

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 Frank DelCore, Committeewoman Gloria McCauley, Committeeman Carl Suraci and Deputy Mayor Greg Burchette. Also, in attendance were Township Clerk Pamela Borek, Township Administrator Anthony Ferrera, Township Attorney William Willard and Township Labor Attorney Eric Bernstein. Mayor Doug Tomson was absent.

SALUTE TO THE FLAG

Following roll call, Deputy Mayor Burchette 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 May 13, 2014.

APPROVAL OF MINUTES

- *Approval of the March 11, 2014 Regular Session Minutes*
 - Upon motion by Committeewoman McCauley, seconded by Committeeman DelCore, the minutes of the March 11, 2014 Regular Session Minutes were approved upon the call of the roll.

- *Approval of the March 25, 2014 Regular Session Minutes*
 - Upon motion by Committeeman DelCore, seconded by Committeeman Suraci, the minutes of the March 25, 2014 Regular Session Minutes were approved upon the call of the roll.
Abstain - Committeewoman McCauley

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

Committeeman DelCore

Committeeman DelCore stated that at our last meeting there was some confusion about the posting of the Budget on the website. If anyone interested in reviewing the budget of the current year and, or prior years, they are available on the Township's website under Tax and Finance section.

Committeeman DelCore stated that the Township has implemented a new Reassessment Program. Last year the Township inspected approximately 25% of the homes and will continue to reassess on an annual bases. The reason for this creates significant data with consistency from year to year in the value of the assessments. This also reduced the number of appeals. During the period where files could be completed the Township had 16 tax appeals at the County. Previously it was 96, which was a

significant amount of appeals in prior years and that reduction will save a significant amount of money. The program is serving its intended purpose with good result.

Committeewoman McCauley

Committeewoman McCauley reported that she along with the Mayor attended a fashion show sponsored by Renaissance Hair Salon and Steps Together which is a local organization who collects money and fundraiser for those families in need of medical assistance. The organization continues to grow and is doing great work in Hillsborough. They put on this wonderful fashion show with over 200 people.

Committeewoman McCauley thanked the Township's DPW and Parks / Recreation Department for doing a great job on Clean Up Day was a few weeks ago, she also thanked the Somerset Leadership Program for participating.

Committeewoman McCauley announced the 50th Anniversary of the Hillsborough Township Police Department. The Hillsborough Police Department began in 1964 with one paid officer and has grown to the proud department it is today. She congratulated the Chief and Department. The festivities will include a special decal that will be placed on all marked patrol cars and an open house of Police Headquarters will be held on Saturday, May 24th from noon until 4pm, in which all Hillsborough residents are invited to tour headquarters.

Committeewoman McCauley said to Save the Date for the Green Living and Wellness Fair. The Township will be having the annual health fair with a green twist on June 17th from 3-7 pm here in the multi-purpose room. Local organizations and businesses will be presenting information, displays and demonstrations on topics ranging from living a healthy lifestyle, making sound nutritional choices, making green lifestyle choices and various health screenings. More information will be in this Friday's e-news along with the details about a Poster contest.

Committeewoman McCauley announced that Clean Up Coupons are still available. For select dates – please visit the DPW facility on East Mountain Road or our Administration Office to obtain your coupon.

Committeewoman McCauley stated that the Township will be replacing some areas of sidewalks that are in need of repair. The Engineering Department will be marking out sections as needed. Homeowners are responsible for the concrete area between the curb and the sidewalk at the end of their driveway.

