCESS (N.J.S.A. 19:44A-20.5-5ET. SEQ.), FOR THE YEAR 2013.

WHEREAS, there exists a need for a Township Attorney for the year 2013; and

WHEREAS, based upon the recommendation of the Evaluation Committee consisting of the Township Committee's Mayor, Finance Committee Chair, Chief Finance Officer and Township Administrator, and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint Albert E. Cruz of the firm DiFrancesco, Bateman, Coley, Yospin, Kunzman, Davis and Lehrer, 15 Mountain Boulevard, Warren, NJ as Township Attorney for the year 2013; and

WHEREAS, the contract for "Professional Services" to DiFrancesco, Bateman, Coley, Yospin, Kunzman, Davis and Lehrer will be in an amount not to exceed \$50,000.00 for the year 2013; and

WHEREAS, there exists a need for a Labor Attorney for the year 2013; and

WHEREAS, based upon the recommendation of the Evaluation Committee, and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint Eric M. Bernstein of the firm Eric M.

Bernstein and Associates, LLC, 34 Mountain Boulevard, Building A, Warren, NJ as Labor Attorney for the year 2013; and

WHEREAS, the contract for “Professional Services” to Eric M. Bernstein and Associates, LLC will be in an amount not to exceed \$50,000.00 for the year 2013; and

WHEREAS, there exists a need for Consulting Township Engineer, for the year 2013, to perform services pertaining, but not limited, to engineering design, road construction, Municipal Land Use Law, planning and landscaping engineering, environmental studies assessments, GIS, materials testing, surveying, traffic studies, drainage, railroad quiet zone regulations and sewer infrastructure; and

WHEREAS, based upon the recommendation of the Evaluation Committee and the Assistant Township Engineer, and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint William White, P.E., Maser Consulting, P.A., 331 Newman Springs Road, Suite 203, Red Bank, NJ as Consulting Township Engineer for the year 2013; and

WHEREAS, the contract for “Professional Services” to Maser Consulting, P.A. will be in an amount not to exceed \$50,000.00 for the year 2013; and

WHEREAS, based upon the recommendation of the Evaluation Committee and the Assistant Township Engineer, and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint the following two (2) firms as Alternate Consulting Township Engineers for the year 2013 :

1. Carroll Engineering, 105 Raider Boulevard, Suite 206, Hillsborough, NJ in an amount not to exceed \$5,000.00 for the year 2013
2. CME Associates, 1460 Route 9 South, Howell, NJ in an amount not to exceed \$5,000.00 for the year 2013; and

WHEREAS, there exists a need for Engineering Inspection Services for the year 2013; and

WHEREAS, based upon the recommendation of the Evaluation Committee and the Assistant Township Engineer, and as a result of the Fair and Open Selection Process, the Township Committee wishes to award the contract for “Professional Services” to the following two (2) firms:

1. Maser Consulting, P.A., 331 Newman Springs Road, Suite 203, Red Bank, NJ, in an amount not to exceed \$5,000.00 for the year 2013;
2. Remington & Vernick, 3 Jocama Blvd., Suite 2, Old Bridge, NJ, in an amount not to exceed \$5,000.00 for the year 2013; and

WHEREAS, there exists a need for a Risk Management Consultant - JIF and Employee Benefits Management for the year 2013; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to award the contract for “Professional Services”, Risk Management Consultant – JIF and Employee Benefits Management, to Conner Strong & Buckalew, 40 Lake Center Executive Park, Marlton, NJ, in an amount not to exceed \$31,488.00 for the year 2013, pursuant to the proposal submitted December 20, 2012, and as required in the bylaws of the Central Jersey Joint Insurance Fund for the Fund year January 1, 2013 – December 31, 2013, and pursuant to P.L. 1993 Chapter 269 (N.J.S.A. 40A:10-36); and

WHEREAS, there exists a need for a Special Counsel on Affordable Housing Matters for the year 2013; and

WHEREAS, based upon the recommendation of the Evaluation Committee and the Township Planner and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint and authorize a contract for “Professional Services” with Gluck Walrath LLP, 428 River View Plaza, Trenton, NJ, as Special Counsel on Affordable Housing matters, in an amount not to exceed \$5,000.00 pursuant to the proposal submitted December 20, 2012; and

WHEREAS, there exists a need for a Municipal Auditor for the year 2013; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to award the contract for “Professional Services” for a Municipal Auditor to Suplee, Clooney & Company, 308 E. Broad Street, Westfield, NJ, in an amount not to exceed \$81,725.00 for the year 2013, pursuant to the proposal submitted December 20, 2012; and

WHEREAS, there exists a need for Bond Counsel for the year 2013; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint and authorize a contract for “Professional Services” for Bond Counsel with Gluck Walrath LLP, 428 River View Plaza, Trenton, NJ, for the year 2013, in an amount not to exceed \$5,000.00 pursuant to the proposal submitted December 20, 2012; and

