

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 PM on January 8, 2019.

### **CALL OF THE ROLL**

Upon call of the roll, the following Committee members were recorded present: Mayor Frank DelCore, Deputy Mayor Doug Tomson, Committeewoman Olivia Holmes, Committeeman Shawn Lipani, and Committeewoman Gloria McCauley. Also, in attendance were Township Administrator Anthony Ferrera, Township Clerk Pamela Borek and Township Attorney William Willard.

### **SALUTE TO THE FLAG**

**Mayor DelCore read the Open Public Meetings Act statement.**

### **APPROVAL OF MINUTES**

- *Approval of the December 11, 2018 Regular Session Minutes*

Upon a motion by Deputy Mayor Doug Tomson, seconded by Committeeman Shawn Lipani, the December 11, 2018 Regular Session Minutes were approved upon the call of the roll. Committeewoman Holmes abstained.

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

#### **Committeewoman Holmes**

Committeewoman Holmes reported January is Radon Awareness Month. Free radon test kits are still available in the Hillsborough Health Department.

#### **Committeeman Lipani**

Committeeman Lipani announced many of the Boards and Commissions have had their reorganization meetings including Open Space, Economic and Business Development Commission and the Board of Health Commissions. Committeeman Lipani thanked all of the volunteers on the Boards and Commissions.

Committeeman Lipani reminded residents and business owners in town that the amnesty program in the Building Department is running until January 31, 2019.

Committeeman Lipani advised residents that it is time to renew dog licenses. Licenses must be renewed no later than March 1st, or a late fee will be incurred.

Committeeman Lipani reported the Hillsborough Business Community is encouraged to visit the newly updated HBA website, [www.hillsboroughbusiness.org](http://www.hillsboroughbusiness.org), to update their business profiles on the Hillsborough Township Business Finder.

Committeeman Lipani stated improvements are being made to the Shop Hillsborough Program. Fincredit the administrator of the program is upgrading the system by replacing terminals with Android devices, which will allow merchants to scan a QR code. Visit [www.hillsboroughbusiness.org](http://www.hillsboroughbusiness.org) for directions to download the cards QR code onto a smartphone or physically attach to the card.

Committeeman Lipani advised the Engineering Department works with the Public Works Department to identify roads that require repairs. To report a pothole please notify the Department of Public Works at 908-369-3950.

**Committeewoman McCauley**

Committeewoman McCauley apologized for missing the reorganization meeting due to illness. She congratulated Mayor DelCore and Deputy Mayor Tomson on their appointments and congratulated Committeeman Lipani and Committeewoman Holmes on their swearing in.

Committeewoman McCauley stated the Hillsborough Township Police would like to remind residents of important information and safety tips. NJ law requires all snow and ice needs to be removed from vehicles' hood, windows and roof before driving. Township Code Chapter 143-21 prohibits parking on snow covered roads.

Committeewoman McCauley announced the Township Leaf Collection Program has concluded.

Committeewoman McCauley advised Public Works is actively engaged in filling potholes around the township.

Committeewoman McCauley reported residents will be able to obtain coupons for the Township Clean up Program from the Township website starting March 1, 2019.

Committeewoman McCauley announced nominations are sought for Outstanding Women Awards in Somerset County. The deadline is extended until Monday, January 14th.

**Deputy Mayor Tomson**

Deputy Mayor Tomson stated he attended the Sustainable reorganization meeting and congratulated the Chair Chris Obropta, Vice Chair Sam Conard and Secretary Ann Harris.

Deputy Mayor Tomson reported he attended the Board of Education reorganization meeting and congratulated President, Judy Haas and Vice President Lorraine Soisson and the new members that were sworn in.

Deputy Mayor Tomson stated Hillsborough is having their free rabies clinic on January 26th from 10am to noon.

Deputy Mayor Tomson advised registration is currently open for both Spring Soccer as well as Spring Girls Softball Leagues.

Deputy Mayor Tomson reported Hillsborough Township is partnering with Robert Wood Johnson University Hospital Somerset and hosting a Blood Drive on Thursday, January 17th from 2pm to 7:30pm at the Peter J. Biondi Municipal Building located at 379 South Branch Road. All donors will receive a free T-shirt.