Committeeman Suraci

Committeeman Suraci announced that registration is now available for the Hillsborough Township Parks and Recreation Summer Camp. The camps are the most affordable summer camps in the area. Our camps give children a great summer experience in their own community that lasts a lifetime. Recreation Summer Camps are held at various Hillsborough Township Public Schools: Auten Road, Amsterdam, Middle School (ages 12-14) and Woods Road (Tiny Camp). The camps will have different activities, both inside and outside, each day. The camp runs from June 23, 2014 through August 15, 2014. You can register for the summer camps at hillsboroughnjrecreation.org

Deputy Mayor Burchette

Deputy Mayor Burchette announced that runners are welcome to join the Ninth Annual Legal Runaround 5K Run and 3K Walk to be held on May 22, 2014 in Somerville. Hillsborough has been challenged to compete for the Healthiest Town Award at the Legal Runaround 5K Run / 3K Poker Walk, sponsored by the Somerset County Bar Foundation. You can find information in our e-news and on the website to register.

Deputy Mayor Burchette announced that Saturday May 24th is Hillsborough's Annual Salute to Veterans Breakfast, Memorial Day Parade and Garden of Honor Ceremonies. Veterans and widows can register for the breakfast on the Township website under the eGov link, by calling the Administration office or dropping off the response section of the flyer. The parade will start at 10:30am and the route is New Amwell Road to Beekman Lane to Municipal Building. Local veterans, fire companies, police, Boy Scout and Girl Scout troops, youth baseball and softball teams, and a variety of other community organizations will be marching in this year's parade. The Garden of Honor ceremony will be held upon completion of the parade. If your organization would like to march in the parade, please register with the parks and recreation department.

Deputy Mayor Burchette reported on the Louis Bay 2nd Future Municipal Leadership Scholarship Competition. Julianna Nienart was selected as a finalist. He congratulated her and wished her well on all of her future endeavors.

Mayor Tomson

Absent

PROCLAMATIONS

- *Proclamation proclaiming May 22, 2014 as Fifth Grade Colonial Day at the Auten Road Intermediate School*

WHEREAS, the teachers and students of Auten Road Intermediate School wish to celebrate our Colonial Heritage by hosting a Fifth Grade Colonial Day; and

WHEREAS, the fifth graders will take part in a day of educational and creative activities representative of Colonial times; and

WHEREAS, the students will attend Colonial activity sessions including writing with quills, constructing whirlygigs, creating wampum bracelets, making butter, and playing Table Top Nine Pins, checkers, and other games; and

WHEREAS, The Museum of Early Trades & Crafts will give demonstrations on tin punching, colonial trades, and making marbles and star books; and

WHEREAS, the day will culminate with presentations by the Old Barracks Fife & Drum Corps including live music, demonstrations of marching forms, explanations of soldiers' lives, and the introduction to important colonial figures.

NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and the Township Committee of the Township of Hillsborough, do hereby proclaim May 22, 2014 as Fifth Grade Colonial Day in Hillsborough, New Jersey and wish a great day of old time fun to the students and staff of the Auten Road Intermediate School.

NEW BUSINESS

- *None*

Deputy Mayor Burchette stated that with the consent of the Committee he would like to move to Consideration #1

1. RESOLUTION TO HIRE CRAIG C. MEYER AS POLICE OFFICER IN THE HILLSBOROUGH TOWNSHIP POLICE DEPARTMENT.

WHEREAS, there exists a vacancy in the position of Police Officer in the Hillsborough Township Police Department; and

WHEREAS, the Chief of Police and the Police Committee have conducted a detailed examination of the top candidates; and

WHEREAS, the Chief of Police recommends that Craig C. Meyer be hired as Police Officer in the Hillsborough Township Police Department at an annual salary of \$45,209.00, effective on or about May 14, 2014.

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 Police Chief is hereby accepted and approved.

Mayor Tomson stated there exists a vacancy in the Police Department. Upon the completion of the interview process, testing and a successful background check the Chief of Police recommends the hiring of Craig C. Meyer to fill that vacancy. This resolution authorizes that hiring.

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

Committeewoman McCauley thanked and welcomed Mr. Craig Meyer to the Hillsborough Police Department.

Deputy Mayor Burchette welcomed Officer Meyer.

