

Minutes of the Re-Organization Meeting of the Township Committee of the Township of Hillsborough, in the County of Somerset, State of New Jersey, held in the Municipal Complex at 7:00 p.m. on the above date.

Upon call of the roll, the following Committee members were recorded present: Committeeman Suraci, Committeewoman McCauley, Committeeman Greg Burchette and Committeeman Douglas Tomson. Also, in attendance were Township Attorney William Willard, Township Administrator Anthony Ferrera and Township Clerk Pamela Borek.

Township Clerk Pamela Borek asked all to rise for the Presentation of the Colors, Pledge of Allegiance and the Invocation.

PRESENTATION OF COLORS / SALUTE TO THE FLAG

Ms. Borek asked everyone to please rise as Cub Scouts Donovan Miller, Nick Henderson, Christian Bojczak, Adrian Carley, James Grohe, Drew Macias and Thomas Walega from Pack 1776 presented the colors, escorted by Chief Darren Powell of the Hillsborough Police Department. They led the salute to the flag.

INVOCATION

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

Ms. Borek then read the following Notice of Meeting: in accordance with Section 5 of the Open Public Meetings Act, Chapter 231, Public Laws of 1975, that notice of this meeting was made by the posting on the bulletin board at the Hillsborough Township Municipal Complex and notifying the officially designated newspapers that this meeting would take place at the Hillsborough Township Municipal Complex at 7:00 p.m. on January 3, 2017.

Ms. Borek acknowledged some of the honored guests in the room: John Mallone representing Congressman Lance's office, Assemblyman Jack Ciattarelli, Joanne Szela representing Assemblyman Zwicker's office, Freeholder Mark Caliguire, Mayor Steven Sireci, Mayor Tony Gwiazdowski, Mayor Bob Wagner, Deputy Mayor Helen Haines, Committeeman Paul Drake, Mayor and Township Administrator Anthony Ferrera, County Clerk and former Hillsborough Mayor Brett A. Radi, and Surrogate Frank Bruno.

Ms. Borek read the Certification of Election Results; Somerset County Clerk Brett Radi has certified the results of the November 8, 2016 Election, electing Frank DelCore as a Township Committee member of the Hillsborough Township Committee for a three-year term beginning January 1, 2017 and ending December 31, 2019.

OATHS OF OFFICE TO ELECTED COMMITTEE MEMBERS

Ms. Borek announced that Assemblyman Jack Ciattarelli would issue the Oath of Office to re-elected Committeeman Frank DelCore.

Honorable Jack Ciattarelli, Assemblyman, administered the oath to Committeeman DelCore, who was joined by his wife and two daughters.

Roll call was taken again with all elected Committee members present.

ELECTION OF 2017 Mayor

Ms. Borek opened the floor for nominations for the 2017 Mayor of Hillsborough Township. A motion was made by Committeeman DelCore and seconded by Committeewoman Gloria McCauley to elect Carl Suraci as the 2017 Mayor of the Township of Hillsborough.

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

Roll call vote was taken again with all elected committee members present.

Committeeman Suraci was unanimously elected the 2017 Mayor of the Township of Hillsborough.

Honorable Jack Ciattarelli, Assemblyman, issued the Oath of Office to Mayor Suraci who was accompanied by his two daughters.

ELECTION OF 2017 Deputy Mayor

Mayor Suraci opened the floor for nominations for the 2017 Deputy Mayor of the Township of Hillsborough. A motion was made by Committeeman DelCore and was seconded by Mayor Suraci to elect Committeewoman Gloria McCauley as the 2017 Deputy Mayor of the Township of Hillsborough.

Roll call vote was taken again with all elected committee members present.

There being no other nominations, Mayor Suraci closed the floor to nominations.

Committeewoman Gloria McCauley was unanimously elected the 2017 Deputy Mayor of the Township of Hillsborough.

Honorable Jack Ciattarelli, Assemblyman, issued the Oath of Office to Deputy Mayor McCauley.

Deputy Mayor McCauley was joined by Scott Cartmell for the oath.

Mayor Suraci stated that at this time he would like to continue the tradition of recognizing the outgoing Mayor by presenting Committeeman DelCore with a gavel set.

COMMENTS BY THE Mayor

Mayor Suraci began by wishing a good evening and Happy New year to everyone in attendance.

Mayor Suraci thanked his colleagues on the Township Committee for electing him to serve as Mayor for 2017. Mayor Suraci congratulated Deputy Mayor McCauley on being selected as Deputy Mayor and congratulated Committeeman DelCore on his victorious re-election this past fall.

Mayor Suraci thanked his my family for their continued support that allows him this opportunity to serve his community. Mayor Suraci thanked the Republican Organization for their continued support of the members here on the dais. Mayor Suraci also thanked United Rent-all, specifically Mike and Marie Avolio for supplying the refreshments for this evening.

Mayor Suraci thanked all of the State and County officials who came out tonight. Mayor Suraci thanked Rev. Wolf for his invocation as well as Cub Scout Pack 1776 along with Chief Powell for presenting the colors and leading us in the Pledge of Allegiance.

Mayor Suraci also acknowledged the collective work of all the Municipal employees in providing exceptional customer service for the residents of Hillsborough which has helped the Hillsborough continue to receive so much recognition over the years, most notable being named to Money Magazine's Best Places to Live in America multiple times.

Mayor Suraci finally thanked the dedicated volunteers who give of their time and talents for the benefit of the Township.

Mayor Suraci stated that over the last several years, the Township Committee maintain a watchful eye on the fiscal operations of the Township, maintaining a budget within the 2% cap for 6 consecutive years since the cap was instituted and never taking advantage of the loop holes to exceed the cap. Mayor Suraci added that fiscal prudence will remain a top priority of this Township Committee.

Mayor Suraci said that with fiscal responsibility we expanded the shared municipal court of Hillsborough and Montgomery to include Manville and as such the shared municipal courts was ranked 1st, 2nd and 4th out of 62 municipal courts within the vicinage.

