

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 Greg Burchette, Committeewoman McCauley and Mayor Frank DelCore. Also in attendance were Township Administrator Anthony Ferrera, Township Clerk Pamela Borek, and Township Attorney William Willard. Committeeman Doug Tomson and Deputy Mayor Suraci were noted as absent.

### **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. June 14, 2016.

### **APPROVAL OF MINUTES**

- *Approval of the January 12, 2016 Executive Session Minutes*

The minutes of the January 12, 2016 Executive Session Meeting were tabled.

- *Approval of the May 24, 2016 Regular Session Meeting Minutes*

Upon a motion by Committeeman Burchette, seconded by Committeewoman McCauley, the minutes of the May 24, 2016 Regular Session Meeting was approved upon the call of the roll.

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

#### **Committeeman Burchette**

Committeeman Burchette reminded residents to register their Shop Hillsborough Card and visit the website for the updated listing of businesses.

Committeeman Burchette stated that Hillsborough Memorial VFW Post #8371 is calling for new members. Committeeman Burchette noted that if you have been honorably discharged from the military and have served overseas, please consider joining the VFW. More information can be found in Friday's enewsletter.

Committeeman Burchette noted the Summer Activities Guide is now available and programs are open for registration. Committeeman Burchette suggested to look in the guide for information

about summer youth and adult programs, tennis lessons, the Family Campout and Fishing Derby, and Fall Youth Soccer Leagues.

Committeeman Burchette stated a reminder from the Hillsborough – Millstone Municipal Alliance would like to remind Parents of the “Parents who host, lose the most” Campaign.. It is against the law to serve anyone under the age of 21 alcohol, even in your home. Please feel free to pick up one of these cards on your way out.

**Committeewoman McCauley**

Committeewoman McCauley thanked all of the Green Living and Wellness Fair participants. There were over 50 participants offering various health screenings and demonstrations. Committeewoman McCauley noted that Mayor DelCore would be awarding the poster contest winners and there were 112 posters entered in the contest. Thank you to everyone who came out to support our biggest fair to date.

Committeewoman McCauley announced that in New Jersey, June 13-19 is Lightning Awareness Week. Committeewoman McCauley additionally noted that the National Weather Service has a listing of lightning safety tips. Their website is [www.weather.gov](http://www.weather.gov).

Committeewoman McCauley stated that transportation represents the largest and fastest growing segment of New Jersey’s carbon footprint at 35 percent compared to a national average of 26 percent. Committeewoman McCauley noted that Drive Less Somerset is a free and easy way to challenge yourself, your friends and your workplace to make a commitment to DRIVE LESS during the month of June!

Committeewoman McCauley announced that Recycling Pickup in parts of Hillsborough will be switched to Mondays, starting June 20 according to the Somerset County Recycling Division.

Committeewoman McCauley stated that a notice of this change was placed in the handle of recycling buckets of those residents who put out recyclables last week on the 31 roads affected by the change. Committeewoman McCauley encouraged affected residents are to share this new schedule with neighbors to ensure that the word gets out to as many people as possible.

**Mayor DelCore**

Mayor DelCore thanked 2016 Grand Marshal Fred Quick for leading the Memorial Day Commemoration program this year. Mayor DelCore continued that the day started out with breakfast for nearly 200 veterans and spouses, which was followed by the dedication of the POW-MIA monument and military benches by Eagle Scout Christopher Machala. Mayor DelCore added that the parade and program at the Garden of Honor followed.

Mayor DelCore thanked the YMCA for inviting him to sound the horn for the start of their annual Hillsborough Hop 5K.

Mayor DelCore stated the Hop was followed by the Annual Green Living and Wellness Fair and thanked all who came out in support of that as well.

Mayor DelCore thanked Hillsborough Elementary school for the invitation to their Flag Day event.

Mayor DelCore asked for a moment of silence for those victims in Orlando.

Mayor DelCore announced that Hillsborough's Independence Day Celebration will be held on Saturday, June 25<sup>th</sup>.

Mayor DelCore stated that looking ahead, to save the date for our 3<sup>rd</sup> Annual Senior Olympics, which will be held on Wednesday, September 21<sup>st</sup> at Ann Van Middleworth Park.

Mayor DelCore noted there will be more details along with registration information out shortly, but for all of our seniors, mark you calendars for the Olympics!

#### **PROCLAMATIONS/PRESENTATIONS PRESENTATIONS**

- **Presentation to the 2016 Green Living & Wellness Fair Contest winners**

Mayor DelCore stated that three years ago our Annual Health Fair became a Green Living and Wellness Fair we added a poster contest. Mayor DelCore was happy to announce that this year we received 112 entries into the poster contest. Committeewoman Gloria McCauley, Liaison to Sustainable Hillsborough will join me for the presentation to our Poster Contest Winners.

- **Presentation of Atoms RCers donation to the Hillsborough CAN**

Mayor DelCore stated the Atoms RCers make a donation each year to the Hillsborough Community Assistance Network. We would like to present them with a certificate of appreciation for their continued support of the CAN and helping out those in need within our community.

#### **PROCLAMATIONS**

- **Proclamation honoring Gold Award recipient Emily Van Pelt**

*WHEREAS, Emily Van Pelt is a senior at Hillsborough High School and will be attending Kean University in the fall; and*

*WHEREAS, we, the Hillsborough Township Committee, recognize the many hours Emily devoted towards earning her Girl Scout Gold Award, working with diligence in order to achieve this highly coveted award; and*

*WHEREAS, Emily's Gold Award project "Field of Dreams," consisted of collaborating with the Hillsborough Parks and Recreation Department to develop a youth field hockey program in Hillsborough; and*

*WHEREAS, Emily obtained a grant from USA Field Hockey to receive a complete set of 24 sticks, balls, cones, and a curriculum guide for the program; and*

*WHEREAS, together with her coach, Emily hosted two clinics for girls and boys to increase their skills in the sport; and*

*WHEREAS, Emily serves as an example to the youth of Hillsborough Township through her achievements, leadership, and community service, and we are very proud that Emily is a member of our community.*

*NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and the Hillsborough Township Committee, do hereby recognize and extend our sincere congratulations to Emily Van Pelt for having earned her Girl Scout Gold Award, an honor for both her and for those who have guided her, and we wish all the best in her future endeavors.*

- **Proclamation honoring Premiere Dance**

*WHEREAS, Premiere Dance Hillsborough is a dance company located in Hillsborough Township; and*

*WHEREAS, for the past two years, dancers aged 5 to 16 have participated in a dance marathon for four hours; and*

*WHEREAS, on March 19, 2016, the dancers raised more than \$8,000 for the Embrace Kids Foundation; and*

*WHEREAS, the Embrace Kids Foundation assists families with children stricken by cancer and other serious diseases; and*

*WHEREAS, the dancers were invited to perform their line dance on stage during the Rutgers University Dance Marathon on April 2nd; and*

*WHEREAS, Premiere Dance Hillsborough is led by Michelle Cunningham and Corinna Ahart, and their assistants Lisa Burton and Ally Nagy, and is owned by Gregg Wilke; and*

*WHEREAS, the dance marathon was organized by Andrea and Matt Wolkofsky and their daughter, Ella.*

*NOW THEREFORE, BE IT PROCLAIMED that we, the Mayor and Hillsborough Township Committee, do hereby commend all of the participants of Premiere Dance Hillsborough's Embrace Kids Foundation Dance Marathon.*

*BE IT FURTHER PROCLAIMED that we the Mayor and the Hillsborough Township Committee, further commend Premiere Dance Hillsborough for the honor that they have brought to themselves and their dedication to helping their community.*

- **Proclamation honoring Hillsborough Middle School Hockey Team**

*WHEREAS, the Hillsborough Middle School Hockey Team had a very successful season due to their hard work and dedication; and*

*WHEREAS, the Hillsborough Middle School Hockey team consisted of the following young athletes: Nicholas Antonoff, Michael Bizzoco, Jack Borek, Mark Borek, Christopher Brake, Andrew Ely, Brock Forrest, Jason LoRicco, Michael LoRicco, Jacob Lust, Keegan McGowan, Michael Panchery, Seamus Parauda, Lleyton Soares, Jack Spitzer, Adam Teryek, and Jason Wolff; and*

*WHEREAS, the Hillsborough Middle School Hockey Team was led by Coaches Doug Ely and Mike LoRicco; and*

*WHEREAS, the Hillsborough Middle School Hockey Team were the champions of the top bracket of the Middle School League; and*

*WHEREAS, the Hillsborough Middle School Hockey Team finished the season with 12 wins and 1 loss; and*

*WHEREAS, the second time around, the Hillsborough Middle School Hockey Team was able to defeat a team they had previously lost to.*

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

*BE IT FURTHER PROCLAIMED that we, the Mayor and the Township Committee, further commend the Hillsborough Middle School Hockey Team for the honor that they have brought to themselves, their team and our community through their many achievements on and off the ice.*

- **Proclamation honoring Hillsborough Township Sergeant David Fisher, Corporal Thomas McLain, Officer Stephen Nowacki and Officer Andrew Chudy**

*WHEREAS, Sergeant David Fisher, Corporal Thomas McLain, Officer Stephen Nowacki, and Officer Andrew Chudy are Police Officers in the Hillsborough Township Police Department; and*

*WHEREAS, on April 8th, 2016, these four officers responded to a fire in a multi-family residence; and*

*WHEREAS, Sergeant Fisher, Corporal McLain, Officer Nowacki, and Officer Chudy quickly assessed the gravity of the situation and entered the burning building in order to alert any remaining residents of the fire; and*

*WHEREAS, upon hearing calls from the second floor; Sergeant Fisher reentered the building and guided two residents to safety; and*

*WHEREAS, if it were not for the bravery and heroic actions of Sergeant Fisher, Corporal McLain, Officer Nowacki, and Officer Chudy, the outcome of the fire could have been much worse.*

*NOW, THEREFORE, BE IT PROCLAIMED, that we, the Mayor and Hillsborough Township Committee hereby express our gratitude to Sergeant Fisher, Corporal McLain, Officer Nowacki, and Officer Chudy for their acts of heroism and selfless dedication to their community and to all those around them.*

*BE IT FURTHER PROCLAIMED, that we the Mayor and Hillsborough Township Committee, along with the Hillsborough Township Police Department, and the citizens of Hillsborough, commend Sergeant Fisher, Corporal McLain, Officer Nowacki, and Officer Chudy for their continued service to all citizens.*

**NEW BUSINESS**

- *None*

**PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA**

- *None*

**PUBLIC HEARINGS**

**2016-07 ORDINANCE AMENDS CHAPTER 117 OF THE CODE OF THE TOWNSHIP OF HILLSBOROUGH, TITLED "ANIMALS", ARTICLE III, TITLED "LICENSING OF DOGS; DOG WARDEN"**

BE IT ORDAINED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Chapter 117 of the Code of the Township of Hillsborough,

titled "Animals", Article III titled "Licensing of Dogs; Dog Warden", is repealed and replaced as follows:

## Chapter 117. Animals

### Article III. Licensing of Dogs; Certified Animal Control Officer

#### Section 117-10. Definitions.

"Dog" means any dog, male or female, or neutered male or neutered female.

"Dog of Licensing Age" means any dog which has attained the age of seven (7) months or which possesses a set of permanent teeth.

"Owner" when applied to the proprietorship of a dog shall include every person having a right of property in that dog and every person who has that dog in his keeping.

"Certified Animal Control Officer (ACO)" means a person 18 years of age or older who has satisfactorily completed the course of study approved by the Commissioner of Health and the

Police Training Commission as prescribed by N.J.S.A. 4:19-15.16a.

"Potentially Dangerous Dog" means a dog declared "potentially dangerous" by a municipal court in accordance with N.J.S.A. 4:19-23 et seq.