Deputy Mayor Tomson announced “Operation Secure Shred”, the free document-shredding program for Somerset County residents will be held on Saturday, January 19th at the North County Public Works Garage, 411 Chimney Rock Road, Bridgewater.

### **Mayor DelCore**

Mayor DelCore stated the latest enhancement in Parks and Recreation includes a sidewalk between Woodfield Estates residential development and Ann Van Middlesworth Park. Residents can now safely walk into the park. In addition, the original metal fence has been replaced with a new retention wall and trees have been planted making the area beautifully landscaped. A mulched picnic area overlooks a small stream next to the basketball courts for residents to enjoy.

Mayor DelCore further stated a new aluminum 65-seat bleacher was installed by the basketball courts at Ann Van Middlesworth Park. The new bleacher also includes 4 wheelchair accessible spots.

Mayor DelCore advised the Township along with the Hillsborough School District are partnering so that Hillsborough students can participate in The Louis Bay, II Future Municipal Leaders Scholarship Competition. The deadline for applications is March 19, 2019. Completed applications need to be sent to Hillsborough Township to the Mayor’s Office. Information regarding this scholarship opportunity can be found on the Naviance Program utilized by the School District and in the Township’s Friday eNews. In addition, information for this scholarship can be found at the Guidance Office at the High School.

Mayor DelCore reminded residents that the Annual Hillsborough Community night at the NJ Devils Game, co-hosted by PBA local #205 as a fundraiser for the Special Olympics of NJ and the Family of late Sgt. Wacker will be held on Friday, March 1st.

### **PROCLAMATIONS / APPOINTMENTS**

- *Father Sean Broderick - Retirement*

***WHEREAS**, Father Sean Broderick, a Spiritan Father for 53 years retired on October 31, 2018 after 14 years of dedicated service to Mary Mother of God Parish; and*

***WHEREAS**, Father Sean was born and raised in the Republic of Ireland and ordained a Holy Ghost priest for the missions in Africa; and*

***WHEREAS**, he returned to Ireland after 20 years to be an educator and later became President of Rockewell College in Tipperary; and*

***WHEREAS**, in 2004 Father Sean transferred to Mary, Mother of God Parish as the Assistant to the Pastor and ultimately became the Administrator of the Parish in 2007; and*

***WHEREAS**, during his tenure as Administrator, Father Sean initiated the redesign and renovation of the Church, continued the highly successful CYO programs, supported programs for Boy Scouts and Eagle Scouts and provided twelve years of religious education for catechists within the Mary, Mother of God parish community; and*

***WHEREAS**, Father Sean authorized and implemented the Virtus Program for all teachers and Mary, Mother of God Church personnel to ensure the children of the parish are protected and taught in a safe environment; and*

***WHEREAS**, Father Sean has generously opened the Church parking lot to the Triangle Elementary School buses and the Church hall for senior citizens' events. He also established a video system for transmitting the Sunday morning mass to Township nursing and assisted-living homes; and*

***WHEREAS**, he has encouraged and participated in the Interfaith Hospitality Network (IHN) that helps homeless families get back on their feet; and*

***WHEREAS**, Father Sean has been one of the Hillsborough Police chaplains for ten years.*

***NOW, THEREFORE, BE IT PROCLAIMED** that we, the Mayor and the Hillsborough Township Committee, are thankful and appreciative for the selfless dedication Father Sean Broderick has shown as Administrator of Mary, Mother of God Church and in the community of Hillsborough.*

***BE IT FURTHER PROCLAIMED** that we, the Mayor and Hillsborough Township Committee, along with his numerous colleagues and parishioners thank Father Sean Broderick for his valuable contributions to Hillsborough Township, and we wish him well in all of his future endeavors.*

- *Anisha Gademsky - Gold Award*

***WHEREAS**, Anisha Gademsky, a junior at Hillsborough High School and member of Girl Scout Troop 60365 has earned her Gold Award; and*

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

***WHEREAS**, Anisha's Gold Award project involved creating a "Senior" prom for the Foothill Acres*

*Nursing Home in the hope of helping the residents relive their younger days and provide a night they would remember and enjoy. The residents were provided with boutonnières, food, dessert, and music. A Prom King and Queen were announced. The project took 92.5 hours of preparation; and*