Mayor Suraci added that we will continue to monitor the affordable housing requirements mandated by the State and will continue to keep our residents apprised of any new information.

Mayor Suraci said that we are looking forward to officially opening the Mountainview Park along with the Somerset County Freeholders.

Mayor Suraci added that we continue to add and enhance our program offering to our Senior Community and our Veterans remain a focal point of our appreciation with the Annual Salute to Veterans Breakfast, the Annual Purple Heart Ceremony and the Veterans Day evening ceremony.

Mayor Suraci noted that the Township has received multiple safety recognition awards in 2016, and as a result our Police Department was voted One of the Best Police Departments by the Courier News Readers Choice.

Mayor Suraci noted some other recognition highlights of 2016 including Platinum status in the New Jersey Smart Workplace Program, Silver Status with Sustainable Jersey's® Highest Certification Level for the second year in a row, and only 25 Towns in 2016 achieved Silver status. Mayor Suraci added that Hillsborough's

Parks and Recreation was also honored with a 2016 Playful City USA designation for the first time, one of 257 communities nationwide to earn this recognition.

Mayor Suraci said that maintaining and repairing the infrastructure of our parks and roads will continue to be a priority in 2017.

Mayor Suraci added that communication will also be key as we move to 2017 and we will continue to expand the various methods in which communicate with our residents. Mayor Suraci said that the Friday e-newsletter is a great place to find out what is happening here at the Township. Mayor Suraci added that Township Committee meetings, Planning Board meetings and episodes of Hillsborough the Good Life can be found on our very own You-Tube Channel. Mayor Suraci said that we also utilize Twitter for brief updates and emergency messaging through Swift Reach.

Mayor Suraci thanked everyone for working together to continue to make Hillsborough one of the best places to live.

COMMENTS BY THE Deputy Mayor

Deputy Mayor McCauley said she is looking forward to 2017 and continuing award level status in Hillsborough Township. Deputy Mayor McCauley thanked everyone who came out to support the re-organization. Deputy Mayor McCauley especially thanked Assemblyman Ciattarelli for swearing her in this evening.

Deputy Mayor McCauley congratulated Mayor Suraci on being selected as Mayor this year. Deputy Mayor McCauley also thanked the Township Committee for selecting her as Deputy Mayor.

Deputy Mayor McCauley congratulated outgoing Mayor DelCore on his re-election and said that she looks forward to working with him again.

Deputy Mayor McCauley thanked Township Clerk Pam Borek, Administrator Anthony Ferrera, the Administration staff and all of the Hillsborough Township employees for making it easy to get things done.

Deputy Mayor McCauley finally thanked her friends and Scott for supporting her and Deputy Mayor McCauley is looking forward to 2017.

COMMENTS BY THE COMMITTEE

Committeeman Burchette

Committeeman Burchette thanked everyone for coming out tonight.

Committeeman DelCore

Committeeman DelCore congratulated Mayor Suraci and Deputy Mayor McCauley and said that he his looking forward to working together this year.

Committeeman DelCore thanked the voters for allowing him to come back. Committeeman DelCore also thanked his colleagues for all the great work they have done as a team.

Committeeman DelCore thanked his wife, Renee and his daughters for their support. Committeeman DelCore also thanked Assemblyman Ciattarelli for swearing him in.

Committeeman DelCore thanked the Hillsborough Township staff lead by Administrator Ferrera and Township Clerk Pam Borek for all their help on a daily basis.

Committeeman DelCore finally thanked the residents for the privilege of serving and said that he is looking forward to 2017.

Committeeman Tomson

Committeeman Tomson congratulated Committeeman DelCore on his re-election. Committeeman Tomson also thanked Assemblyman Ciattarelli for swearing everybody in. Committeeman Tomson said that he looks forward to working with everyone in 2017.

CONSIDERATIONS

1. RESOLUTION ADOPTING THE RULES OF ORDER FOR 2017

BE IT RESOLVED that the Rules of Order as hereinafter set forth be adopted by the Township Committee of the Township of Hillsborough to govern proceedings of the Township Committee for the year 2017.

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

SECOND: The Order of Business shall be:

1. Call of the Roll – Salute to the Flag – Announcement of Notice of Meetings
2. Approval of Minutes
3. Reports from Committee Liaisons, and Receipt of Reports, Petitions or Communications
4. Proclamations/Presentations/Appointments
5. New Business
6. Public Comment on New Business and Matters Not on the Agenda
7. Public Hearings
8. Introduction of New Ordinances
9. Considerations
10. Consent Items
11. Approval of Claims List
12. Adjournment

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

Mayor Suraci also stated that the extensive opportunity for public comment was instituted by the Township Committee here in Hillsborough in 2003 and we remain committed to public involvement in Township decision making.

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

2. RESOLUTION AUTHORIZING THE 2017 COMMUNITY DEVELOPMENT COMMITTEE APPOINTMENTS

WHEREAS, in compliance with the directive from the Community Development Office in Somerset County it is necessary to make appointments to the Community Development Committee for 2017; and

WHEREAS, it has been recommended to the Township Committee that Assistant Township Engineer Thomas Belanger and Township Clerk Pamela Borek be appointed as members to the 2017 Community Development Committee, and that Township Administrator Anthony Ferrera and Health Officer Glen Belnay be appointed as the Alternate Members.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that Assistant Township Engineer Thomas Belanger and Township Clerk Pamela Borek be and hereby are appointed as members to the 2017 Community Development Committee, and that Township Administrator Anthony Ferrera and Health Officer Glen Belnay be appointed as the Alternate Members.

Mayor Suraci stated that this resolution authorizes the appointment of Assistant Township Engineer Thomas Belanger and Township Clerk Pamela Borek as members to the 2017 Community Development Committee in addition Administrator Anthony Ferrera and Health Officer Dr. Glen Belnay are appointed as alternates.