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

Ms. Danielle Sciarrino a resident of 101 Kimberley Road would like someone from the Flood Commission to attend the next meeting to explain what is happening with the flooding situation.

Township Administrator Anthony Ferrera stated that Tom Belanger had left messages. Tom, myself and some others are going to come out and look at the area. The Township can also set up a meeting with the neighborhood to discuss it further.

PUBLIC HEARINGS

- *None*

INTRODUCTION OF NEW ORDINANCES

- *None*

CONSIDERATIONS

2. RESOLUTION ACCEPTING THE GENEROUS GIFT OF A FORD VAN FROM THE ROTARY CLUB OF HILLSBOROUGH TOWNSHIP FOUNDATION, INC.

WHEREAS, there is a need to replace our current van, in the Social Services Department, in the Township of Hillsborough, County of Somerset, State of New Jersey; and

WHEREAS, the Township of Hillsborough has received the generous donation of a Ford van from the Rotary Club of Hillsborough Township Foundation, Inc.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that Hillsborough Township accepts the generous donation of a Ford van from the Rotary Club of Hillsborough Township Foundation, Inc.

Mayor Tomson stated this resolution accepts the donation of a van from the Rotary Club of Hillsborough.

Committeeman DelCore thanked the rotary for their very generous donation. This is to accommodate the handicap residents in the community.

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

3. **RESOLUTION RATIFYING AND CONFIRMING THE AWARD OF A CONTRACT TO INDUSTRIAL COOLING CORPORATION FOR THE REPLACEMENT OF TWO (2) EXISTING HEAT PUMP SYSTEMS FOR THE POLICE DEPARTMENT IN AN AMOUNT NOT TO EXCEED \$19,655.00.**

WHEREAS, there was a need for the replacement of two (2) existing heat pump systems for the Police Department; and

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

WHEREAS, three (3) quotes were solicited and received as follows:

1.	Industrial Cooling	\$19,655.00
2.	V.I.P. Comfort Systems Inc.	No Quote
3.	Binsky Service	\$21,977.00

WHEREAS, the Director Public Works recommended that Industrial Cooling perform these services; and

WHEREAS, the Qualified Purchasing Agent determined that Industrial Cooling should be awarded the contract based on their quote; and

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

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

1. The award of contract for the replacement of two (2) existing heat pump systems for the Police Department to Industrial Cooling, in an amount not to exceed \$19,655.00, is hereby ratified and confirmed.
2. The Mayor and Township Clerk are hereby authorized to execute a contract consistent with this Resolution.

Deputy Mayor Burchette stated there was the need to replace two heat pumps over at the Police Department. Quotes were solicited and obtained from 3 vendors. Upon review, the Director of Public Works recommends Industrial Cooling Corporation should be awarded this contract to replace the units.

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

4. **RESOLUTION AUTHORIZING THE AWARD OF A THREE YEAR CONTRACT TO BINSKY SERVICE FOR THE HILLSBOROUGH TOWNSHIP MUNICIPAL BUILDING AND PUBLIC WORKS HVAC SYSTEM MAINTENANCE, IN AN AMOUNT OF \$33,389.00 PER YEAR, IN AN AMOUNT NOT TO EXCEED \$100,167.00 FOR THE THREE YEAR CONTRACT.**

WHEREAS, there is a need for HVAC system maintenance for the Hillsborough Township Municipal Building and the Public Works Building; and

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

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

4. Industrial Cooling	\$92,533.00
5. Siemens Industry, Inc.	\$135,906.00
6. Binsky Service	\$100,167.00

WHEREAS, the Director Public Works has recommended that Binsky Service perform these services; and

WHEREAS, Industrial Cooling had the lowest quote but they were unable to provide the RENO system option that was required; and

WHEREAS, the Qualified Purchasing Agent has determined that Binsky Service should be awarded the contract based on their quote; and

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

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

3. An award of contract is made to Binsky Service, in an amount not to exceed \$100,167.00, for HVAC system maintenance for the Hillsborough Township Municipal Building and the Public Works Building.
4. The Mayor and Township Clerk are hereby authorized to execute a contract consistent this Resolution.