WHEREAS, there exists a need for a Financial Advisor for the year 2013; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to award the contract for “Professional Services” for Financial Advisor, to Acacia Financial Group, Inc. Four Greentree Centre, Suite 206, 13000 Lincoln Drive West, Marlton, NJ, for the year 2013, in an amount not to exceed \$7,500.00 pursuant to their proposal submitted December 20, 2012; and

WHEREAS, there exists a need for an Architect of Record for the year 2013; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to award a contract for “Professional Services” for Architect of Record to Cornerstone Architectural Group, LLC, 202 Hamilton Boulevard, South Plainfield, New Jersey, in an amount not to exceed \$2,500.00 pursuant to their proposal dated December 20, 2012 for the year 2013; and

WHEREAS, there exists a need for an Affordable Housing Planning Consultant for the year 2013; and

WHEREAS, based upon the recommendation of the Evaluation Committee and the Township Planner and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint and authorize a contract for “Professional Services” with Jennifer Beahm of CME Associates, 1460 Route 9, South, Howell, New Jersey 07731, as a Professional Planning Consultant for an Affordable Housing plan, in an amount not to exceed \$27,625.00, pursuant to the proposal submitted December 20, 2012; and

WHEREAS, funds will be available in the 2013 Municipal Budget and have been certified as such by the Chief Finance Officer and said certifications have been attached to this resolution; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and the New Jersey Local Unit Pay to Play Law (N.J.S.A. 19:44A-20.4-5 et. seq.) requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bid, but through the Fair and Open Request for Proposal process, must be publicly advertised.

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 Professional Services Contracts and other service contracts as noted, with the aforementioned individuals in the “not to exceed” amounts indicated for the year 2013.
2. The Professional Service contracts are 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.
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.
4. A notice of the Professional Service appointments/contract awards shall be printed once in the official Township newspaper.

Mayor DelCore announced the list:

Township Attorney – Albert Cruz

Labor Attorney – Eric Bernstein
 Consulting Engineer – William White, of Maser Consulting
 Alternative Consulting Township Engineers – Carroll Engineering and CME Associates
 Engineering Inspection Service – Maser Consulting and Remington & Vernick
 Risk Management Consultant – Conner Strong & Buckalew
 Special Counsel on Affordable Housing Matters – Gluck Walrath
 Municipal Auditor – Suplee, Clooney and Company
 Bond Counsel – Gluck Walrath
 Financial Advisor – Acacia Financial Group
 Architect of Record – Cornerstone Architectural Group
 Affordable Housing Professional Planning Consultant – Jennifer Beahm, CME Associates.

Upon motion by Committeeman Suraci, seconded by Committeewoman McCauley, the aforesaid resolution was unanimously adopted upon call of the roll.

6. Mayoral Appointments.

MAYORAL APPOINTMENTS

Capital Planning Committee

Seat 1	(1-year term)	John Klepich	12/31/13
Seat 2	(1-year term)	Robert Peason	12/31/13
Seat 3	(1-year term)	Tod Mershon	12/31/13
Seat 4	(1-year term)	Bob Heibell	12/31/13
Seat 5	(1-year term)	Nick Visco	12/31/13
Seat 6	(1-year term)	Peter Allan	12/31/13
Seat 7	(1-year term)	Steven Sireci, Jr.	12/31/13
Seat 8	(1-year term)	Mike Volpe	12/31/13
Seat 9	(1-year term)	Peter Cipparulo	12/31/13
Seat 10	(1-year term)	Mark Kirby	12/31/13
Seat 11	(1-year term)	Robert C. Wagner, Jr.	12/31/13
Seat 12	(1-year term)	Frank Herbert	12/31/13

Environmental Commission

Seat 2	(3-year term)	Deborah LaMond	12/31/15
Seat 4	(3-year term)	Joanne Bertolini	12/31/15
Seat 5	(3-year term)	Deborah Boyea	12/31/15
Alternate #1	(2-year term)	Thomas Almendinger	12/31/14
Alternate #2	(2-year term)	Amy Soli	12/31/14

Historic Preservation Commission

Seat 1	(4-year term)	George Redington	12/31/16
Seat 7	(4-year term)	Gregory Gillette	12/31/16
	(2-year term)	John Shockley	12/31/14

Alternate #2

Planning Board

Seat 1, Class I (Mayor or designee)	(1-year term)	Frank Del Core	12/31/13
Seat 2, Class II	(1-year term)	Michael Merdinger	12/31/13

Seat 6, Class IV	(4-year term)	Neil Julian	12/31/16
Seat 7, Class IV	(4-year term)	Sam Conard	12/31/16
Seat 9, Class IV	(4-year term)	Robert C. Wagner, Jr.	12/31/16
Alternate #1	(2-year term)	Daniel Marulli	12/31/14