"Shelter" means any place where 5 or more dogs are received, housed, or distributed without charge. For the purposes of licensing, any person who desires to own 5 or more dogs must obtain a shelter license from the Hillsborough Township Board of Health, and must license each individual "Sterilize" means to render an animal incapable of reproducing by either spaying or neutering.

"Township" means the Township of Hillsborough, County of Somerset, State of New Jersey.

#### Section 117-11. Designation of Licensing Official.

The Finance Officer of the Township of Hillsborough, in the County of Somerset, is hereby designated as the official to license dogs in said Township.

#### Section 117-12. License and Registration Tag Fees.

A. A person who shall own, keep or harbor a dog in the Township of Hillsborough shall license such dog pursuant to the provisions of N.J.S.A. 4:19-15.1 et seq., and make application to the Finance Officer for a license and registration tag for such dog within the time limit set by said statute and pay an annual license fee of \$19.80 and \$1.00 for each registration tag and renewal thereof.

B. Pursuant to N.J.S.A. 4:19-15.1 et seq., the Finance Officer shall collect and remit to the State of New Jersey, together with the dog registration tag fee of \$1.00, \$0.20 for each dog licensed, to be designated for the State Pilot Clinic Fund.

C. Pursuant to N.J.S.A. 4:19-15.1 et seq., the Finance Officer shall collect and remit to the New Jersey State Department of Health, together with the dog registration fee and the \$0.20 cited above, an additional \$3.00 for any dog of reproductive age which has not had its reproductive capacity permanently altered through sterilization. This fee is to be designated for the Animal Population Control Fund.

D. A person who shall own, keep, or harbor more than 4 dogs shall obtain a shelter license in accordance with Township Board of Health Ordinance, 315-3, "Kennels, Shelters, and Pounds."

E. Any dog designated "potentially dangerous" as per N.J.S.A. 4:19-23 et seq., by a municipal court shall require a special license of \$700.00 per year and comply with the requirements outlined in said statute.

#### Section 117-13. Certified Animal Control Officer.

A. There is hereby created the position of Certified Animal Control Officer, which position shall be filled by appointment of the Township Committee. The Certified Animal Control Officer shall hold office at the pleasure of the Township Committee.

B. It shall be the duty and the responsibility of the Certified Animal Control Officer to catch and impound all dogs running at large in the Township without the appropriate license, collar, and or/or tag, and to perform such further duties and responsibilities as may be found in N.J.S.A. 4:19-15.1 et seq.

#### Section 117-14. Dog Canvass.

Dog Canvassers shall be appointed by the Township Committee to conduct a door to door canvass of dogs in the Township on a schedule that the Township Committee deems necessary.

#### Section 117-15. Violations and penalties.

Any person who shall fail to comply with the licensing requirements set forth in this article and N.J.S.A. 4-19- 15.1 et seq., within the time periods prescribed shall be required to pay a penalty to the Township of \$50 per dog in addition to the established license and registration fees. Unless contested, the penalty may be paid through the Township Municipal Court Violations Bureau without court appearance.

Mayor DelCore stated that as indicated when this ordinance was introduced, The Hillsborough Board of Health has been concerned over the past two years that almost 25% of the dogs involved in bites or encounters with wildlife have not been up to date with their rabies



vaccinations. We need to make sure that dogs remain protected from rabies, especially to prevent transmission to people. Mayor DelCore noted the Health Department has been working with the Certified Animal Control Officers of St Hubert's Giralda to canvass sections of Hillsborough for unlicensed dogs issuing warnings to residents to vaccinate and license their dogs. Mayor DelCore additionally stated the NJ Department of Health requires that dogs be licensed annually in the State as well. The fine now appears in our Ordinance and it can be paid without a court appearance. Mayor DelCore additionally noted, however, it allows the Animal Control Officer to request a court appearance if the individual does not license their dog after being directed to do so. The ordinance also included the requirement that anyone with 5 or more dogs must obtain a shelter license from the Board of Health, and it includes the requirement for a \$700 per year licensing fee for a dog declared "potentially dangerous" in Municipal Court. This is important to protect the health of Hillsborough residents.

Upon motion by Committeeman Burchette, seconded by Committeewoman McCauley, to open the public hearing, the resolution was unanimously approved upon call of the role.

Upon motion by Committeeman Burchette, seconded by Committeewoman McCauley the Public Hearing was closed an Ordinance 2016-07 was adopted and unanimously approved upon call of the roll.

## **INTRODUCTION OF NEW ORDINANCES**

- **None**

## **CONSIDERATIONS**

1. **Resolution awarding a contract for 2016 Sidewalk and Curbing Replacement to A-Team Concrete, Inc. in an amount not to exceed \$75,000.00.**

**WHEREAS**, the Assistant Township Engineer has determined that there is a need for sidewalk and curb replacement; and

**WHEREAS**, sealed bids were opened and read on May 25, 2016 at 10:30 a.m., which was the time and place provided for in the Notice to Bidders entitled "2016 Sidewalk and Curbing Replacement" in accordance with the Local Public Contracts Law; and

**WHEREAS**, the Township received eight (8) bids with the lowest bid from A-Team Concrete, Inc. from South River, New Jersey; and

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

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

**WHEREAS**, the Qualified Purchasing Agent has determined that the lowest responsible bidder is A-Team Concrete, Inc.; and

**WHEREAS**, the Assistant Township Engineer has reviewed the proposal and has provided the Township Committee with a memorandum recommending awarding the contract to A-Team Concrete, Inc.; 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 entitled "2016 Sidewalk and Curbing Replacement" is made to A-Team Concrete, Inc., in an amount not to exceed \$75,000.00.
2. The Mayor and Township Clerk are hereby authorized to execute a contract with A-Team Concrete consistent with the terms of this resolution.
3. A notice of this action shall be printed in the official Township newspaper.

Mayor DelCore stated the Township sought sealed bids for the above mentioned project and on May 25, 2016, the Township received 8 bids in response. The Assistant Township Engineer and QPA have reviewed said bids and make the above recommendation.