Deputy Mayor Burchette stated that Binsky Service has provided HVAC maintenance services for the Township for several years. The firm has proven to be available when needed, cooperative with our DPW staff, and are recommended by the Director of DPW to continue their service to the Township.

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

5. RESOLUTION AUTHORIZING SELF-EXAMINATION OF THE 2014 MUNICIPAL BUDGET.

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Township of Hillsborough has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2014 budget year.

NOW THEREFORE BE IT RESOLVED by the governing body of the Township of Hillsborough, County of Somerset that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate and correctly stated,
 - b. Items of appropriation are properly set forth
 - c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.

5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.

6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

Deputy Mayor Burchette stated that the state law allows a municipality that is deemed to be fiscally sound and operating in accordance with the law to perform a self examination of the budget. Once again, Hillsborough has met this qualification. The self examination has specific guidelines established by the state division of local government services which must be met and the annual audit serves as an additional check on budget accounts. Self examination reduces the workload in Trenton. The program only allows self examination for two years, which Hillsborough did in 2008 and 2009, as well as in 2011 and 2012. In 2010 and 2013, the budget was reviewed by the state; therefore permitting Hillsborough self examination in 2014.

Committeeman DelCore stated that this is standard procedure for Trenton.

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

6. RESOLUTION SUPPORTING THE PRESERVATION UNDER THE COUNTY PLANNING INCENTIVE GRANT (PIG) PROGRAM OF BLOCK 147, LOT 9 (QUICK FARM).

WHEREAS, Frederick, Marie and Judith Quick ("Quick") made an application for farmland preservation for the 39 acre farm ("Quick Farm") located at 924 River Road, identified as Block 147, Lot 9 on the Township Tax Assessment Maps (last revised 2010), under the Municipal Planning Incentive Grant (PIG) program; and

WHEREAS, in consultation with the State Agriculture Development Committee (SADC) and Somerset County Agriculture Development Board (SCADB), Quick determined to transfer the application to the County PIG program due to better funding opportunities; and

WHEREAS, the preservation of the Quick Farm furthers the goals of the Township's Comprehensive Farmland Preservation Plan (adopted 2009), which identifies the Quick Farm as a "Targeted Farm" worthy of preservation.

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

1. The Township Committee strongly supports the County and SADC in their efforts to preserve the Quick Farm; and

2. A copy of this resolution shall be sent to the SADC and Somerset County.

Deputy Mayor Burchette stated that the land preservation remains a top priority in Hillsborough be it farmland or open space. This resolution supports the preservation of the above mentioned farm property under the County Planning Incentive Grant Program which is in line with the Township's Comprehensive Farmland Preservation Program.

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

7. **RESOLUTION AWARDING A CONTRACT TO PENN CREDIT FOR "THE PRIVATE COLLECTION OF MUNICIPAL COURT DEBT" FOR A 1-YEAR PERIOD ENDING MARCH 31, 2015, PENDING APPROVAL BY THE STATE OF NEW JERSEY ADMINISTRATIVE OFFICE OF THE COURTS.**

WHEREAS, a notice of advertisement for bids and an Invitation to Bid were prepared and advertised on January 23, 2014; and

WHEREAS, sealed bids were opened and read on February 19, 2014 at 10:00 AM, which was the time and place as provided for in the Invitation to Bid entitled "Private Collection of Municipal Court Debt" in accordance with the Local Public Contracts Law; and

WHEREAS, two (2) bids were received from the following vendors:

<u>Vendor</u>	<u>Add-On Fee</u>
Penn Credit	20%
Pioneer Credit Recovery Inc.	22%

WHEREAS, the specifications provide that the award of the contract shall be made to the lowest responsible bidder for the base bid, exclusive of Special Items; and

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

WHEREAS, the Qualified Purchasing Agent has determined that the lowest responsible bidder is Penn Credit.; and

WHEREAS, the Supreme Court procedures governing the Private Collection of Municipal Court Debt under L.2009, C.233, requires the approval of the State of New Jersey Administrative Office of Courts.