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

3. RESOLUTION AUTHORIZING APPOINTMENTS OF TOWNSHIP OFFICERS AND OFFICIALS

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

Title/Name

Term Expiration

Certifying Agent

Nancy Costa 12/31/17

PERS & PFRS

Nancy Costa 12/31/17

Certifying Official

Pamela Borek 12/31/17

To serve on the absence of Certifying Official

Anthony Ferrera 12/31/17

Treasurer

Nancy Costa 12/31/17

Dog Tabulator

Glen Belnay 12/31/17

Animal Control Services (New title as of 2017)

St. Hubert's Giralda 12/31/17

Fund Commissioners Central Jersey Joint Insurance Fund

Nancy Costa 12/31/17

April Crossen 12/31/17

Municipal Improvement Search Official

Nancy Costa 12/31/17

Municipal Improvement Tax Search Official

Nancy Costa 12/31/17

Title/Name

Term Expiration

Paymaster and Social Security Administrator

Nancy Costa 12/31/17

Police Department Chaplains

Father Sean Broderick, Mary Mother of God Church 12/31/17

Rabbi Arnold Gluck, Temple Beth-El 12/31/17

Pastor Steve Eckert, South Branch Reformed Church 12/31/17

Rev. Timothy J. Wolf, New Horizon Christian Fellowship 12/31/17

Reverend Robert Faubel 12/31/17

Police Department Matrons

Karen Messineo	12/31/17
Nicole Degutis	12/31/17
Christine Struzienski	12/31/17
Toni Gushue	12/31/17

Public Agency Compliance Officer

Pamela Borek	12/31/17
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School Crossing Guards

Angela Pariso (Substitute)	12/31/17
Irene McHugh	12/31/17
William Boylan	12/31/17

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

4. RESOLUTION AUTHORIZING APPOINTMENT OF MUNICIPAL COURT OFFICIALS

BE IT RESOLVED by the Township Committee of the Township of Hillsborough that the following appointments shall be made for their respective terms, effective January 1, 2017, as listed:

<u>Title/Name</u>	<u>Salary</u>	<u>Term Expiration</u>
Municipal Court Judge		
John Richardson	\$70,000	12/31/17 (3-year term beginning 01/01/15)
Municipal Court Administrator		
Susan Keeth	\$79,358	N/A
Primary Prosecutor		
Frank Blandino	\$63,000	12/31/17
DWI Special Prosecutor		
William Fox	\$45,000	12/31/17
Public Defender		
Francesco Taddeo	\$20,000	12/31/17

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

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

5. RESOLUTION AUTHORIZING THE APPOINTMENT OF VARIOUS PROFESSIONAL SERVICE AND OTHER SERVICE PROVIDERS AND THE EXECUTION OF PROFESSIONAL SERVICES CONTRACTS AND OTHER CONTRACTS, IN ACCORDANCE WITH THE FAIR AND OPEN SELECTION PROCESS (N.J.S.A. 19:44A-20.4-5 ET. SEQ.), FOR THE YEAR 2017

WHEREAS, there exists a need for a Township Attorney for the year 2017; and

WHEREAS, based upon the recommendation of the Evaluation Committee consisting of the Township Committee's Mayor, Finance Committee Chair, Township Administrator, Township Clerk and Chief Financial Officer, and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint William Willard of the firm DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, PC. 15 Mountain Boulevard, Warren, NJ as Township Attorney for the year 2017; and

WHEREAS, the contract for "Professional Services" to DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. will be in an amount not to exceed \$50,000.00 for the year 2017; and

WHEREAS, there exists a need for an Open Space Attorney for the year 2017; and

WHEREAS, based upon the recommendation of the Evaluation Committee, and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint Eric M. Bernstein of the firm Eric M. Bernstein and Associates, LLC, 34 Mountain Boulevard, Building A, Warren, NJ as Open Space Attorney for the year 2017; and

WHEREAS, the contract for "Professional Services" to Eric M. Bernstein and Associates, LLC, will be in an amount not to exceed \$5,000.00 for the year 2017; and

WHEREAS, there exists a need for a Labor Attorney for the year 2017; and

WHEREAS, based upon the recommendation of the Evaluation Committee, and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint Eric M. Bernstein of the firm Eric M. Bernstein and Associates, LLC, 34 Mountain Boulevard, Building A, Warren, NJ as Labor Attorney for the year 2017; and

WHEREAS, the contract for "Professional Services" to Eric M. Bernstein and Associates, LLC will be in an amount not to exceed \$50,000.00 for the year 2017; and

WHEREAS, there exists a need for Consulting Township Engineer & Planning Consulting Services, for the year 2017, to perform services pertaining, but not limited, to engineering design, road construction, Municipal Land Use Law, planning and landscaping engineering, environmental studies assessments, GIS, materials testing, surveying, traffic studies, drainage, railroad quiet zone regulations and sewer infrastructure; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint William White, P.E., Maser Consulting,

P.A., 331 Newman Springs Road, Suite 203, Red Bank, NJ as Consulting Township Engineer for the year 2017; and

WHEREAS, the contract for “Professional Services” to Maser Consulting, P.A. will be in an amount not to exceed \$50,000.00 for the year 2017; and

WHEREAS, there exists a need for Engineering Inspection Services for the year 2017; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to award a contract to William White, P.E., Maser Consulting, P.A., 331 Newman Springs Road, Suite 203, Red Bank, NJ for Engineering Inspection Services for the year 2017 in an amount not to exceed \$2,000.00; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to award a contract to Omsum, 15 Corporate Place South, Piscataway, NJ as Alternate for Engineering Inspection Services for the year 2017 in an amount not to exceed \$1,000.00 and to Advanced Infrastructure Design, 1 Crossroads Drive, Hamilton, NJ as Alternate for Engineering Inspection Services for the year 2017 in an amount not to exceed \$1,000.00; and

WHEREAS, there exists a need for a Risk Management Consultant - JIF and Employee Benefits Management for the year 2017; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to award the contract for “Professional Services”, Risk Management Consultant – JIF and Employee Benefits Management, to Conner Strong & Buckalew, 40 Lake Center Executive Park, Marlton, NJ, in an amount not to exceed \$39,741.39 for the year 2017, pursuant to the proposal dated December 14, 2016, and as required in the bylaws of the Central Jersey Joint Insurance Fund for the Fund year January 1, 2017 – December 31, 2017, and pursuant to P.L. 1993 Chapter 269 (N.J.S.A. 40A:10-36); and