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

**2. Resolution awarding "2-16 Road Maintenance Materials" contract.**

**WHEREAS**, the Assistant Township Engineer has determined there is a need for the acquisition of the following: "2016 Road Maintenance Materials"; and

**WHEREAS**, sealed bids were opened and read on May 25, 2016 at 10:30 a.m. which was the time and place provided for in the Invitation to Bid entitled "2016 Road Maintenance Materials"; and

**WHEREAS**, the Assistant Township Engineer has reviewed the bids and has provided the Township Committee with his memorandum dated May 31, 2016, recommending the award of the following contracts:

<u>Bid</u> <u>Item</u>	<u>Description</u>	<u>Recommended</u> <u>Vendor</u>	<u>Bid</u> <u>Price</u>
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1	#8 Broken Stone, FOB (3/8")	Gibraltar Rock	24.00/ton*
2	#8 Broken Stone, FD (3/8")	Eastern Concrete	23.00/ton
3	#57 or #67 Broken Stone, FOB	Gibraltar Rock	15.00/ton*
4	#57 or #67 Broken Stone, FD	Trap Rock	18.30/ton
5	#2 Clean Stone, FOB	Trap Rock	13.50/ton*
6	#2 Clean Broken Stone, FD	Trap Rock	18.30/ton
7	#3 or #4 Broken Stone, FOB	Trap Rock	13.50/ton*
8	#3 or #4 Broken Stone, FD	Trap Rock	18.30/ton
9	Dense Graded Aggregate, FOB	Gibraltar Rock	10.50/ton*
10	Dense Graded Aggregate, FD	Trap Rock	14.30/ton
11	3/4" Road Stone, FOB	Gibraltar Rock	10.25/ton*
12	3/4" Road Stone, FD	Trap Rock	13.30/ton
13	Core Stone (6"-12"), FD	Stavola	21.00/ton
14	Bit. Conc. Stab. Base I-2, FOB	Trap Rock	64.00/ton*
15	Bit. Conc. Surface I-3, FOB	Trap Rock	64.00/ton*
16	Bit. Conc. Surface I-4, FOB	Trap Rock	66.00/ton*
17	Bit. Conc. Surface I-5, FOB	Trap Rock	66.00/ton*
18	UPM High Performance Cold Mix	Stavola	142.00/ton*
19	Prime Coat, MC-70 or MC-30, FDA	No Bidder	No Bid
20	Seal Coat RS-3K, FDA	No Bidder	No Bid
21	Seal Coat CRS-2P, FDA	No Bidder	No Bid
22	High Temperature Joint Sealing	No Bidder	No Bid
23	Hot Mix Base Asphalt 19M64 FOB	Trap Rock	66.00/ton**

**WHEREAS**, the Township Qualified Purchasing Agent has reviewed the bid packages of the recommended vendors set forth hereinabove and finds them to be in conformance with the Local Public Contracts Law and the Township Instruction to Bidders; and

**WHEREAS**, a certification of availability of funds shall be made in connection with each purchase order in accordance with N.J.A.C. 5:34-5.3(b)(2); and

**WHEREAS**, it will be determined at a later date, as per the Assistant Township Engineer and the Director of Public Works if rebidding will be necessary for Items 19-22.

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

1. Awards of contract are hereby made at the unit prices set forth above for Items 1, 3, 9, and 11 to Gibraltar Rock; Item 2 to Eastern Concrete; Items 13 and 18 to Stavola; Items 4 – 8, 10, 12, 14 – 17 and 23 to Trap Rock, as set forth herein above with the understanding that the minimum quantity is zero and the maximum amount based upon the bid quantity as tabulated in the bid summary and as further adjusted as provided in the Township contract specifications.

2. The Mayor and Township Clerk are hereby authorized to execute the Township's standard form of contracts for goods, products and supplies and for services with each of the successful bidders in each of the various categories in accordance with the recommendations of the Assistant Township Engineer as set forth herein above.

Mayor DelCore stated that the township sought sealed bids for the above mentioned project and also on May 25, 2016, the Township received 4 bids in response. The Assistant Township Engineer and QPA have reviewed said bids and make the above recommendations.

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

3. **Resolution authorizing the hiring of Brian Staats, as a Public Works Worker I, in the Township Department of Parks, Recreation and Social Services, effective June 15, 2016 at a salary of \$32,494.00.**

**WHEREAS**, there exists a need for a Public Works Worker I in the Township of Hillsborough Parks, Recreation and Social Services Department; and

**WHEREAS**, the Director of Parks, Recreation and Social Services recommends the hiring of Brian Staats, as a Public Works Worker I, effective June 15, 2016 at an annual salary of \$32,494.00.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Director of Parks, Recreation and Social Services is authorized to hire Brian Staats as a Public Works Worker I, effective June 15, 2016 at an annual salary of \$32,494.00.

Mayor DelCore stated that there existed a vacancy in the Department of Parks, Recreation and Social Services. This authorization fills that vacancy.

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

4. **Resolution awarding a 48 month Photocopy Machine contract to Ace Office Solutions, LLC for copy machines at the Municipal complex in a total amount not to exceed \$76,499.04.**

**WHEREAS**, a Notice of Advertisement for Bids and an Invitation to Bid were prepared and advertised on May 6, 2016; and

**WHEREAS**, sealed bids were opened and read on May 26, 2016 at 10:00 AM, which was the time and place as provided for in the Invitation to Bid entitled "Copy Machines at the Municipal Complex" in accordance with the Local Public Contracts Law; and

**WHEREAS**, thirteen (13) bids from 8 respondents were received from the following vendors:

Vendor	Amount
Ace Office Solutions LLC	\$ 76,499.04
Armpro Office Machines Inc.	\$ 87,127.44
Document Solutions	\$ 88,778.72
Imperial Copy Products	\$105,360.00
Parmetech	\$100,999.20
Prior & Nami Business Systems	\$110,267.04 (Option A)
	\$123,894.72 (Option B)
	\$118,940.64 (Option C)
	\$132,568.32 (Option D)
Ricoh USA, Inc.	\$103,027.20 (Option A)
	\$ 81,513.60 (Option B)
Superior Office Systems Inc.	\$119,357.76 (Option A)
	\$126,565.44 (Option B)

**WHEREAS**, the Qualified Purchasing Agent has determined that the lowest responsive and responsible bidder is Ace Office Solutions, LLC; 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 a 48-month Photocopy Machine Contract for "Copy Machines at the Municipal Complex" is made to Ace Officer Solutions, LLC, in a total amount not to exceed \$76,499.04.
2. A notice of this action shall be printed once in the official Township Newspaper.