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

1. An award of contract for "the Private Collection of Municipal Court Debt" for a one-year period ending March 31, 2015 is made to Penn Credit for an add-on fee of 20%, pending approval by the State of New Jersey Administrative Office of Courts.

2. The Mayor and Township are hereby authorized to execute the Township standard form of contract, upon receipt of that approval.
3. A notice of this action shall be printed once in the official Township Newspaper.

Deputy Mayor Burchette stated that the Court has outstanding tickets that date back many years. The Supreme Court legislation that was passed set the regulations for the use of a private collection agency, which allows Hillsborough Township to go out to bid for these services.

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

8. RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO BINKSY SERVICE FOR THE INSTALLATION OF THE RENO NOTIFICATION SYSTEM, A ONETIME FEE, IN AN AMOUNT NOT TO EXCEED \$7,128.00.

WHEREAS, a contract was awarded to Binsky Service for the maintenance of the Hillsborough Township Municipal Building and Public Works HVAC systems; and

WHEREAS, the Director Public Works recommends that Binsky Service install the RENO Notification System for a onetime fee, in the amount not to exceed \$7,128.00; and

WHEREAS, the RENO Notification System will notify Binsky Service of any problems with the HVAC systems; and

WHEREAS, the Qualified Purchasing Agent has determined that Binsky Service should be awarded the contract based on their quote; and

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

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

1. An award of contract for the RENO Notification System is made to Binsky Service for a onetime fee, in an amount not to exceed \$7,128.00.
2. The Mayor and Township Clerk are hereby authorized to execute a contract consistent this Resolution.

Deputy Mayor Burchette stated that the RENO notification system is a software solution that will alert the service provider, in this case, Binsky Service, if there are any issues with the system.

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

9. **RESOLUTION AUTHORIZING THE HIRING OF MARK GARA, TO FILL A VACANCY IN THE HILLSBOROUGH TOWNSHIP'S BUILDING DEPARTMENT FOR THE FULL-TIME POSITION OF BUILDING INSPECTOR EFFECTIVE MAY 14, 2014 AT A SALARY OF \$54,000 PER YEAR AND AUTHORIZING THE CONSTRUCTION OFFICIAL TO FILL THE PART TIME POSITION.**

WHEREAS, there exists a need for two (2) part-time Field Inspectors, in the Township's Tax Assessor Office; and

WHEREAS, the Tax Assessor recommends the hiring of Daniel Keough, Jr. and Raymond Matyskiel as part-time Field Inspectors, effective April 23, 2014, at \$XX.00 per hour, not to exceed 25 hours per week.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, the recommendations of the Tax Assessor are hereby accepted and approved.

Deputy Mayor Burchette stated that there exists a vacancy in the Building Department for a full time building inspector. Mark Gara was recently hired on a part time basis as a building inspector. The Construction Official recommends the hiring of Mr. Gara on a full time basis. This resolution authorizes that hiring. This is NOT an additional headcount, simply the back filling of a vacancy.

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

CONSENT

5. **RESOLUTION APPROVING THE APPLICATION FOR A CARNIVAL LICENSE FOR ANTHONY FRANCHINI FOR THE HILLSBOROUGH ROTARY FAIR.**

WHEREAS, an application for a Carnival License has been filed by Anthony Franchini for an event, to be held August 12 thru 17, 2014; and

WHEREAS, the submitted application is complete.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby approves the application for a Carnival License for Anthony Franchini for an event, to be held August 12 thru 17, 2014.