Recreation and Parks

Commission

Seat 5	(5-year term)	Robert Ciano	12/31/17
Seat 6	(5-year term)	Robert Hollingshead	12/31/17
Alt. #1	(1-year term)	Bill Bochinski	12/31/13
Alt. #2	(1-year term)	Pete Cipparulo	12/31/13

Sign Review Committee

Seat 1	(1-year term)	Anthony Ferrera	12/31/13
Seat 2	(1-year term)	Kevin Sweeney	12/31/13
Seat 3	(1-year term)	Fred Gladstone	12/31/13
Seat 5	(1-year term)	Samuel Rozycki	12/31/13

Sustainable Hillsborough Steering Committee

Seat 1	(2-year term)	Rev. Harry Skeele	12/31/14
Seat 2	(2-year term)	Chris Obropta	12/31/14
Seat 3	(2-year term)	Peter Allan	12/31/14
Seat 4	(2-year term)	Steve Bales	12/31/14
Seat 5	(2-year term)	Saul Wendroff	12/31/14
Seat 6	(2-year term)	Susan Spagnola	12/31/14
Seat 7	(2-year term)	Ann Harris	12/31/14
Alt. #1	(1-year term)	Sam Conard	12/31/13
Alt. #2	(1-year term)	Zack Wendroff	12/31/13

7. MAYORAL APPOINTMENTS WITH CONSENT OF THE TOWNSHIP COMMITTEE

Agricultural Advisory Committee

Alternate #1	(1-year term)	Joanne Bertolini	12/31/13
Alternate #2	(1-year term)	Shane Doyle	12/31/13

Board of Health

Seat 1	(4-year term)	Curt Carnes	12/31/16
Seat 2	(4-year term)	Margo Myer	12/31/16

Hillsborough-Millstone Municipal Alliance

Hillsborough Mayor or designee	(1-year term)	Frank DelCore	12/31/13
Chief of Police	(1-year term)	Paul Kaminsky	12/31/13
Hillsborough Admin. Staff Member	(1-year term)	Pamela Borek	12/31/13
Life Skills Committee	(1-year term)	Mindy Maggio	12/31/13
Superintendent of School	(1-year term)	Lisa Antunes	12/31/13
Student Assistance Counselor	(1-year term)	Gil Pilarte	12/31/13
Student Assistance Counselor	(1-year term)	Anna Mahler	12/31/13

Treatment Professional	(1-year term)	Nancy Edwards	12/31/13
Media	(1-year term)	Hillsborough Beacon	12/31/13
Social Services	(1-year term)	Tomas Ormosi	12/31/13
Board of Education	(1-year term)	Jen Haley	12/31/13
Senior Citizens Club "A"	(1-year term)	Barb Meier	12/31/13
Senior Citizens Club "B"	(1-year term)	Jim Weidenfeller	12/31/13
Parent	(1-year term)	Lisa Gulla	12/31/13
Business Community Rep.	(1-year term)	Gene Strupinsky	12/31/13
Community Organization Rep.	(1-year term)	Mike Arons	12/31/13
Citizen at Large	(1-year term)	Diane Handwerk	12/31/13
Student Assistance Counselor	(1-year term)	Rebecca Balaguer	12/31/13
Concerned Citizen	(1-year term)	Jennifer Zaborowski	12/31/13

Hillsborough Youth Services Commission

Seat 1	(1-year term)	Diane DeGaris	12/31/13
Seat 2	(1-year term)	Barbara Petrillo	12/31/13
Seat 3	(1-year term)	Valerie Giacobelli	12/31/13
Seat 4	(1-year term)	Lisa Visco	12/31/13
Seat 5	(1-year term)	Scott Grollman	12/31/13
Seat 6	(1-year term)	Joanne Doyle	12/31/13
Seat 7	(1-year term)	Reverend Tim Wolf	12/31/13
Seat 8	(1-year term)	Trevor Oldenburg	12/31/13
Seat 9	(1-year term)	Sally Treonze	12/31/13
Seat 10	(1-year term)	Molly Doyle	12/31/13
Seat 11	(1-year term)	Ian Ross	12/31/13
Seat 12	(1-year term)	Alexandra DeGaris	12/31/13

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

8. RESOLUTION APPROVING THE TOWNSHIP COMMITTEE APPOINTMENTS
TOWNSHIP COMMITTEE APPOINTMENTS

Board of Adjustment

Seat 1	(4-year term)	Mike Volpe	12/31/16
Seat 2	(4-year term)	John Stamler	12/31/16
Seat 4	(Filling unexpired term of Leon Krals)	Marian Fenwick	12/31/13
Seat 7	(Filling unexpired term of John Sheridan)	Shawn Lipani	12/31/15
Alt. #1	(2-year term)	Frank Herbert	12/31/13
Alt. #2	(2-year term)	Curtis Suraci	12/31/14
Alt. #3	(Filling unexpired term of Curtis Suraci)	Ken Hesthag	12/31/13