WHEREAS, there exists a need for a Special Counsel on Affordable Housing Matters for the year 2017; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint and authorize a contract for “Professional Services” with Eric M. Bernstein of the firm Eric M. Bernstein and Associates, LLC, 34 Mountain Boulevard, Building A, Warren, NJ as Special Counsel on Affordable Housing matters, in an amount not to exceed \$5,000.00 pursuant to the proposal dated December 13, 2016; and

WHEREAS, there exists a need for a Municipal Auditor for the year 2017; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to award the contract for “Professional Services” for a Municipal Auditor to Suplee, Clooney & Company, 308 E. Broad Street, Westfield, NJ, in an amount not to exceed \$72,000.00 for the year 2017 audit and an amount not to exceed \$15,000.00 for financial reporting services, pursuant to the proposal dated December 13, 2016; and

WHEREAS, there exists a need for Bond Counsel for the year 2017; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint and authorize a contract for “Professional Services” for Bond Counsel with Gluck Walrath LLP, 428 River View Plaza, Trenton, NJ, for the year 2017, in an amount not to exceed \$5,000.00 pursuant to the proposal dated December 12, 2016; and

WHEREAS, there exists a need for a Financial Advisor for the year 2017; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to award the contract for “Professional Services” for Financial Advisor, to NW Financial Group LLC, 2 Hudson Place, 3rd Floor, Hoboken, NJ for the year 2017, in an amount not to exceed \$5,000.00 pursuant to their proposal dated December 14, 2016; and

WHEREAS, there exists a need for an Architect of Record for the year 2017; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to award a contract for “Professional Services” for Architect of Record to Cornerstone Architectural Group, LLC, 202 Hamilton Boulevard, South Plainfield, New Jersey, in an amount not to exceed \$2,500.00 pursuant to their proposal dated December 14, 2016 for the year 2017; and

WHEREAS, funds will be available in the 2017 Municipal Budget and have been certified as such by the Chief Finance Officer and said certifications have been attached to this resolution; and

WHEREAS, there exists a need for an Affordable Housing Planning Consultant for the year 2017; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint and authorize a contract for “Professional Services” with Jennifer Beahm of CME Associates, 1460 Route 9, South, Howell, New Jersey 07731, as a Professional Planning Consultant for an Affordable Housing plan, in an amount not to exceed \$20,000.00, pursuant to the proposal dated December 16, 2016; and

WHEREAS, there exists a need for an Affordable Housing Administrative Agent for the year 2017; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint and authorize a contract for “Professional Services” with Jennifer Beahm of CME Associates, 1460 Route 9, South, Howell, New Jersey 07731, as an Affordable Housing Administrative Agent, in an amount not to exceed \$20,000.00, pursuant to the proposal dated December 16, 2016; and

WHEREAS, there exists a need for an Affordable Housing Administrative Agent for Rehabilitation Programs for the year 2017; and

WHEREAS, based upon the recommendation of the Evaluation Committee and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint and authorize a contract for “Professional Services” with Jennifer Beahm of CME Associates, 1460 Route 9, South, Howell, New Jersey 07731, as

Affordable Housing Administrative Agent for Rehabilitation Programs, in an amount not to exceed \$5,000.00, pursuant to the proposal dated December 16, 2016; and

WHEREAS, funds will be available in the Affordable Housing Trust Fund and have been certified as such by the Chief Finance Officer and said certification has been attached to this resolution; and

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

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

1. The Mayor and Township Clerk are hereby authorized to execute Professional Services Contracts and other service contracts as noted, with the aforementioned individuals in the “not to exceed” amounts indicated for the year 2017.
2. The Professional Service contracts are awarded, without competitive bidding, through the Fair and Open Selection Process as “Professional Services” in accordance with N.J.S.A. 40A:11-5(1)a of the Local Public Contracts Law and the New Jersey Local Unit Pay to Play Law (N.J.S.A. 19:44A-20.4-5 et. seq.) because these services will be performed by persons authorized by law to practice a recognized profession, whose practice is regulated by law, the performance of which service requires knowledge of an advance type in a field of learning acquired by a prolonged formal course of specialized instructions as distinguished from general academic instruction or apprenticeship and training.
3. The Mayor and Township Clerk are hereby authorized to execute the Township’s standard form of agreement for “Professional Services” and any modifications thereto and related constituent documents as may be found acceptable by the Township Committee.
4. A notice of the Professional Service appointments/contract awards shall be printed once in the official Township newspaper.

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

6. Mayoral APPOINTMENTS

Capital Planning Committee

Seat 1	(1-year term)	John Klepich	12/31/17
Seat 2	(1-year term)	Robert Peason	12/31/17
Seat 3	(1-year term)	Thomas Cellilli, Jr.	12/31/17
Seat 4	(1-year term)	Robert B. Heibell	12/31/17
Seat 5	(1-year term)	Nicholas Visco	12/31/17
Seat 6	(1-year term)	Steven Sireci, Jr.	12/31/17
Seat 7	(1-year term)	Shangar Nandra	12/31/17

Seat 8	(1-year term)	Peter Cipparulo, III	12/31/17
Seat 9	(1-year term)	Steve Monte	12/31/17
Seat 10	(1-year term)	Jody Morrison	12/31/17
Seat 11	(1-year term)	Frank Herbert	12/31/17

Environmental Commission

Seat 6	(3-year term)	Stephanie Forrest	12/31/19
Seat 7	(3-year term)	Sella Burchette	12/31/19
Alt. #1	(2-year term)	Thomas Almendinger	12/31/18
Alt. #2	(2-year term)	Chris Obropta, Ph.D, P.E.	12/31/18

Historic Preservation Commission

Seat 1	(4-year term)	Tim Coyle	12/31/20
Seat 5	(4-year unexpired term)	Vacant	12/31/19
Seat 7	(4-year term)	Greg Gillette	12/31/20
Alt. #2	(2-year term)	Vince Lipani	12/31/18