***WHEREAS***, *Anisha is a member of the National Honor Society and French Honor Society, is on the Hillsborough High School softball team, and participates on a travel softball team. She also tutors children, volunteers at softball clinics and in the gift shop at Foothill Acres Nursing Home; and*

***WHEREAS***, *Anisha serves as an example to the youth of Hillsborough Township through her achievements, leadership, and community service, and we are very proud that Anisha 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 Anisha for having earned her Girl Scout Gold Award, an honor for both her and for those who have guided her, and we wish her all the best in her future endeavors.*

## **PRESENTATIONS**

- *Patriots Pen Scholarship Award*

Mayor DelCore explained this award created by the VFW asks junior high school and middle school students to write a 300-400 word essay on a patriotic theme each year. This year's theme was "Why I honor the American flag". Hillsborough Middle School Principal Dr. Trybulski was a real asset in encouraging his student body to participate in the contest. The winners were, First Place, Mahati Salapu, 8th grade, Second Place, Anthony Licastri, 8th grade and Third Place, Amelia Morris, 7th grade.

- *Dr. Belnay - NJMMA Award*

Mayor DelCore stated each year the New Jersey Municipal Managers Association honors members for outstanding service to local government. Dr. Belnay received the Dr. Thomas J. Davy Academic Achievement Award which recognizes outstanding educators in the general field of public administration.

## **NEW BUSINESS**

- *None*

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

Maria Janucik, 520 E. Frech Ave, Manville asked whether notice was given with regard to the purchase of the Sherman property and designating it as an area in need of rehabilitation. Deputy Mayor Tomson advised notice is not necessary for a proposed purchase. Mrs. Janucik expressed concerns over building affordable housing on property and impact on flooding. Mayor DelCore advised there is no site plan filed, therefore no investigations have been conducted

**PUBLIC HEARINGS**

- *None*

**INTRODUCTION OF NEW ORDINANCES**

**2019-01 Authorizing Acceptance of Deed of Dedication for Old Camplain Road Right of Way for the Property Identified on the Hillsborough Township Tax Map as Block 66.01, Lot 2**

**WHEREAS**, Application No.: BA-17-12 was filed with the Township of Hillsborough Zoning Board of Adjustment (“Board”) for addition of a contractor’s facility and continued use of a single family dwelling at the property identified on the Hillsborough Township Tax Map as Block 66.01, Lot 2 and more commonly known as 95 Old Camplain Road; and

**WHEREAS**, the Board adopted a memorializing Resolution on January 17, 2018 approving the Application; and

**WHEREAS**, the approval of the Board requires the owner of the property to provide the Township of Hillsborough with a Deed of Dedication for Old Camplain Road Right of Way; and

**WHEREAS**, the Township Attorney has reviewed the attached Deed of Dedication and finds it to be acceptable.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) the Township hereby accepts the attached Deed of Dedication for Old Camplain Road Right of Way; (2) the Township Attorney is authorized to record the Deed of Dedication with the Somerset County Clerk; and (3) this Ordinance shall take effect upon adoption and publication according to law.

Mayor DelCore stated this is a requirement of the Planning Board process and has been reviewed and found acceptable by the Township Attorney. Municipal Land Use Law requires an ordinance to effectuate the acceptance of property.

Upon motion by Committeeman Lipani, seconded by Deputy Mayor Tomson, to introduce the ordinance, the motion was unanimously approved upon call of the role.

Maria Janucik, 520 E. Frech Ave, Manville asked to explain the ordinance. Mayor DelCore explained the ordinance is simply the process of transferring deeds for a right of way.

**CONSENT**

- 1. Resolution Ratifying and Confirming Agreement Between the Township of Hillsborough and Somerset County YMCA-Hillsborough Branch for the Hillsborough Senior Citizen Exercise Wellness Program**

**WHEREAS**, over the years the Township provided an exercise wellness program for Hillsborough senior citizens consisting of exercise classes at the Municipal Building; and

**WHEREAS**, in 2014 the Township and the Somerset County YMCA - Hillsborough Branch (“YMCA”) entered into an agreement to provide a more comprehensive exercise wellness program through the YMCA for the benefit of Hillsborough senior citizens; and

**WHEREAS**, due to the success of the exercise wellness program the Township and YMCA seek to renew the program for January 1, 2019 to December 31, 2019 upon the terms and conditions set forth in the Agreement attached hereto in an amount not to exceed \$21,700.00 (\$18,000 plus \$3,700 if Township exercises option to add additional class); and

**WHEREAS**, the Chief Finance Officer of the Township has certified that sufficient funds are available for this Agreement as set forth in the certification attached hereto.