Alt. #4	(2-year term)	Michele Horst	12/31/14
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Credit Card Advisory Committee

Seat 1	(1-year term)	Linda Andersen	12/31/13
Seat 2	(1-year term)	Jim McDonnell	12/31/13
Seat 3	(1-year term)	Pamela Borek	12/31/13
Seat 4	(1-year term)	Ed Bertin	12/31/13
Seat 5	(1-year term)	Antoinette Natale	12/31/13
Seat 6	(1-year term)	Fred Gladstone	12/31/13
Seat 7	(1-year term)	Greg Traina	12/31/13
Seat 8	(1-year term)	Don Simmons	12/31/13
Seat 9	(1-year term)	Marie Avolio	12/31/13
Seat 10	(1-year term)	Dale Nunn	12/31/13
Seat 11	(1-year term)	Connor Wagner*	12/31/13

Cultural and Arts Commission

Seat 1	(3-year term)	Kathy Dietz	12/31/15
Seat 2	(3-year term)	Marie Hankins	12/31/15
Seat 3	(3-year term)	Patricia Fritz	12/31/15
Seat 10 (<i>Library Board rep.</i>)	(1-year term)	Vacant	12/31/13
Seat 11 (<i>Board of Ed. rep.</i>)	(1-year term)	Vacant	12/31/13
Seat 12 (<i>Rec. Comm. rep.</i>)	(1-year term)	Ron Skobo	12/31/13
Alt. #1	(1-year term)	Vacant	12/31/13
Alt #2	(1-year term)	Vacant	12/31/13

Economic & Business Development Commission

Seat 5	(4-year term)	Gene Strupinsky	12/31/16
Seat 6	(4-year term)	Steve Mooney	12/31/16
Seat 7	(4-year term)	Fred Gladstone	12/31/16
Alt. #1	(1-year term)	Mike Dudzinski	12/31/13
Alt. #2	(1-year term)	Ken Hesthag	12/31/13

Board of Ethics

Seat 2	(5-year term)	Peter Cipparulo	12/31/17
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GSA Depot Joint Administrative Committee

Seat 1	(1-year term)	Gloria McCauley	12/31/13
Seat 2	(1-year term)	Frank DelCore	12/31/13
Seat 3	(1-year term)	Anthony Ferrera	12/31/13

Local Assistance Board

Seat 2	(2-year term)	Marie Quick	12/31/14
Seat 3	(1-year term)	Barbara Merdinger	12/31/13

Hillsborough Municipal Utilities Authority

Seat 2	(5-year term)	Michael Avolio	02/01/17
Seat 3	(Filling unexpired term)	Michael Merdinger	02/01/14

Open Space Advisory Committee

Seat 1	(3-year term)	Robert C. Wagner, Jr.	12/31/15
Seat 3	(3-year term)	Dale Nunn	12/31/15

Planning Board

Seat 3, Class III	(1-year term)	Gloria McCauley	12/31/13
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Regulatory Oversight Working Group

Seat 1	(1-year term)	Ronald Skobo	12/31/13
Seat 2	(1-year term)	Thomas Belanger	12/31/13
Seat 3	(1-year term)	Robert Ringelheim	12/31/13
Seat 4	(1-year term)	John Fiedler	12/31/13
Seat 5	(1-year term)	Gene Strupinsky	12/31/13

Sourland Municipal Alliance

Seat 1	(1-year term)	Peg VanPatten	12/31/13
Alternate	(1-year term)	Susan Guliford	12/31/13

Tree Mitigation Advisory Comm.

Seat 4	(4-year term)	Robert C. Wagner, Jr.	12/31/16
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Wastewater Management Planning Commission

Seat 1	(1-year term)	Gary Nucera, MUA	12/31/13
Seat 2	(1-year term)	John VanDorpe, Maser	12/31/13
Seat 3	(1-year term)	Gloria McCauley, Committeewoman	12/31/13
Seat 4	(1-year term)	Sam Conard, Planning Board	12/31/13
Alternate	(1-year term)	Robert Ringelheim, Hillsborough Planner	12/31/13
Alternate	(1-year term)	Anthony Ferrera, Township Administrator	12/31/13
Alternate	(1-year term)	Sue Brasefield, Maser	12/31/13

Wildlife Management Commission

Seat 1	(3-year term)	Mark Kirby	12/31/15
Seat 2	(3-year term)	Tom Ross	12/31/15

Willow Road Complex Review Committee

Seat 1	(1-year term)	Robert Hollingshead	12/31/13
Seat 2	(1-year term)	Helen Haines	12/31/13
Seat 3	(1-year term)	Fred Versaci	12/31/13
Seat 4	(1-year term)	Anthony Melfi	12/31/13
Seat 5	(1-year term)	John Lanahan	12/31/13

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

9. RESOLUTION APPROVING THE TOWNSHIP COMMITTEE ASSIGNMENTS AND TOWNSHIP COMMITTEE LIAISON ASSIGNMENTS FOR 2013, AS LISTED.