Planning Board

Seat 1, Class I	(1-year term)	Carl Suraci	12/31/17
Seat 2, Class II	(1-year term)	Robert Wagner	12/31/17
Seat 5, Class IV	(4-year unexpired term)	Stephanie Forrest	12/31/18
Seat 6, Class IV	(4-year term)	Neil Julian	12/31/20
Seat 7, Class IV	(4-year term)	Sally Becorena	12/31/20
Seat 9, Class IV	(4-year term)	Ken Hesthag	12/31/20
Alt. #1	(2-year term)	Vacant	12/31/18
Alt. #2	(2-year unexpired term)	Vacant	12/31/17

Recreation and Parks Commission

Seat 2	(5-year unexpired term)	Ron Skobo	12/31/19
Seat 7	(5-year term)	Karyl Rucci	12/31/21
Alt. #1	(1-year term)	Bill Bochinski	12/31/17
Alt. #2	(1-year term)	Pete Cipparulo	12/31/17

Sign Review Committee

Seat 1	(1-year term)	Anthony Ferrera	12/31/17
Seat 2	(1-year term)	Kevin Sweeney	12/31/17
Seat 3	(1-year term)	Matthew Gizzi	12/31/17
Seat 4	(1-year term)	Vacant	12/31/17
Alt. #1	(1-year term)	Vacant	12/31/17

Mayor Suraci thanked the volunteers for their service.

7. Mayoral APPOINTMENTS WITH CONSENT OF THE TOWNSHIP COMMITTEE

Agricultural Advisory Committee

Seat 1	(3-year unexpired term)	Shane Doyle	12/31/17
Alt. #1	(3-year term)	Greg Hawzen	12/31/19
Alt. #2	(3-year unexpired term)	Vacant	12/31/17

Board of Health

Seat 1	(4-year term)	Corinne Fender	12/31/20
Seat 2	(4-year term)	Margo Myer	12/31/20
Seat 3	(4-year unexpired term)	Vacant	12/31/17

Hillsborough-Millstone Municipal Alliance

Hillsborough Mayor or designee	(1-year term)	Carl Suraci	12/31/17
Millstone Mayor	(1-year term)	Raymond Heck	12/31/17
Chief of Police or designee	(1-year term)	Mark Szymanski	12/31/17
Hillsborough Admin. Staff Member	(1-year term)	Pamela Borek	12/31/17
Life Skills Committee	(1-year term)	Melinda Maggio	12/31/17
Superintendent of School or designee	(1-year term)	Lisa Antunes	12/31/17
Student Assistance Counselor	(1-year term)	Gil Pilarte	12/31/17
Student Assistance Counselor	(1-year term)	Anna Mahler	12/31/17
Treatment Professional	(1-year term)	Cara Goldstein	12/31/17
Board of Education	(1-year term)	Vacant	12/31/17
Senior Citizens Club "A"	(1-year term)	Diane Handwerk	12/31/17
Senior Citizens Club "B"	(1-year term)	Jim Weidenfeller	12/31/17
Community Organization Rep.	(1-year term)	Mike Arons	12/31/17
Student Assistance Counselor	(1-year term)	Rebecca Balaguer	12/31/17
Concerned Citizen	(1-year term)	Traci S. Waller	12/31/17
Concerned Citizen	(1-year term)	Liz Griffett	12/31/17
Concerned Citizen	(1-year term)	Karolyn Wehner	12/31/17
Parent	(1-year term)	Deanna Cannatelli	12/31/17
Parent	(1-year term)	Melanie Wasylak	12/31/17
Parent	(1-year term)	Jean Trujillo	12/31/17
Parent	(1-year term)	Mary Tyson	12/31/17

Hillsborough Youth Services Commission

Seat 1	(1-year term)	Diane DeGaris	12/31/17
Seat 2	(1-year term)	Fran Leddy	12/31/17
Seat 3	(1-year term)	Ernie Santorelli	12/31/17
Seat 4	(1-year term)	Lisa Visco	12/31/17

Seat 5	(1-year term)	Matt Gray	12/31/17
Seat 6	(1-year term)	Joanne Doyle	12/31/17
Seat 7	(1-year term)	Reverend Tim Wolf	12/31/17
Seat 8	(1-year term)	Mark Szymanski	12/31/17
Seat 9	(1-year term)	Sally Treonze	12/31/17
Seat 10	(1-year term)	Lauren Visco	12/31/17
Seat 11	(1-year term)	Jennifer Tuller	12/31/17
Seat 12	(1-year term)	Kristin DelCore	12/31/17
Seat 13	(1-year term)	Karan Mahesh	06/30/17

Committeeman DelCore thanked the volunteers.

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

8. TOWNSHIP COMMITTEE APPOINTMENTS

Board of Adjustment

Seat 1	(4-year term)	Frank Herbert	12/31/20
Seat 2	(4-year term)	John Stamler	12/31/20
Alt. #2	(2-year term)	Philomena Cellilli	12/31/18
Alt. #3	(2-year unexpired term)	John Torok	12/31/17
Alt. #4	(2-year term)	Paul Kaminsky	12/31/18

Credit Card Advisory Committee

Seat 1	(1-year term)	Linda Andersen	12/31/17
Seat 2	(1-year term)	Edward Bertin	12/31/17
Seat 3	(1-year term)	Pamela Borek	12/31/17
Seat 4	(1-year term)	Richard Candino	12/31/17
Seat 5	(1-year term)	Sara Tomson	12/31/17
Seat 6	(1-year term)	David Wald	12/31/17
Seat 7	(1-year term)	Don Simmons	12/31/17
Seat 8	(1-year term)	Marie Avolio	12/31/17
Seat 9	(1-year term)	Barbara Merdinger	12/31/17
Seat 10	(1-year term)	Cecilia Rotz	12/31/17
Seat 11	(1-year term)	Amy Suraci	12/31/17