Mayor DelCore stated the Township sought sealed bids for the above mentioned service and on May 26, 2016, the Township received 13 bids in response. The QPA has reviewed said bids and made the above recommendation.

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

**5. Resolution establishing the annual salaries & wages of Municipal employees.**

**BE IT RESOLVED**, by the Township Committee of the Township of Hillsborough that the annual salaries of the following employees are to be adjusted as listed below, effective January 1, 2016, unless otherwise indicated:

Name	Position	Base Salary
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Allat, Edward	Fire SubCode Official	\$85,000.00 (eff. 7/1/16)
Belnay, Glen	Health Officer	\$127,486.00
Besser, Mark	Police Lieutenant	\$144,151.00
Bittle, John	Mr. Fix-It/Part-Time Bus Driver	\$19.00/hr (eff. 6/15/16)
Black, Paul	Building Inspector	\$62,000.00 (eff. 7/1/16)
Blaney, Debra	Tax Assessor	\$93,357.00
	Commercial Assessment Stipend	\$14,982.00
Borek, Pamela	Township Clerk	\$78,202.00
Boyle, Charles	Police Lieutenant	\$144,151.00 (eff. 2/9/16)
Borngesser, Dianne	Assistant to Township Clerk	\$57,906.00
Bush, Lucia	Admin. Secretary to Police Chief	\$59,473.00
Carr, Michael	Director of Environmental Programs	\$76,159.00
Costa, Nancy	CFO/Tax Collector/QPA	\$123,235.00
Crossen, April	Deputy Treasurer/Tax Collector	\$59,924.00
Crossen, John	Parks Supervisor	\$70,783.00
Davenport, Daniel	Asst Public Works Supervisor	\$70,783.00
DeAngelis, Glenn	Asst Public Works Supervisor	\$67,918.00
Decker, Mary	Secretary to Mayor & Township Administrator	\$41,304.00
Faerber, Cathy-Jean	Assistant Director of Social Services	\$53,095.00

Ferrera, Anthony	Administrator/Deputy Clerk	\$144,730.00
Fiedler, John	Construction Official	\$104,986.00
Fitzpatrick, Michael	Police Lieutenant	\$144,151.00 (eff. 2/9/16)
Haurey, James	Systems Administrator	\$90,266.00
Hollenbach, Elizabeth	Deputy Tax Assessor	\$60,843.00
Huddy, Chris	Building Inspector	\$62,000.00 (eff. 7/1/16)
Huxley, Jeff	Public Works Supervisor	\$82,927.00
Keeth, Susan	Municipal Court Administrator	\$79,385.00
Maski, David	Director of Planning	\$98,430.00
Mozgai, Francis	Police Captain	\$144,151.00 (eff. 1/1/16) \$150,256.00 (eff. 1/12/16)
Pineno, Michael	IT Manager	\$100,229.00
Powell, Darren	Police Chief	\$144,151.00 (eff. 1/1/16) \$156,361.00 (eff. 2/1/16)
Pryor, Kenneth	Police Lieutenant	\$144,151.00
Resavy, Richard	Director of Public Works	\$104,790.00
Sheridan, John	Director of OEM	\$49,787.00
Spano - Klimko, Siobhan	Deputy Health Officer/Educator	\$84,995.00

This resolution establishes the 2016 salaries for the Police Lieutenants, Captain, Chief, Department Heads, DPW Supervisors and non-union employees.

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

**6. Resolution authorizing the hiring of Karen Hoelzel as part-time Evidence Custodian for the Hillsborough Township Police**

**WHEREAS**, there is the need for a part time Evidence Custodian for the Hillsborough Township Police Department; and

**WHEREAS**, the Chief of Police recommends the hiring of Karen Hoelzel to the position of part time Evidence Custodian for the Hillsborough Township Police Department at an hourly rate of \$20.00, 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 that the recommendation of the Chief of Police is hereby accepted and approved, and Karen Hoelzel be hired to the position of part time Evidence Custodian for the Hillsborough Township Police Department at an hourly rate of \$20.00, not to exceed 25 hours per week.

AF Comments....

Township Administrator Ferrera stated he had an opportunity to interview Ms. Hoelzel and with her past experience we welcome her back to the team.

Mayor DelCore stated that there exists a vacancy in the position of part-time Evidence Custodian. Police Chief Powell has recommended Ms. Hoelzel to fill that vacancy. Mayor DelCore welcomed Ms. Hoelzel.

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

**7. Resolution authorizing a one (1) year contract through the Competitive Contracting Process N.J.S.A. 40A:11-4.1 with Performance Baseball, LLC, to operate a Recreation Baseball Summer Camp from June 23, 2016 to June 22, 2017.**

**WHEREAS**, there exists a need for a Recreation Baseball Summer Clinic in the Township of Hillsborough; and

**WHEREAS**, a notice of advertisement for proposals was prepared and advertised on May 6, 2016; and

**WHEREAS**, one (1) proposal was received by the Township and submitted on May 26, 2016 at 11:00 AM, which was the time and place provided for in the advertisement; and

**WHEREAS**, the sole bidder, Performance Baseball, LLC, offered \$1,000.00 to the Township of Hillsborough for the use of Municipal Premises for the operation of a Recreation Baseball Summer Clinic.

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

1. Performance Baseball, LLC, is hereby awarded a one (1) year contract, from



2. Performance Baseball, LLC, will pay the Township of Hillsborough \$1,000.00 for June 23, 2016 to June 22, 2017, to operate a Recreation Baseball Summer Clinic in the Township of Hillsborough.