Finance/Fiscal Operations/Taxes/Administration

Committeeman Suraci
Committeeman Burchette

Tax Assessor
Budget and Finance
Insurance
Purchasing

Tax Collector/Treasurer
Administration/Clerk

Public Safety/Courts/Legal

Committeewoman McCauley
Deputy Mayor Tomson

Police
Rescue Squad
Emergency Management
Legal – Litigation & Non-Litigation

Municipal Court
Board of Ethics
Board of Fire Commissioners

Planning/Zoning/Public Works/Engineering/Construction

Committeeman Burchette
Committeewoman McCauley

Planning
Zoning
Public Works/Building and Grounds

Engineering
Building/Construction
Business Advocate

Health/Recreation/Parks/Public Welfare/Social Services

Deputy Mayor Tomson
Committeeman Suraci

Welfare/Social Services
Parks and Recreation
Board of Health

Dog Warden
Tree Mitigation

Agricultural Advisory Commission Liaison
Board of Adjustment Liaison
Board of Education Liaison

Deputy Mayor Tomson
Committeeman Burchette
Committeeman Suraci

Capital Planning Committee Liaison	Committeeman Burchette
Credit Card Advisory Committee Liaison	Committeewoman McCauley
Cultural and Arts Commission Liaison	Committeewoman McCauley
Economic & Business Development Commission Liaison	Committeeman Burchette
Environmental Commission Liaison	Committeeman Burchette
Board of Ethics Liaisons Committeeman Suraci	Deputy Mayor Tomson
Board of Health Liaisons Committeeman Suraci	Deputy Mayor Tomson
Hillsborough-Millstone Municipal Alliance Liaison	Committeeman Burchette
Hillsborough Municipal Utilities Authority Liaison	Committeeman Burchette
Historic Preservation Commission Liaison	Committeeman Burchette
Local Assistance Board Liaisons Committeeman Suraci	Deputy Mayor Tomson
Library Council Liaison	Committeeman Suraci
Open Space Advisory Committee Liaison	Deputy Mayor Tomson
Personnel Committee	Committeewoman McCauley Committeeman Suraci
Planning Board Liaison	Committeewoman McCauley
Recreation and Parks Commission Liaison Committeeman Suraci	Deputy Mayor Tomson
Sign Review Committee	Committeeman Burchette
Sustainable Hillsborough Committee Liaison Committeeman Burchette	Committeewoman McCauley
Tree Mitigation Committee Liaison	Committeewoman McCauley
Veterans Liaison Committeeman Burchette	Deputy Mayor Tomson
Wildlife Management Commission	Committeeman Suraci
Willow Road Complex Review Committee	Committeeman Suraci
Youth Services Commission Liaison	Deputy Mayor Tomson

Upon motion by Committeewoman McCauley, seconded by Committeeman Suraci, the aforesaid resolution was unanimously adopted upon call of the roll.

10. RESOLUTION ADOPTING THE 2013 TEMPORARY BUDGET.

WHEREAS, In accordance with N.J.S.A. 40A: 4-19 there is a need to adopt a 2013 Temporary Budget for contracts, commitments or payments prior to the adoption of the 2013 Budget, and;

WHEREAS, the amount of said temporary budget shall not exceed **\$6,477,474.15**.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough that the attached 2013 Temporary Budget is adopted in the amount of **\$6,313,500.00** and that a certified copy of this resolution be given to the Chief Finance Officer for her records:

Administrator	
Salaries and Wages:	45,000.00
Other Expenses:	500.00
Governing Body	
Salaries and Wages:	5,000.00
Other Expenses:	4,000.00