Cultural and Arts Commission

Seat 4	(3-year term)	Vacant	12/31/19
Seat 10	(1-year term)	Lana Selman	12/31/17
Seat 11	(1-year term)	Michael Callahan	12/31/17
Seat 12	(1-year term)	Robert Wagner	12/31/17
Alt. #1	(1-year term)	Thomas Zobebe	12/31/17
Alt. #2	(1-year term)	Rebecca Peason	12/31/17

Economic & Business Development Commission

Seat 3	(4-year unexpired term)	Gregg Wilke	12/31/18
Seat 5	(4-year term)	David Kois	12/31/20
Seat 6	(4-year term)	Matthew Gizzi	12/31/20
Seat 7	(4-year term)	Sylvia Monto	12/31/20
Alt. #1	(1-year term)	Steve Radis	12/31/17
Alt. #2	(1-year term)	Pete Bloom	12/31/17

GSA Depot Joint Administrative Committee

Seat 1	(1-year term)	Gloria McCauley	12/31/17
Seat 2	(1-year term)	Frank DelCore	12/31/17
Seat 3	(1-year term)	Anthony Ferrera	12/31/17

Hillsborough Municipal Utilities Authority

Seat 1	(5-year term *effective 2/1/17)	Robert McCray*	02/01/21
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Open Space Advisory Committee

Seat 1	(3-year term)	Robert Wagner	12/31/19
Seat 5	(3-year unexpired term)	Vacant	12/31/17
Seat 9	(3-year term)	Karyl Rucci	12/31/19

Planning Board

Seat 3, Class III	(1-year term)	Frank DelCore	12/31/17
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Sourland Municipal Alliance

Seat 1	(1-year term)	Peg Van Patten	12/31/17
Alternate	(1-year term)	Greg Hawzen	12/31/17

Sustainable Hillsborough Steering Committee

Seat 1	(1-year term)	Rev. Harry Skeele	12/31/17
	(1-year term)	Chris Obropta, Ph.d, P.E.	12/31/17
Seat 2		Alok Goel	
Seat 3	(1-year term)	Adriana Bellotti	12/31/17
Seat 4	(1-year term)	Sam Conard	12/31/17
Seat 5	(1-year term)	Jeffrey Cowen	12/31/17
Seat 6	(1-year term)	Ann Harris	12/31/17
Seat 7	(1-year term)	Vacant	12/31/17
Alt. #1	(1-year term)	Vacant	12/31/17
Alt. #2	(1-year term)		12/31/17

Tree Mitigation Advisory

Committee	(4-year unexpired term)	Shawn Lipani	12/31/19
Seat 1			
Seat 4	(4-year term)	Robert Wagner, Jr.	12/31/20

Wastewater Management Planning Commission

Seat 1	(1-year term)	Scott Lynn, MUA	12/31/17
Seat 2	(1-year term)	John VanDorpe, Maser	12/31/17
Seat 3	(1-year term)	Gloria McCauley, Committeewoman	12/31/17
Seat 4	(1-year term)	Sam Conard, Planning Board	12/31/17 12/31/17
Seat 5	(1-year term)	David Maski	12/31/17
Seat 6	(1-year term)	Anthony Ferrera	12/31/17
Seat 7	(1-year term)	Sue Brasefield	12/31/17

Wildlife Management Commission

Seat 5	(3-year term)	Tony Margelis	12/31/19
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Willow Road Complex Review Committee

Seat 1			
Seat 2	(1-year term)	Robert Hollingshead	12/31/17
Seat 3	(1-year term)	Helen Haines	12/31/17
Seat 4	(1-year term)	Chris Porter	12/31/17
Seat 5	(1-year term)	Scott Ross	12/31/17
	(1-year term)	John Lanahan	12/31/17

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

9. TOWNSHIP COMMITTEE ASSIGNMENTS & LIAISON ASSIGNMENTS

1. Finance/Fiscal Operations/Taxes/Administration/Legal

Committeewoman McCauley
Committeeman DelCore

Tax Assessor	Tax Collector/Treasurer
Budget and Finance	Administration/Clerk/IT
Insurance	Legal – Litigation & Non-Litigation
Purchasing	

2. Public Safety/Courts

Committeeman DelCore
Committeeman Burchette

Police
Rescue Squad
Emergency Management

Municipal Court
Board of Ethics
Board of Fire Commissioners

3. Planning/Zoning/Public Works/Engineering/Construction

Committeeman Burchette
Committeeman Tomson

Planning
Zoning
Public Works/Building and Grounds

Engineering
Construction
Business Advocate

4. Health/Recreation/Parks/Public Welfare/Social Services

Committeeman Tomson
Committeewoman McCauley

Welfare/Social Services
Parks and Recreation
Board of Health

Dog Warden

5. Agricultural Advisory Commission Liaison

Committeeman Tomson

6. Board of Adjustment Liaison

Committeeman DelCore

7. Board of Education Liaison

Committeeman DelCore

8. Capital Planning Committee Liaison

Committeeman Burchette

9. Credit Card Advisory Committee Liaison

Committeeman Tomson

10. Cultural and Arts Commission Liaison

Committeeman Tomson

11. Economic & Business Development
Commission Liaison

Committeeman DelCore

12. Environmental Commission Liaison

Committeeman DelCore

13. Board of Ethics Liaisons

Committeeman Tomson
Deputy Mayor McCauley

- | | |
|--|--|
| 14. Board of Fire Commissioners | Committeeman DelCore
Committeeman Burchette |
| 15. Board of Health Liaisons | Deputy Mayor McCauley
Committeeman Tomson |
| 16. Hillsborough-Millstone Municipal Alliance Liaison | Deputy Mayor McCauley |
| 17. Hillsborough Municipal Utilities Authority Liaison | Committeeman Burchette |
| 18. Historic Preservation Commission Liaison | Committeeman DelCore |
| 19. Library Advisory Liaison | Committeeman Tomson |
| 20. Open Space Advisory Committee Liaison | Deputy Mayor McCauley |
| 21. Personnel Committee | Committeeman DelCore
Deputy Mayor McCauley |
| 22. Planning Board Liaison | Committeeman Burchette |
| 23. Recreation and Parks Commission Liaison | Committeeman Tomson
Deputy Mayor McCauley |
| 24. Sign Review Committee | Committeeman Burchette |
| 25. Sustainable Hillsborough Committee Liaison | Deputy Mayor McCauley |
| 26. Tree Mitigation Liaison | Deputy Mayor McCauley |
| 27. Veterans Liaison | Committeeman Burchette |
| 28. Wildlife Management Commission | Committeeman Tomson |
| 29. Willow Road Complex Review Committee | Committeeman Burchette |
| 30. Youth Services Commission Liaison | Committeeman DelCore |

Upon motion by Deputy Mayor McCauley, seconded by Committeeman DelCore, the aforesaid resolution was unanimously adopted upon call of the roll. Committeeman Burchette abstained.