Mayor DelCore stated that through the sealed bid process, "Performance Baseball, LLC" has been awarded the one year contract for a Recreation Baseball Camp. This is the seventh year that this camp is being provided to the youth of Hillsborough to improve their baseball skills such as hitting, fielding, pitching and the overall mechanics of the game.

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

**8. Resolution authorizing the hiring of summer employees Matthew Domitrowski, Michael Holodinski and Anthony D'urso for the Department of Public Works with a start date on or about June 15, 2016, funded through the Clean Communities Grant.**

**WHEREAS**, there is a need for temporary summer employment in the Parks Department in the Township of Hillsborough; and

**WHEREAS**, the Township of Hillsborough has received \$106,817.64 from the Clean Communities Grant Fund, said monies to be used to cover the cost of the summer help in the Department of Public Works and Parks Department; and

**WHEREAS**, the Director of Parks has determined that the following applicants are the most qualified candidates and has recommended their appointment as summer employees in the Parks Department, with a start date on or about June 15, 2016, for a period of up to sixteen weeks, 40 hours per week:

1. Matthew Domitrowski at a salary of \$14.00 per hour
2. Michael Holodinski at a salary of \$12.00 per hour
3. Anthony D'urso at a salary of \$12.00 per hour

**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 Director of Parks hereby be accepted and approved.

Mayor DelCore stated that the Clean Communities Grant provides funding for temporary summer help in the Parks Department and the Department of Public Works. This particular resolution authorizes the hiring of the above mentioned summer employees.

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

**9. Resolution authorizing the hiring of Duane Cowley, as a Plumbing Inspector, in the Township Building Department, effective July 1, 2016, at a salary of \$62,000.00.**

**WHEREAS**, there exists a need for a full time Plumbing Inspector in the Township of Hillsborough Building Department; and

**WHEREAS**, the Construction Official recommends the hiring of Duane Cowley, as a full time Plumbing Inspector effective July 1, 2016 at an annual salary of \$62,000.00.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Construction Official is authorized to hire Duane Cowley as a full time Plumbing Inspector effective July 1, 2016 at an annual salary of \$62,000.00.

Mayor DelCore stated there exists a vacancy in the Building Department. Mr. Cowley has been interviewed and recommended by the Construction Official. This authorization fills that vacancy. Mayor DelCore welcomed Mr. Cowley.

Township Administrator Ferrera interviewed Mr. Cowley with Mr. Fielder and is very happy to bring him on board. With his extensive business experience which continues to bring exceptional customer service to our community.

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

**10. Resolution authorizing the hiring of summer employees Jouri Kinigopoulo, Steven Molarz and Bradley Gluch for the Department of Public Works with a start date on or about June 15, 2016, funded through the Clean Communities Grant.**

**WHEREAS**, there is a need for temporary summer employment in the Department of Public Works in the Township of Hillsborough; and

**WHEREAS**, the Township of Hillsborough has received \$106,817.64 from the Clean Communities Grant Fund, said monies to be used to cover the cost of the summer help in the Department of Public Works and Parks Department; and

**WHEREAS**, the Director of Public Works has determined that the following applicants are the most qualified candidates and has recommended their appointment as summer employees in the Department of Public Works, with a start date on or about June 15, 2016, for a period of up to sixteen weeks, 40 hours per week:

1. Jouri Kinigopoulo at a salary of \$14.50 per hour
2. Steven Molarz at a salary of \$10.00 per hour
3. Bradley Gluch at a salary of \$10.00 per hour

**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 Director of Public Works hereby be accepted and approved.

Mayor DelCore stated that as previously noted, the Clean Communities Grant Provides funding for temporary summer help in the Parks Department and the Department of Public Works. This particular resolution authorizes the hiring of the above mentioned summer employees.

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

**11. Resolution authorizing Maser Consulting, P.A., to provide professional services associated with the update of the Geographic Information Systems (GIS) Parcel Updates for the Township of Hillsborough, in an amount not to exceed \$3,650.00, pursuant to Maser's proposal dated June 3, 2016.**

**WHEREAS**, on January 5, 2016, 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**, there is now the necessity for professional engineering services; namely, to perform professional services associated with the update of the Geographic Information Systems (GIS) Parcel Updates for the Township of Hillsborough, in an amount not to exceed \$3,650.00, as described in a proposal from Maser Consulting, P.A., dated June 3, 2016.

**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., is authorized to perform professional services outlined in its proposal, dated June 3, 2016, in an amount not to exceed \$3,650.00, for the Geographic Information Systems (GIS) Parcel Updates for the Township of Hillsborough.

**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
2. This Amended Contract is awarded, as a result of the Fair and Open Selection the Professional Services Contract with Maser Consulting, P.A., for these services in an amount not to exceed \$3,650.00.

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.

Mayor DelCore stated the Maser Consulting provides updates to the Township's GIS mapping. This agreement continues that service.

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

**12. Resolution authorizing the hiring of David Fabiano, as a part-time Building Inspector, in the Township Building Department, effective June 15, 2016.**

**WHEREAS**, there exists a need for a part-time Building Inspector in the Township of Hillsborough Building Department; and

**WHEREAS**, the Construction Official recommends the hiring of David Fabiano, as a part-time Building Inspector effective June 15, 2016 at a rate of \$30.00 per hour, not to exceed 29 hours per week.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Construction Official is authorized to hire David Fabiano, as a part-time Plumbing Inspector effective April 27, 2016 at a rate of \$30.00 per hour, not to exceed 29 hours per week.

Mayor DelCore stated that there existed a vacancy in the Building Department. Mr. Fabiano has been interviewed and recommended by the Construction Official. This authorization fills that vacancy. Mayor DelCore welcomed Mr. Fabiano.