Township Clerk's Office	
Salaries and Wages:	35,000.00
Other Expenses:	8,000.00
Information Technology	
Salaries and Wages:	25,000.00
Other Expenses:	2,500.00
Central Purchasing	
Other Expenses:	3,000.00
Human Resources	
Other Expenses:	23,000.00
Postage	10,000.00
Legal Services and Costs	
Other Expenses:	50,000.00
Outside Legal Services and Costs	
Other Expenses:	50,000.00
Economic Development Committee	
Salaries and Wages:	15,000.00
Other Expenses:	1,000.00
Financial Administration	
Salaries and Wages:	50,000.00
Other Expenses:	10,000.00
Tax Collection/Revenue Administration	
Salaries and Wages:	30,000.00
Other Expenses:	12,000.00
Assessment of Taxes	
Salaries and Wages:	70,000.00
Other Expenses:	7,500.00
Planning Board	
Salaries and Wages	65,000.00
Other Expenses	10,000.00
Zoning Board of Adjustment	
Other Expenses	5,000.00
Environmental Commission	
Other Expenses	500.00
Code Enforcement	
Salaries and Wages	250,000.00
Other Expenses	15,000.00
Employee Group Insurance	800,000.00
Other Insurance	325,000.00
Unemployment	25,000.00
Police	
Salaries and Wages:	1,900,000.00
Other Expenses:	50,000.00
Office of Emergency Management	
Other Expenses:	500.00
Municipal Prosecutor	
Salaries and Wages:	18,000.00
Municipal Court	
Salaries and Wages:	75,000.00

Other Expenses	6,500.00
Special Duty Officers – Court Security	5,000.00
Engineering Services and Costs	
Salaries and Wages:	85,000.00
Other Expenses:	15,000.00
Road Repairs and Maintenance	
Salaries and Wages:	400,000.00
Other Expenses	100,000.00
Public Buildings and Grounds	
Other Expenses:	60,000.00
Snow Removal	
Salaries and Wages:	20,000.00
Other Expenses:	130,000.00
Recycling	
Other Expenses	500.00
Cleanup	
Other Expenses	1,000.00
Parks Maintenance	
Salaries and Wages:	90,000.00
Other Expenses	30,000.00
Board of Health	
Salaries and Wages:	105,000.00
Other Expenses	25,000.00
Social Services	
Salaries and Wages:	50,000.00
Other Expenses	500.00
Animal Control	
Other Expenses	25,000.00
Wildlife Management	
Other Expenses	2,500.00
Recreation Department	
Salaries and Wages:	22,000.00
Cultural Arts	
Other Expenses	1,000.00
Fire Protection Charges	300,000.00
Electricity	55,000.00
Street Lighting	75,000.00
Telephone	28,000.00
Heating Fuel	25,000.00
Water	5,000.00
Sewer	2,500.00
Gasoline	55,000.00
Diesel Fuel	30,000.00
Social Security System	300,000.00

SUBTOTAL APPROPRIATIONS: INSIDE CAP 6,045,000.00

OPERATIONS - EXCLUDED FROM CAP

DPW Storm Water	
Salaries and Wages:	14,000.00
Other Expenses	2,500.00
SUBTOTAL APPROPRIATIONS: OUTSIDE CAP	16,500.00
DEBT SERVICE	
Interest on Bonds	200,000.00
SCIA Lease Payments	52,000.00
TOTAL BUDGET APPROPRIATIONS	6,313,500.00

Mayor DelCore stated state law provides that a municipality may adopt a temporary budget in an amount not to exceed 26.25% of the previous year's budget, at the beginning of the year.

Mayor DelCore stated this gives the Township Committee time to develop the new annual budget and allows for the government to continue operating.

Upon motion by Committeeman Suraci, seconded by Committeewoman McCauley, the aforesaid resolution was unanimously adopted upon call of the roll.

11. RESOLUTION AUTHORIZING PREMIERE MEDIA, LLC TO VIDEOTAPE THE HILLSBOROUGH TOWNSHIP COMMITTEE MEETINGS IN 2013, AT THE COST OF \$250 PER MEETING, PURUANT TO THE PROPOSAL SUBMITTED ON DECEMBER 11, 2012.

12.

WHEREAS, Premiere Media, LLC has videotaped Township Committee meetings since 2002; and

WHEREAS, Premiere Media, LLC has served as advisor and media technician to ensure that videotapes of the Township Committee meetings are of a professional quality; and

WHEREAS, the Township Committee wishes to continue utilizing Premiere Media, LLC to tape the Township Committee meetings at a cost of \$250 per meeting, plus an additional \$75 anytime a meeting extends beyond 11:00 p.m.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that Premiere Media, LLC videotape the 2013 Township Committee meetings at a cost of \$250 per meeting.

Mayor DelCore stated that the Township is always happy to have Caz's assistance.

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

CONSENTS

1. RESOLUTION AUTHORIZING THE ADOPTION OF THE CASH MANAGEMENT PLAN FOR THE YEAR 2013

WHEREAS, the State of New Jersey Local Fiscal Affairs Law, N.J.S.A. 40A:5, et seq. requires that municipalities adopt a Cash Management Plan which is designed to assure, to the extent practical, investment of local funds in interest bearing accounts and other permitted investments; and

WHEREAS, the Cash Management Plan must include:

1. The designation of a public depository or depositories
2. The authorization for investments as permitted by various applicable laws
3. The annual submission of the Cash Management Plan to the governing body, which must be

- approved by a majority vote
 - 4. An annual audit of the Cash Management Plan.
 - 5. That when an investment is in bonds which mature in more than one year, a determination that the maturity approximates the prospective time when such funds are needed
- NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough that the attached Cash Management Plan is hereby adopted for the year 2013.