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the attached Agreement between the Township of Hillsborough and the Somerset County YMCA – Hillsborough Branch for the Hillsborough Senior Citizen Exercise Wellness Program is hereby approved and the Mayor and the Township Clerk are authorized to execute the Agreement.

**2. Resolution Authorizing Tuition Reimbursement to Officer Michael Laboy Pursuant to Article XVIII of the PBA Contract**

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

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

**WHEREAS**, Officer Laboy successfully completed the “Professional Leadership Development” course through Centenary University’s Master of Arts in Leadership and Public Administration Program and requests financial reimbursement under the Township’s educational assistance provisions; and

**WHEREAS**, the Chief of Police recommends the Township provide financial reimbursement to Officer Laboy for seventy-five percent (75%) of the \$2,030.16 cost incurred for a total of \$1,522.62.

**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.

**3. Resolution Authorizing Shared Services Agreement for a Shared Municipal Court between The Township of Hillsborough and Borough of Manville**

**WHEREAS**, on November 24, 2015, the Township Committee adopted a Resolution authorizing the execution of a Shared Services Agreement for a Shared Municipal Court between the Township of Hillsborough and Borough of Manville for the period January 1, 2016 to December 31, 2018; and

**WHEREAS**, the Township of Hillsborough now wishes to enter into the attached Shared Services Agreement for a Shared Municipal Court between the Township of Hillsborough and Borough of Manville for the period January 1, 2019 to December 31, 2021.

**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 the attached Shared Services Agreement for a Shared Municipal Court between the Township of Hillsborough and Borough of Manville for the period January 1, 2019 to December 31, 2021; and (2) the Township Clerk is directed to forward a copy of this Resolution and the fully executed Shared Services Agreement to Pamela Borek, Borough of Manville Clerk; and Susan Keeth, Municipal Court Administrator.

**4. Resolution Authorizing Award of Contract to The Kullman Group for the Provision of Comprehensive Training to Public Works and Parks Employees**

**WHEREAS**, the Director of Public Works and the Director of Parks have requested comprehensive training for all Public Works and Parks employees; and

**WHEREAS**, the Township received a proposal from The Kullman Group, dated December 21, 2018, for the provision of this comprehensive training in an amount not to exceed \$15,500.00; and

**WHEREAS**, the Director of Public Works, Director of Parks, Township Administrator and Qualified Purchasing Agent recommend the award of a contract to The Kullman Group pursuant to the proposal submitted; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Mayor and Township Clerk are hereby authorized to execute a contract with The Kullman Group pursuant to their proposal, dated December 21, 2018, for the provision of comprehensive training for all Public Works and Parks employees in an amount not to exceed \$15,500.00.

**5. Resolution Authorizing Stipend Payments to Scott Williamson, Ed Allatt and Rich Perlman in Accordance with the 2018 Salary Ordinance**



**WHEREAS**, the Construction Official recommends the following stipend payments be paid in accordance with the 2018 Salary Ordinance: (1) \$2,500.00 to Scott Williamson, Fire Inspector, for conducting electrical inspections; and (2) \$1,500.00 each to Ed Allatt, Fire Subcode Official, and Rich Perlman, Building Subcode Official, for serving as Acting Construction Official.

**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 Construction Official is hereby accepted and approved.

**6. Resolution Authorizing Transfer of Earned Amounts from the Subdivision and Site Plan Engineering Trust Accounts to the Treasurer’s Account**

**WHEREAS**, the Assistant Township Engineer recommends that in accordance with the following summary of accrued engineering charges related to various indicated projects, a total of \$5,664.93 should be transferred from Engineering inspection escrow accounts into the Treasurer’s Account as indicated; and

**WHEREAS**, each of the project line items have been verified against the Treasurer’s Office account records 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 \$5,664.93 is to be transferred from the Engineering Escrow Accounts into the Treasurer’s Account.