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

1. RESOLUTION GRANTING PERMANENT EMPLOYEE STATUS TO ANDREW CHUDY, HILLSBOROUGH TOWNSHIP POLICE OFFICER, EFFECTIVE APRIL 24, 2014.

WHEREAS, Andrew Chudy was hired as a Police Officer in the Hillsborough Township Police Department on April 13, 2013; and

WHEREAS, the Chief of Police certifies that Officer Chudy has performed his duties and assignments in a capable and competent manner; and

WHEREAS, having qualified for regular employee status during the 12 month probationary period, the Chief of Police recommends that regular employee status be conferred upon Officer Chudy, effective April 24, 2014.

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 Chief of Police be and hereby is accepted and approved.

2. RESOLUTION APPROVING THE APPLICATION FOR A CATERING PERMIT FOR WOODS TAVERN, LLC FOR AN EVENT FOR AN EVENT TO BE HELD AT DUKE FARMS ON MAY 15, 2014.

WHEREAS, an application for a Catering Permit has been filed by Woods Tavern, LLC for an event to be held on May 15, 2014; and

WHEREAS, the submitted application is complete.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby approves the application for Woods Tavern, LLC for an event to be held on May 15, 2014.

3. RESOLUTION APPROVING THE APPLICATION FOR A CATERING PERMIT FOR WOODS TAVERN, LLC FOR AN EVENT FOR AN EVENT TO BE HELD AT DUKE FARMS ON MAY 17, 2014.

WHEREAS, an application for a Catering Permit has been filed by Woods Tavern, LLC for an event to be held on May 17, 2014; and

WHEREAS, the submitted application is complete.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby approves the application for Woods Tavern, LLC for an event to be held on May 17, 2014.

4. **RESOLUTION APPROVING THE APPLICATION FOR A CATERING PERMIT FOR WOODS TAVERN, LLC FOR AN EVENT FOR AN EVENT TO BE HELD AT DUKE FARMS ON JUNE 14, 2014.**

WHEREAS, an application for a Catering Permit has been filed by Woods Tavern, LLC for an event to be held on June 14, 2014; and

WHEREAS, the submitted application is complete.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby approves the application for Woods Tavern, LLC for an event to be held on June 14, 2014.

6. **RESOLUTION AUTHORIZING OFFICER CHRISTOPHER MCMINN TO ENROLL IN "STRATEGIC PLANNING, IMPLEMENTATION AND EVALUATION" AND "TERRORISM AND DISASTER MANAGEMENT" AND TO BE ELIGIBLE FOR TUITION REIMBURSEMENT OF SAID COURSES ONCE THEY HAVE BEEN SUCCESSFULLY COMPLETED, PURSUANT TO ARTICLE XVIII OF THE CURRENT PBA CONTRACT.**

WHEREAS, it is the policy of the Township of Hillsborough to encourage continuing education on the part of full-time employees for the purpose of enabling them to better perform in their jobs and to better prepare them in the event of an opportunity for advancement and promotion within the Township; and

WHEREAS, financial assistance for education is outlined in Article XVIII of the current PBA contract; and

WHEREAS, Officer Christopher McMinn is requesting seventy-five percent (75%) reimbursement for tuition and course book expenses for the "Weapons of Mass Destruction/Terrorism Awareness" and "Preparing for Catastrophic Emergencies" courses he intends to take in the Spring of 2014 towards his Master of Science Degree in Homeland Security (MSHS) program; and

WHEREAS, the Chief of Police has requested favorable consideration of Officer McMinn's request for financial reimbursement of seventy-five percent (75%) of the cost incurred upon successful completion of the classes.

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 Chief of Police is hereby accepted and approved.

7. RESOLUTION APPROVING REQUEST FROM THOMAS FINLEY FOR RELEASE OF WINTER C.O. CASH ESCROW FOR DRIVEWAY APRON – BLOCK 183 – LOT 14, IN THE AMOUNT OF \$500.00.