2. RESOLUTION AUTHORIZING THE 2013 DEPOSITORIES AND DISBURSEMENTS

WHEREAS, N.J.S.A. 40A:55-14 mandates that the governing body of a Municipal Corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository of its monies a bank or trust company having its place of business in the state and organized under the laws of the United States or this state.

NOW THEREFORE, BE IT RESOLVED on the 3rd day of January 2013, by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that

1 st Constitution Bank	Bank of America
Hudson United Bank	Peapack-Gladstone Bank
Provident Bank	PNC Bank
Fulton Bank	Sovereign Bank
Sun National Bank	TD Bank, N.A.
Valley National Bank	Wells Fargo

All Federally secured Banks in the State of New Jersey be and are hereby designated as depositories for the Township of Hillsborough for the year 2013.

Prior to the deposit of any municipal funds in the above mentioned depositories, said bank shall file with the Chief Financial Officer a statement indication that the bank is covered under the Government Units Deposit Protection Act.

BE IT FURTHER RESOLVED by the Township Committee of the Township of Hillsborough that the various municipal accounts will be deposited in the Banks listed above and the persons responsible shall be as follows:

Custodian

Chief Finance Officer

- Current
- Expert Witnessing
- Special Police Escrow
- Sub Division Trust
- Governmental Grant**
- Kimberwyck Curb Suit**
- Payroll Agency
- Law Enforcement
- Health Benefits
- Sanitary Landfill Escrow
- Public Assistance Trust (PATF)
- Riverview Assessment Trust
- Flexible Spending

- General Capital
- Escrow
- Recreation
- Open Space
- Miscellaneous Trust**
- Off-Site Escrow**
- Dog License
- Self Insurance
- COBRA
- Payroll Account
- Mountainview Assessment Trust
- Public Assistance
- Claremont Assessment Trust

Other accounts

Custodian

Tax Collector's Redemption Account
Municipal Court Bail Account
Municipal Court General Account

Tax Collector
Court Administrator
Court Administrator

DISBURSEMENTS:

Signatures Required

Mayor or Deputy Mayor
Municipal Clerk and
Chief Finance Officer

Accounts

Current

Expert Witnessing
Escrow
Recreation
Governmental Grant
Kimberwyck Curb Suit
Dog License
Law Enforcement
Sanitary Landfill Escrow
Mountainview Assessment Trust
Health Benefits
Claremont Assessment Trust

General Capital

COBRA
Special Police Escrow
Sub Division Trust
Miscellaneous Trust
Off-site Escrow
Open Space
Self Insurance
Public Assistance Trust (PATF)
Riverview Assessment Trust
Public Assistance
Flexible Spending

Signatures Required

Chief Finance Officer or Municipal Clerk

Accounts

Payroll Account

Payroll Agency Account

Signatures Required

Chief Finance Officer or Tax Collector

Accounts

Tax Collector's Redemption Account

Signatures Required

Court Administrator or Municipal Magistrate

Accounts

Municipal Court Bail Account (2)

Municipal Court General Account(2)

3. RESOLUTION AUTHORIZING THE COLLECTION OF INTEREST ON DELINQUENT TAXES AND A YEAR END PENALTY

WHEREAS, N.J.S.A. 54:4-67 implies that affirmative action is required on the part of the governing body in fixing the rate of interest on delinquent taxes.

THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, that the interest rate on delinquent taxes shall be 8% per annum of the first \$1,500 and 18% per annum on any amount in excess of \$1,500 for the year 2013, and no interest shall be charged if payment of any installment is made within the 10th calendar day following the day upon which same became payable.

BE IT FURTHER RESOLVED in accordance with N.J.S.A. 54:4-67 the governing body may also fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year and that such penalty shall not exceed 6% of the amount of the delinquency.

BE IT FURTHER RESOLVED in any case where the taxes are not paid during the respective extended periods, the full interest rate from the due date shall apply.

4. RESOLUTION AUTHORIZING TAX SALE RELIEF

WHEREAS, the governing body of the Township of Hillsborough, County of Somerset, State of New Jersey wants to grant taxpayers with personal hardships relief from the tax sale; and

WHEREAS, N.J.S.A. 54:5-19 gives the governing body the authority to establish installment plans provided that monthly payments are made and that the plan does not exceed 2 years in duration; and

WHEREAS, N.J.S.A. 54:5-19 also gives the governing body the authority to direct the Tax Collector to establish installment plans with the owners who are affected.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Hillsborough, County of Somerset, that the Tax Collector be authorized to establish installment plans for any taxpayer that can demonstrate that they meet the criteria for a period not to exceed two years.