	<b>Number</b>	<b>Transfer Amount</b>
Country Classics - 4A	640	-\$768.40
Gateway Phase 7	665	-\$684.32
Gateway Phase 6	620	-\$1,125.15
Green Village	607	-\$1,400.30
Hillsborough Self Storage	664	-\$104.85
MAAC Development	615	-\$57.70
Meadow Brook Development	651	-\$369.77
Muslim Ctr of Somerset Cty	662	-\$435.22
NJ American Water 2012-06	588	\$0.00
Pat Richards LLC	412	-\$115.40
Richmond Properties	641	-\$57.70
Wiseman (Hills. Realty)	495	-\$546.12
<b>Grand Total</b>		<b>-\$5,664.93</b>

**7. Resolution Authorizing Refund Of Tax Overpayments**

**WHEREAS**, real property tax payers overpaid their real property taxes; and

**WHEREAS**, the Tax Collector has received proof of such payments after correspondence with said property owners.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Tax Collector is hereby authorized to refund said amounts to the property owners; Total, \$37,177.75, properties, 17.

<b>Block</b>	<b>Lot</b>	<b>Qualifier</b>	<b>Name</b>	<b>Amount</b>	<b>Qtr</b>	<b>Year</b>
145	1		Lereta	\$3,112.32	4th	2018
151	12.111		Corelogic	\$2,094.89	4th	2018
151.16	1.03	C1614	Corelogic	\$1,858.42	4th	2018
152.05	9		Lereta	\$1,940.00	4th	2018
153.05		22119	Lereta	\$1,364.55	4th	2018
153.07	68.01	C0206	Corelogic	\$756.48	4th	2018
153.1	1.02	C2501	Corelogic	\$1,319.48	4th	2018
158	17		Corelogi	\$1,908.98	4th	2018
163.06	2	C0911	Corelogic	\$1,355.87	4th	2018
178	13.54		Corelogic	\$1,826.24	4th	2018
179	34.08		Corelogic	\$2,377.41	4th	2018
180.09	8		Corelogic	\$4,096.54	4th	2018
182	59		Lereta	\$3,091.82	4th	2018
199	109		Corelogic	\$2,688.43	4th	2018
204.03	26		Corelogic	\$2,688.86	4th	2018
205.05	5		Gutierrez, Victor	\$2,172.26	4th	2018
207.01	102		Corelogic	\$2,525.10	4th	2018

#### **8. Resolution Authorizing the Refund of Recreation Program Fees**

**WHEREAS**, there are refunds due from Recreation program fees; and

**WHEREAS**, the Chief Financial Officer has received proof of such refunds being due and payable.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Chief Financial Officer is hereby authorized to refund said amounts as detailed below, in a total amount of \$210.00.

<b>Name</b>	<b>Amount</b>
Jeannine Bugal	\$100.00
Gina Hammerschmidt	\$110.00

#### **9. Resolution Establishing the Annual Salaries & Wages of Municipal Employees**

**BE IT RESOLVED**, by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the annual salaries and wages of the following employees are to be adjusted as listed below effective January 1, 2019:

<b>Name</b>	<b>Position</b>	<b>Base Salary</b>
Belnay, Glen	Health Officer	\$136,305.00
Besser, Mark	Police Lieutenant	\$151,853.00
Blaney, Debra	Tax Assessor	\$104,952.00
Commercial Stipend	\$ 16,019.00	
Borek, Pamela	Township Clerk	\$100,244.00
Boyle, Charles	Police Captain	\$158,173.00
Brake, Sarah	Deputy Clerk/ Digital Communications Specialist	\$51,383.00
Bush, Lucy	Admin. Secretary to Police Chief	\$66,646.00
Carolan, Sean	Police Lieutenant	\$151,853.00
Carr, Michael	Director Environmental Programs	\$81,427.00
Christy, Ronald	Asst. Public Works Supervisor	\$70,712.00
Costa, Nancy	CFO/Tax Collector/QPA	\$139,957.00
Crossen, April	Deputy Treasurer/Tax Collector	\$67,657.00
Crossen, John	Parks Supervisor	\$82,904.00
Davenport, Daniel	Asst. Public Works Supervisor	\$75,679.00
Dunne, Griffin	Assistant Director of Recreation	\$63,550.00
Faerber, Cathy-Jean	Assistant Director of Social Services	\$61,376.00
Ferrera, Anthony	Administrator/Deputy Clerk	\$167,154.00
Fiedler, John	Construction Official	\$119,427.00
Fitzpatrick, Michael	Police Lieutenant	\$151,853.00
Gorman, Patrick	Zoning Official	\$53,236.00
Haurey, James	Systems Administrator	\$96,508.00
Hollenbach, Elizabeth	Deputy Tax Assessor	\$69,661.00
Horvath, Nancy	Deputy Court Administrator	\$64,118.00
Huxley, Jeffrey	Public Works Supervisor	\$88,664.00
Keeth, Susan	Municipal Court Administrator Stipend	\$84,875.00 \$2,000.00
Kois, David	Business Advocate	\$74,634.00
Maski, David	Director of Planning	\$107,279.00
McMahon, Michael	Police Lieutenant	\$151,853.00
Pineno, Michael	IT Manager	\$109,712.00
Powell, Darren	Police Chief	\$164,714.00
Resavy, Richard	Director of Public Works	\$112,039.00
Santaromita, Lee	Secretary to Mayor & Admin.	\$39,832.00
Sheridan, John	Director of OEM	\$61,533.00
Spano-Klimko, Siobhan	Deputy Health Officer/Educator	\$90,874.00

Struzienski, Christine	Police Operations Assistant	\$52,924.00
Wagner, Robert	Director Parks/Rec/Social Services	\$101,339.00

**10. Resolution Appointing Steven Eckert, Pamela Borek, Christopher McMinn and Joseph Paschall to One (1) Year Terms as Emergency Management Deputy Coordinators and Appointing Lucy Bush to a One (1) Year Term as the Emergency Management Administrative Assistant Effective January 1, 2019 through December 31, 2019 and Authorizing Annual Stipends**

**WHEREAS**, the Township Office of Emergency Management Coordinator recommends the appointments of Steven Eckert, Pamela Borek, Christopher McMinn and Joseph Paschall to one (1) year terms as Deputy Emergency Management Coordinators effective January 1, 2019 through December 31, 2019 with annual stipends in the amount of \$500.00 for each for such service; and

**WHEREAS**, the Township Office of Emergency Coordinator recommends the appointment of Lucy Bush to a one (1) year term as Office of Emergency Management Administrative Assistant effective January 1, 2019 through December 31, 2019 with an annual stipend in the amount of \$500.00 for such service.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) Steven Eckert, Pamela Borek, Christopher McMinn and Joseph Paschall are appointed to one (1) year terms as Emergency Management Deputy Coordinators effective January 1, 2019 through December 31, 2019 with an annual stipend in the amount of \$500.00 to be paid to each for such service; and (2) Lucy Bush is appointed to a one (1) year term as Office of Emergency Management Administrative Assistant effective January 1, 2019 through December 31, 2019 with an annual stipend in the amount of \$500.00 to be paid to her for such service.

**11 Resolution Authorizing the Posting for the Position of Recreation Assistant**

**WHEREAS**, there exists a vacancy in the Department of Parks and Recreation for a full time recreation assistant due to the resignation of Frank Strauss effective January 19, 2019; and

**WHEREAS**, the Township Committee wishes to authorize the posting for this full time position in the Department of Parks and Recreation.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby authorizes the posting for the position of a full time recreation assistant in the Hillsborough Department of Parks and Recreation.

**12. Mayoral Appointments to the Hillsborough/Millstone Municipal Alliance with the Consent of the Township Committee**

**Hillsborough-Millstone Municipal Alliance**

BOE Community Outreach(1-year Term)	Kia Bergman	12/31/2019
Student Assistant Counselor (1-year Term)	Chad Berman	12/31/2019
Township Admin	Harriet Fenster-Gude	12/31/2019

**13. Resolution Authorizing Mayoral Appointment of Chairpersons of Sustainable Hillsborough Steering Committee and Environmental Commission**

**WHEREAS**, there currently exists vacancies for the position of Chairperson and presiding officer on the Township of Hillsborough Environmental Commission and Sustainable Hillsborough Steering Committee; and