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

**CONSENT AGENDA**

**1. Resolution authorizing Catheryn J. Faerber to enroll in "Government and the Individual" course towards her Associates Degree in Administrative Arts to be eligible for tuition reimbursement of said course once it has been successfully completed.**

**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 Section 7.3d of the Hillsborough Township Employee Handbook; and

**WHEREAS**, Cathryn J. Faerber is requesting authorization to take "Government and the Individual" course towards her Associates Degree in Administrative Arts; and

**WHEREAS**, Ms. Faerber has requested consideration under the Township's Educational Assistance provision upon successful completion of the aforementioned course; and

**WHEREAS**, the Chief of Police has requested favorable consideration of Ms Faerber's request for financial reimbursement of seventy percent (70%) of the cost of the course upon successful completion of the class.

**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.

**2. Resolution granting permanent employee status to Michael Laboy and Christopher Michaels, Hillsborough Township Police Officers, effective June 4, 2016.**

**WHEREAS**, Michael Laboy and Christopher Michaels were hired as Police Officers in the Hillsborough Township Police Department on June 4, 2015; and

**WHEREAS**, the Chief of Police certifies that Officer Laboy and Officer Michaels have performed their 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 Laboy and Officer Michaels, effective June 4, 2016.

**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.

**3. Resolution supporting Senate Bill S-2254 and Assembly Bill A-3821 which affirms the Legislative intent of the Fair Housing Act.**

**WHEREAS**, the Township of Hillsborough supports the provision of affordable housing in a reasonable, rational and achievable way, consistent with economic realities and sound planning; and

**WHEREAS**, pursuant to the March 2015 New Jersey Supreme Court order which transferred oversight of the Fair Housing Act (FHA) to the courts, hundreds of municipalities, including the Township of Hillsborough filed declaratory judgment actions to voluntarily comply with their State imposed affordable housing requirements; and

**WHEREAS**, recently the Ocean County Superior Court included a distinct "gap period" analysis retroactively over an additional 16 year period, separate and apart from the normal 10 year present and prospective need; and

**WHEREAS**, the Fair Housing Act (FHA) and existing case law, requires that “present and prospective fair share of the housing need in a given region ... shall be computed for a 10-year period.” [N.J.S.A. 52:27D-307(c)]; and

**WHEREAS**, the “gap issue” arises out of COAH’s inability to promulgate third round regulations from 1999 to the present or make any final determination as to state and regional housing need, as well as constant litigation by certain groups; and

**WHEREAS**, any retroactive “gap” obligations could have significant and unfunded impacts on municipalities, may double count households under both present and prospective need and will likely result in forcing municipalities and their property taxpayers to subsidize development; and

**WHEREAS**, Senate Bill S-2254 sponsored by Senators Greenstein and Bateman and Assembly Bill A-3821, sponsored by Assemblymen DeAngelo and Benson, re-affirm the legislative intent of the Fair Housing Act so as to preclude significant, unfair impacts and instead progress toward a more rational statewide housing policy, including reasonable and achievable obligations for municipalities, facilitate municipal compliance and the provision of affordable housing.

**NOW, THEREFORE, BE IT RESOLVED**, on this 14 th day of June, 2016 by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that:

1. Hillsborough Township strongly urges New Jersey Legislators to reaffirm the legislative intent of the Fair Housing Act (FHA) immediately and clarify that affordable housing need is the sum of present and prospective need for a ten year period.
2. Hillsborough Township supports Senate Bill S-2254 and Assembly Bill A-3821. Consent #3
3. Copies of this resolution be distributed to the Governor and Lieutenant Governor, the President of the New Jersey Senate, the Speaker of the New Jersey General Assembly, the Legislative Sponsors, Senator Christopher Bateman, Assemblymen Jack M. Ciattarelli and Andrew Zwicker, Senator Jeff Van Drew, Senator Ronald Rice, Assemblyman Jerry Green and Assemblywoman Mila Jasey and the New Jersey League of Municipalities.
4. **Resolution request from Gateway at Sunnymead Phase 5 for release of Cash Escrow for Winter Certificates of Occupancy for Block 141.06, Lot 3, Lot 16, Lot 22, and Lot 24, in the total amount of \$6,000.00.**

**WHEREAS**, a request has been received from Gateway at Sunnymead Phase 5 for release of cash escrow for Winter Certificates of Occupancy, in the total amount of \$6,000.00; 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 \$6,000.00 cash escrow that was posted for Winter Certificates of Occupancy.

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

**5. Resolution authorizing the transfer of earned amounts of \$6,392.68 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 \$6,392.68 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 June 2, 2016, 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 \$6,392.68 is to be transferred from the Engineering Escrow Accounts into the Treasurer's Account.

<u>Client</u>	<u>Number</u>	<u>Transfer Amount</u>
CoParts 2012	586	-330.37
Country Classics – 4C	612	-757.43
Country Classics – 4D	626	-182.04
Gateway@Sunnymeade	472	-1,479.10
Gateway Phase 5	614	-1,696.93
Gateway Phase 6	620	-182.04
Hidden Brook Estates	603	-220.25
Hillsborough Estates	539	-335.65
Kiddie Academy	542	-91.02
MAAC Development	615	-546.12
Viatal Corp	631	-571.72
<b>Grand Total</b>		<b>\$-6,392.68</b>

**6. Resolution approving the request from CVS Pharmacy for release of Development Review Escrow in the amount of \$344.68.**

**WHEREAS**, a request has been received from CVS Pharmacy for the release of Development Review Escrow; and

**WHEREAS**, the Hillsborough Township Planning Director certifies that all work related to the review of the above has been completed; and

**WHEREAS**, the Hillsborough Township Planning Director recommends that the Township Committee take action to release the \$344.68 Development Review Escrow because the work has been completed.

**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 Hillsborough Township Planning Director be and hereby is accepted and approved.

**7. Resolution approving the request from Toll Brother for release of Development Review Escrow in the amount of \$462.82.**

**WHEREAS**, a request has been received from Toll Brothers for the release of Development Review Escrow; and

**WHEREAS**, the Hillsborough Township Planning Director certifies that all work related to the review of the above has been completed; and

**WHEREAS**, the Hillsborough Township Planning Director recommends that the Township Committee take action to release the \$462.82 Development Review Escrow because the work has been completed.