5. RESOLUTION APPROVING REORGANIZATION MATTERS:

a. RESOLUTION AUTHORIZING REORGANIZATION MEETING 2014

BE IT RESOLVED that the Reorganization Meeting of the Township of Hillsborough for the year 2014 shall be held at the Hillsborough Township Municipal Building, 379 South Branch Road, Hillsborough, New Jersey, 08844 on Wednesday, January 2, 2014 at 7:00 P.M.

b. RESOLUTION ADOPTING 2013 TOWNSHIP COMMITTEE MEETING SCHEDULE

BE IT RESOLVED by the Township Committee of the Township of Hillsborough that the following is established as a schedule of regular public meetings of the Township Committee to be held during 2013.

BE IT FURTHER RESOLVED that regular meetings shall commence at 7:30 P.M. and the location shall be at the Municipal Building, 379 South Branch Road, Hillsborough, NJ 08844 except as otherwise noted.

In accordance with the Open Public Meetings Act, a copy of this resolution shall immediately:

- Be posted on the Bulletin Board at the Municipal Building and shall remain posted for the year 2013.
- Be mailed to the following newspapers: The Hillsborough Beacon, the Courier News, Hillsborough Patch and the Newark Star Ledger.
- Filed with the Township Clerk.
- Mailed to those persons who have requested and paid the charges for copies of the schedule and revisions thereto and shall be promptly mailed to those persons who hereinafter make such request and prepay such charge.

2013 TOWNSHIP COMMITTEE MEETINGS

**7:30 P.M. – Regular Meetings
at the Hillsborough Municipal Complex
(TUESDAYS)**

JANUARY
8TH & 22ND

JULY
9TH & 23RD

FEBRUARY
12TH & 26TH

AUGUST
13TH & 27TH

MARCH
12TH & 19TH

SEPTEMBER
10TH & 24TH

APRIL
9TH & 23RD

OCTOBER
8TH & 22ND

MAY
14TH & 28TH

NOVEMBER
12TH & 26TH

JUNE
11TH & 25TH

DECEMBER
10TH & 17TH

C. RESOLUTION AUTHORIZING FEES FOR MEETING NOTICES

WHEREAS, Section 14 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the public body to fix a reasonable sum to be charged to persons who request that notice of meetings as required under the Act be mailed to them individually; and

WHEREAS, said sum is to cover the costs of providing such notices; and

WHEREAS, said Section further permits the public body to provide such notices free of charge to news media who so request;

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

1. Each person requesting an individual notice be mailed to him shall pay annually to the Township of Hillsborough the sum of \$10.00 to cover the costs thereof, as required under the Act.
2. Requests for such individual notice made by news media shall be granted without cost.
3. The sum herein designated is subject to change upon the adoption of superseding resolution by this public body.

This resolution shall take effect immediately.

d. RESOLUTION DESIGNATING 2013 OFFICIAL NEWSPAPERS

WHEREAS, N.J.S.A. 10:4-8(d) of the Open Public Meetings Act requires that said notice of meetings be submitted to newspapers of which three (3) shall be the official newspapers; and

WHEREAS, the Township Committee of the Township of Hillsborough has determined that the Newark Star Ledger, the Courier News, and the Hillsborough Beacon have the greatest likelihood of informing the public within the jurisdictional boundaries of Hillsborough Township of such meetings; and

WHEREAS, the Hillsborough Patch shall be the official electronic newspaper for the Township of Hillsborough.

NOW, THEREFORE, BE IT RESOLVED that notices will be sent to all four (4) newspapers.

BE IT FURTHER RESOLVED by the Township Committee of the Township of Hillsborough that the Newark Star Ledger, the Courier News, and the Hillsborough Beacon are hereby designated as the official newspapers of this body during 2013 as required by N.J.S.A. 10:4-18 and N.J.S.A. 10:4-8(d)(2) of the Open Public Meetings Act and the Hillsborough Patch shall be the official electronic newspaper.

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

Mayor DelCore reminded everyone that there would be cake and coffee following the meeting in the multipurpose room.

Mayor DelCore thanked everyone for coming and for tuning in at Channel 29. The next regular meeting of the Hillsborough Township will be January 8, 2013, at 7:30pm.

Mayor DelCore concluded by wishing everyone a Happy and Healthy New Year.

ADJOURNMENT

Upon motion by Committeeman Burchette, seconded by Deputy Mayor Tomson, the meeting duly adjourned at 8:08 p.m. Said motion was carried unanimously upon voice vote.

Attested:

Pamela Borek
Township Clerk