10. RESOLUTION ADOPTING THE 2017 TEMPORARY BUDGET

WHEREAS, In accordance with N.J.S.A. 40A: 4-19 there is a need to adopt a 2017 Temporary Budget for contracts, commitments or payments prior to the adoption of the 2017 Budget, and;

WHEREAS, the amount of said temporary budget shall not exceed **\$7,100,098.86**.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough that the attached 2016 Temporary Budget is adopted in the amount of **\$6,697,500.00** and that a certified copy of this resolution be given to the Chief Finance Officer for her records:

Administrator	
Salaries and Wages:	50,000.00
Other Expenses:	1,000.00
Governing Body	
Salaries and Wages:	5,000.00
Other Expenses:	5,000.00
Township Clerk's Office	
Salaries and Wages:	50,000.00
Other Expenses:	6,000.00
Information Technology	
Salaries and Wages:	30,000.00
Other Expenses:	7,000.00
Central Purchasing	
Other Expenses:	2,000.00
Human Resources	
Other Expenses:	15,000.00
Postage	12,500.00
Legal Services and Costs	
Other Expenses:	55,000.00
Outside Legal Services and Costs	
Other Expenses:	55,000.00
Economic Development Committee	
Salaries and Wages:	15,000.00
Other Expenses:	1,000.00
Financial Administration	
Salaries and Wages:	50,000.00
Other Expenses:	15,000.00
Tax Collection/Revenue Administration	
Salaries and Wages:	30,000.00
Other Expenses:	15,000.00
Assessment of Taxes	
Salaries and Wages:	80,000.00
Other Expenses:	5,000.00
Recording of Public Meetings	2,500.00
Planning Board	
Salaries and Wages	60,000.00
Other Expenses	15,000.00
Zoning Board of Adjustment	

Other Expenses	15,000.00
Environmental Commission	
Other Expenses	500.00
Code Enforcement	
Salaries and Wages	240,000.00
Other Expenses	18,000.00
Employee Group Insurance	925,000.00
Other Insurance	375,000.00
Unemployment	25,000.00
Police	
Salaries and Wages:	2,000,000.00
Other Expenses:	65,000.00
First Aid Contribution	
Other Expenses:	45,000.00
Office of Emergency Management	
Other Expenses:	1,000.00
Municipal Prosecutor	
Salaries and Wages:	30,000.00
Municipal Court	
Salaries and Wages:	100,000.00
Other Expenses	7,500.00
Special Duty Officers – Court Security	6,000.00
Engineering Services and Costs	
Salaries and Wages:	85,000.00
Other Expenses:	5,000.00
Road Repairs and Maintenance	
Salaries and Wages:	400,000.00
Other Expenses	125,000.00
Public Buildings and Grounds	
Other Expenses:	50,000.00
Snow Removal	
Salaries and Wages:	75,000.00
Other Expenses:	150,000.00
Cleanup	
Other Expenses	10,000.00
Parks Maintenance	
Salaries and Wages:	125,000.00
Other Expenses	50,000.00
Board of Health	
Salaries and Wages:	110,000.00
Other Expenses	10,000.00
Social Services	
Salaries and Wages:	50,000.00
Other Expenses	20,000.00

Animal Control	10,000.00
Wildlife Management	
Other Expenses	1,500.00
Cultural Arts	2,500.00
Fire Protection Charges	225,000.00
Electricity	80,000.00
Street Lighting	110,000.00
Telephone	20,000.00
Heating Fuel	20,000.00
Water	5,000.00
Sewer	2,500.00
Gasoline	20,000.00
Diesel Fuel	10,000.00
Social Security System	250,000.00
Defined Contribution Plan	3,500.00
SUBTOTAL APPROPRIATIONS: INSIDE CAP	6,460,000.00
OPERATIONS - EXCLUDED FROM CAP	
DPW Stormwater	10,000.00
Salaries & Wages	
Municipal Alliance Grant	7,500.00
SUBTOTAL APPROPRIATIONS: OUTSIDE CAP	17,500.00
CAPITAL	40,000.00
Van Der Veer Harris House Phase 2	
ADA Accessible Playground Improve. AVM Park	15,000.00
DEBT SERVICE	
Interest on Bonds	90,000.00
SCIA Lease Payments	40,000.00
NJEIT Loan Payments	35,000.00
TOTAL BUDGET APPROPRIATIONS	6,697,500.00

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

Mayor Suraci also stated that this gives the Township Committee time to develop the new annual budget and allows for the government to continue operations.

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

11. RESOLUTION AUTHORIZING PREMIERE MEDIA, LLC TO VIDEOTAPE THE HILLSBOROUGH TOWNSHIP COMMITTEE MEETINGS FOR 2017, AT A COST OF \$250 PER MEETING, PURSUANT TO PROPOSAL SUBMITTED ON DECEMBER 13, 2016

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that Premiere Media, LLC videotape the 2017 Township Committee meetings at a cost of \$250 per meeting.

Mayor Suraci thanked Caz for his assistance.

Committeeman DelCore welcomed Caz back.