**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 Hillsborough Township Planning Director be and hereby is accepted and approved.

**8. Resolution approving the request from Stephen and Marlana Doherty for release of Development Review Escrow in the amount of \$369.85.**

**WHEREAS**, a request has been received from Stephen and Marlana Doherty for the release of Development Review Escrow; and

**WHEREAS**, the Hillsborough Township Planning Director certifies that all work related to the review of the above has been completed; and

**WHEREAS**, the Hillsborough Township Planning Director recommends that the Township Committee take action to release the \$396.85 Development Review Escrow because the work has been completed.

**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 Hillsborough Township Planning Director be and hereby is accepted and approved.



**9. Resolution approving the request from Hillsborough Lawn & Garden for release of Development Review Escrow in the amount of \$72.27.**

**WHEREAS**, a request has been received from Hillsborough Lawn & Garden for the release of Development Review Escrow; and

**WHEREAS**, the Hillsborough Township Planning Director certifies that all work related to the review of the above has been completed; and

**WHEREAS**, the Hillsborough Township Planning Director recommends that the Township Committee take action to release the \$72.27 Development Review Escrow because the work has been completed.

**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 Hillsborough Township Planning Director be and hereby is accepted and approved.

**10. Resolution approving the application for Catering permit for Felix Vindus for an event to be held on June 19, 2016.**

**WHEREAS**, an application for a Catering Permit has been filed by Felix Vindus for an event to be held on June 19, 2016; 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 Felix Vindus for an event to be held on June 19, 2016.

**11. Resolution approving a Carnival License application for Keith Brown for an event to be held by KBA Stables, LLC on June 19, 2016.**

**WHEREAS**, an application for a Carnival License has been filed by Keith Brown for an event, to be held June 19, 2016; 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 Keith Brown for an event, to be held June 19, 2016.

**12. Resolution approving request from David Kutz for release of Cash Escrow for Road Opening Permit 2015-09, Wallace Boulevard, in the total amount of \$150.00.**

**WHEREAS**, a request has been received from David Kutz for release of cash escrow for road opening permit 2015-09, in the total amount of \$150.00; 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 \$150.00 cash escrow that was posted for the completion of this 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.

**13. Resolution authorizing the Hillsborough Township Tax Collector to prepare and mail estimated tax bill, if deemed necessary by the Tax Collector, in accordance with P.L. 1994, c. 72.**

**WHEREAS**, The Hillsborough Township Finance Office may be unable to mail the Township's 2016 tax bills on a timely basis, if the Somerset County Tax Board cannot issue a certified tax rate at this time; and

**WHEREAS**, the Hillsborough Township Chief Finance Officer/Tax Collector has computed an estimated tax levy in accordance with N.J.S.A. 54:4-66.3, and she has signed a certification showing the tax levies for the previous year, the tax rates and the range of permitted estimated tax levies; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, in the County of Somerset and State of New Jersey on this 14th day of June, 2016, as follows:

1. The Hillsborough Township Tax Collector is hereby authorized and directed to prepare and issue estimated tax bills, if deemed necessary by the Tax Collector, for the Township for the third installment of 2016 taxes. The Tax Collector shall proceed upon approval, if required, from the Director Division of Local Government Services, and take such actions as are permitted and required by P.L. 1994, c. 72 (N.J.S.A. 54:4-66.2 and 54.4-66.3).

2. The entire estimated tax levy for 2016 is hereby set at \$135,521,931.82.

3. In accordance with law the third installment of 2016 taxes shall not be subject to interest until the later of August 10 th or the twenty-fifth calendar day after the date the estimated tax bills were mailed. The estimated tax bills shall contain a notice specifying the date on which interest may begin to accrue.

**14. Resolution authorizing a public fireworks display at Auten Road School on June 25, 2016, with a rain date of June 26, 2016.**

**WHEREAS**, a public fireworks display will be held on June 25, 2016 at 8:45 p.m. with a rain date of June 26, 2016; and

**WHEREAS**, the location of the fireworks will be at Auten Road Intermediate School located at 281 Auten Road; and

**WHEREAS**, a contract has been entered into with Interstate Fireworks, Inc. to operate the display.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that subject to the confirmation by the Fire Official that the agreements with the Fire Department and First Aid Squad are in place for making vehicles available during the Fireworks Display, that approval is hereby given for the Fireworks Display at Auten Road School on June 25, 2016, with a rain date of June 26, 2016.

**15. Resolution authorizing the transfer of Ernesto Gonzalez from the Department of Public Works as a Public Works Worker IV to the Department of Parks, as a Public Works Worker IV.**

**WHEREAS**, there exists a vacancy in the position of Public Works Worker IV in the Hillsborough Township Department of Parks; and

**WHEREAS**, Ernesto Gonzalez, who currently works as a Public Works Worker IV in the Department of Public Works, expressed interest, has been interviewed and is the most qualified candidate; and

**WHEREAS**, the Director of Parks, Recreation and Social Services recommends that the Township Committee take action to transfer Mr. Gonzalez to the Public Works Worker IV position in the Department of Parks with no change in salary, effective June 15, 2016.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendation of the Director of Parks, Recreation and Social Services is hereby accepted and approved.

Mayor DelCore stated there are 2 Police Officers, Michael Laboy and Christopher Michaels, who have been granted permanent employee status after completing their probationary period. Mayor DelCore added it becomes effective June 4, 2016.

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

### **CLAIMS LISTS**

Mayor DelCore asked to approve Claims Lists 2016-11.

Upon motion Committeeman Burchette, seconded by Committeewoman McCauley, Claims List 2016-11 was unanimously approved upon call of the roll.

### **EXECUTIVE SESSION RESOLUTION**

- *None*

**ADJOURNMENT**

Upon motion by Committeewoman McCauley, seconded by Committeeman Burchette, the meeting duly adjourned at 8:30 pm. Said motion was carried unanimously upon voice vote.

Attested:



Pamela Borek  
Township Clerk