WHEREAS, a request has been received from Thomas Finley for release of cash escrow, in the amount of \$500.00; and

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

WHEREAS, the Assistant Township Engineer recommends that the Township Committee take action to release the \$500.00 cash escrow that was posted for the completion of the project.

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

8. RESOLUTION ACCEPTING THE RESIGNATION OF DEENA CENTOFANTI FROM THE HILLSBOROUGH TOWNSHIP'S BOARD OF HEALTH AND AUTHORIZING THE APPOINTMENT OF JOHN TOROK TO THE HILLSBOROUGH TOWNSHIP'S BOARD OF HEALTH.

WHEREAS, the Hillsborough Township Committee makes the following appointment:

Board of Health

Seat #5	Unexpired (4-year term)	John Torok	12/31/14
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NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that John Torok is appointed to Seat #5 on the Board of Health for an unexpired 4 year term ending 12/31/14.

9. RESOLUTION SUPPORTING THE *CLICK IT OR TICKET* MOBILIZATION OF MAY 19 – JUNE 1, 2014.

WHEREAS, there were 545 motor vehicles fatalities in New Jersey in 2013; and

WHEREAS, a large percentage of the motor vehicle occupants killed in traffic crashes were not wearing a seat belt; and

WHEREAS, use of a seat belt remains the most effective way to avoid death or serious injury in a motor vehicle crash; and

WHEREAS, the National Highway Traffic Safety Administration estimates that 135,000 lives were saved by safety belt usage nationally between 1975 – 2000; and

WHEREAS, the State of New Jersey will participate in the nationwide *Click It or Ticket* seat belt mobilization from May 19 – June 1, 2014 in an effort to raise awareness and increase seat belt usage through a combination of enforcement and education; and

WHEREAS, the Division of Highway Traffic Safety has set a goal of increasing the seat belt usage rate in the state from the current level of 91% to 92%; and

WHEREAS, a further increase in seat belt usage in New Jersey will save lives on our roadways.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that they hereby support the *Click It or Ticket* seat belt mobilization both locally and nationally from May 19 – June 1, 2014 and pledges to increase awareness of the mobilization and the benefits of seat belt use.

10. RESOLUTION APPROVING THE REQUEST FROM LARKEN ASSOCIATES (HILLSBOROUGH INDUSTRIAL PARK) FOR THE RELEASE OF CASH BOND, IN THE AMOUNT OF \$51,025.20, RELEASE OF ENGINEERING INSPECTION FEES ESCROW, IN THE AMOUNT OF \$15,790.03, RELEASE OF CASH BOND FOR JILL COURT, IN THE AMOUNT OF \$15,615.00 AND THE RELEASE OF LEGAL FEES ESCROW, IN THE AMOUNT OF \$5,000.00, FOR THE VACATION OF JILL COURT.

WHEREAS, a request has been received from Larken Associates (Hillsborough Industrial Park) for the release of cash bonds, engineering inspection fees and vacation of Jill Court legal fees escrow; 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 \$51,025.20 and \$15,615.00 cash bonds, \$15,790.03 engineering fees escrow and \$5,000.00 legal fees escrow attributable to the vacation of Jill Court.

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 Assistant Township Engineer be and hereby are accepted and approved.

Committeewoman McCauley congratulated Police Officer Andrew Chudy on his permanent status.

Upon motion by Committeeman DelCore, seconded by Committeeman Suraci, the consent agenda excluding #5 was unanimously approved upon call of the roll.

CLAIMS LISTS

Deputy Mayor Burchette presented Claims Lists 2014-09.

Upon motion by Committeeman DeCore, seconded by Committeewoman McCauley, Claims List 2014-09 was unanimously approved upon call of the roll.

ADJOURNMENT

Upon motion by Committeeman Suraci, seconded by Committeewoman McCauley, the meeting duly adjourned at 8:05 p.m. Said motion was carried unanimously upon voice vote.

Attested:

Pamela Borek
Township Clerk