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

CONSENTS

1. RESOLUTION AUTHORIZING THE ADOPTION OF THE CASH MANAGEMENT PLAN FOR THE YEAR 2017

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

WHEREAS, the Cash Management Plan must include:

1. The designation of a public depository or depositories
2. The authorization for investments as permitted by various applicable laws
3. The annual submission of the Cash Management Plan to the governing body, which must be approved by a majority vote
4. An annual audit of the Cash Management Plan.
5. That when an investment is in bonds which mature in more than one year, a determination that the maturity approximates the prospective time when such funds are needed

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough that the attached Cash Management Plan is hereby adopted for the year 2017.

2. RESOLUTION AUTHORIZING THE 2017 DEPOSITORIES AND DISBURSEMENTS

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

NOW THEREFORE, BE IT RESOLVED on the 3rd day of January 2017, by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that;

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

All Federally secured Banks in the State of New Jersey be and are hereby designated as depositories for the Township of Hillsborough for the year 2017.

Prior to the deposit of any municipal funds in the above mentioned depositories, said bank shall file with the Chief Financial Officer a statement indication that the bank is covered under the Government Units Deposit Protection Act 9 R.S. 17: 9-41).

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

Custodian

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

Chief Finance Officer

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

Other accounts

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

Custodian

Tax Collector
Court Administrator
Court Administrator

DISBURSEMENTS:

Signatures Required

Mayor or Deputy Mayor
Municipal Clerk and
Chief Finance Officer

Accounts

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

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

Signatures Required

Chief Finance Officer or Municipal Clerk

Accounts

Payroll Account
Payroll Agency Account

Signatures Required

Chief Finance Officer or Tax Collector

Accounts

Tax Collector's Redemption Account

Signatures Required

Court Administrator or Deputy Court Administrator or Municipal Magistrate

Accounts

Municipal Court Bail Account (3) Municipal Court General Account (3)

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

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

THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, that the interest rate on delinquent taxes shall be 8% per annum of the first \$1,500 and 18% per annum on any amount in excess of \$1,500 for the year 2017, and no interest shall be charged if payment of any installment is made within the 10th calendar day following the day upon which same became payable.

BE IT FURTHER RESOLVED in accordance with N.J.S.A. 54:4-67 the governing body may also fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year and that such penalty shall be 6% of the amount of the delinquency.

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

4. RESOLUTION AUTHORIZING TAX SALE RELIEF

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

WHEREAS, N.J.S.A. 54:5-19 gives the governing body the authority to establish installment plans provided that monthly payments are made and that the plan does not exceed 3 years in duration; and

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

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

5a. RESOLUTION AUTHORIZING REORGANIZATION MEETING 2018

BE IT RESOLVED that the Reorganization Meeting of the Township of Hillsborough for the year 2018 shall be held at the Hillsborough Township Municipal Building, 379 South Branch Road, Hillsborough, New Jersey, 08844 on Tuesday, January 2, 2018 at 7:00 P.M.

5b. RESOLUTION ADOPTING 2017 TOWNSHIP COMMITTEE MEETING SCHEDULE

BE IT RESOLVED by the Township Committee of the Township of Hillsborough that the following is established as a schedule of regular public meetings of the Township Committee to be held during 2017.

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

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

- Be posted on the Bulletin Board at the Municipal Building and shall remain posted for the year 2017.
- Be mailed to the following newspapers: The Hillsborough Beacon, the Courier News, Hillsborough Patch and the Newark Star Ledger.
- Filed with the Township Clerk.
- Mailed to those persons who have requested and paid the charges for copies of the schedule and revisions thereto and shall be promptly mailed to those persons who hereinafter make such request and prepay such charge.

2017 TOWNSHIP COMMITTEE MEETINGS

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

JANUARY
10TH & 24TH

JULY
11TH

FEBRUARY
14TH & 28TH

AUGUST
8TH

MARCH
14^{TH*} & 28TH

SEPTEMBER
12TH & 26TH

APRIL
11TH & 25TH

OCTOBER
10TH & 24TH

MAY
9TH & 23RD

NOVEMBER
14TH

JUNE
13TH

DECEMBER
12TH & 19^{TH*}

5c. RESOLUTION DESIGNATING 2017 OFFICIAL NEWSPAPERS

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

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

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

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

BE IT FURTHER RESOLVED by the Township Committee of the Township of Hillsborough that the Newark Star Ledger, the Courier News, and the Hillsborough Beacon are hereby designated as the official newspapers of this body during 2017 as required by N.J.S.A. 10:4-18 and N.J.S.A. 10:4-8(d)(2) of the Open Public Meetings Act and the Hillsborough Patch shall be the official electronic newspaper.

5d. RESOLUTION AUTHORIZING FEES FOR MEETING NOTICES

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

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

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

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

1. Each person requesting an individual notice be mailed to him shall pay annually to the Township of Hillsborough the sum of \$20.00 to cover the costs thereof, as required under the Act.
2. Requests for such individual notice made by news media shall be granted without cost.
3. The sum herein designated is subject to change upon the adoption of superseding resolution by this public body.
4. This resolution shall take effect immediately.

6. RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC WORKS TO POST FOR THE POSITIONS OF DPW WORKER I AND MECHANIC I IN THE DEPARTMENT OF PUBLIC WORKS

WHEREAS, there are vacancies in the Hillsborough Township Department of Public Works for the positions of DPW Worker I and Mechanic I; and

WHEREAS, the Director of Public Works recommends these positions be filled as soon as possible and requests authorization to post for these positions.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it does hereby authorize the Director of Public Works to post for the positions of DPW Worker I and Mechanic I.

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

Mayor Suraci asked for comments from the floor on matters not on the agenda, there were none.

Mayor Suraci thanked everyone for coming and reminded everyone that there is cake and coffee following the meeting in the multipurpose room.

Mayor Suraci stated that the next regular meeting of the Hillsborough Township will be January 10, 2017, at 7:30pm.

Mayor Suraci concluded by wishing everyone a good night and Happy New Year.

ADJOURNMENT

Upon motion by Deputy Mayor McCauley, seconded by Committeeman Tomson, the meeting duly adjourned at 7:43 p.m. Said motion was carried unanimously upon voice vote.

Attested:

Pamela Borek
Township Clerk