**WHEREAS**, the Chapter 15, section 15-2 provides for the appointment by the Mayor of the Township of Hillsborough, of a resident, to the office of Chairman and presiding officer for the Environmental Commission and Sustainable Hillsborough Steering Committee, as permitted by N.J.S.A. 40:56A-1, et seq.; and

**WHEREAS**, the Mayor and Township Committee deem it to be critical to the interests of the residents of Hillsborough that the Environmental Commission of the Township of Hillsborough be empowered by clear, decisive and forward seeing leadership; and

**WHEREAS**, Deborah Boyea of the Township of Hillsborough has served as Chairperson of the Environmental Commission and has indicated her willingness to serve as Chairperson of the Township of Hillsborough Environmental Commission; and

**WHEREAS**, Dr. Christopher Obropta of the Township of Hillsborough has served as Chairperson of the Sustainable Hillsborough Steering Committee and has indicated his willingness to serve as Chairperson of the Sustainable Hillsborough Steering Committee; and

**NOW, THEREFORE, BE IT RESOLVED**, I Frank DelCore, Mayor of the Township of Hillsborough, do nominate and appoint Deborah Boyea, to be and serve as Chairperson of the Environmental Commission and Dr. Christopher Obropta to serve as Chairman of the Sustainable Hillsborough Steering Committee. These appointments shall take effect immediately.

Mayor DelCore stated Resolution 1 is authorizing a contract between the Township and the YMCA. The senior population is a vital part of the Hillsborough community. Hillsborough Township and the YMCA have partnered since 2014 to offer a comprehensive wellness program for the seniors. With regard to Resolution 3, renews the shared services agreement for Municipal court services between Hillsborough Township and the Borough of Manville. The Township has been successful with a shared services agreements for court services with both Montgomery and Manville, offering an economies of scale and saving taxpayer dollars. Shared service agreements are an important part of responsible fiscal operations of the Township.

Maria Janucik, 520 E. Frech Ave, Manville inquired as to the agreement with the YMCA, shared services for court and the annual salaries and wages resolution. Township Administrator explained the Township's agreement with the YMCA for fitness classes for seniors provided by the Township. Mayor DelCore explained the shared services agreement. Mayor DelCore and Deputy Mayor Tomson explained the salary and wage increases.

Upon a motion by Committeewoman Gloria McCauley, seconded by Deputy Mayor Doug Tomson, the Consent Agenda was approved upon the call of the roll.

### **CLAIMS LIST**

Mayor DelCore asked to approve Claims List 2018-25

Upon the motion of Committeewoman McCauley, seconded by Committeeman Lipani, Claims List 2018-25 was approved upon call of the role. Committeewoman McCauley abstained.

Maria Janucik, 502 E. Frech Ave, Manville inquired into various items on the claims list including plowing services to condominium complexes and payments made to Township Attorney Eric Bernstein. Mayor DelCore noted he would take her comments under advisement.

### **EXECUTIVE SESSION RESOLUTION**

**WHEREAS**, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12 (b) (1-9), Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, the Township Committee is of the opinion that such circumstances exist.

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

1. The public shall be excluded from discussion of the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
  - i. Personnel: David Fritzinger*
  - ii. Litigation: Affordable Housing*
3. The Township Committee may take official action on those items discussed in Executive Session upon completion of the Executive Session.
4. The minutes of the discussions shall be made available to the public as soon as the matters under discussion are no longer of a confidential or sensitive nature.

5. This Resolution shall take effect immediately.

Upon motion by Committeeman Lipani, seconded by Committeewoman McCauley, the aforesaid resolution was unanimously approved upon call of the roll. The Township Committee went into Executive Session at 8:50 pm.

Upon motion by Committeeman Lipani, seconded by Committeewoman Holmes, the public meeting was re-opened at 9:49 pm.

Township Attorney Eric Bernstein stated a discussion was held regarding a personnel matter involving an employee. Direction was given and no formal action is necessary at this time. A discussion was held regarding affordable housing litigation. An update was given and no formal action is necessary at this time.

#### **ADJOURNMENT**

Upon motion by Committeewoman Holmes, seconded by Committeeman Lipani, the meeting duly adjourned at 9:49 pm. Said motion was carried unanimously upon voice vote.

Attested:

Pamela Borek  
Township Clerk