

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 Burchette, Committeewoman Gloria McCauley, Committeeman Carl Suraci, Deputy Mayor Doug Tomson and Mayor Frank DelCore. Also, in attendance were Township Clerk Pamela Borek, Township Administrator Anthony Ferrera, Township CFO Nancy Costa and Township Attorney William Willard on behalf of Albert Cruz.

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. on October 8, 2013.

APPROVAL OF MINUTES

Approval of the August 27, 2013 Regular Minutes

Upon motion by Deputy Mayor Tomson, seconded by Committeeman Burchette, the minutes of the August 27, 2013 Regular meeting were approved upon the call of the roll.

Approval of the September 10, 2013 Regular Minutes

Upon motion by Committeeman Burchette, seconded by Deputy Mayor Tomson, the minutes of the September 10, 2013 Regular meeting were approved upon the call of the roll.

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

Committeeman Burchette

Committeeman Burchette noted that on October 5, 2013 he attended the Steeple Chase 5K Walk/Run. He thanked Courtney Newman for all her hard work planning the event.

Committeeman Burchette noted that on October 2, 2013 he, Committeewoman Gloria McCauley and Deputy Mayor Tomson attended the Primus Energy open house, located on Homestead Rd. They are a brand new company using natural gas and other bio masses to make jet fuel and gasoline.

Committeeman Burchette attended the Rotary Veterans Event on Saturday October 5, 2013. The Rotary had 25 antique aircrafts and other service divisions such as police and fire department had their equipment there as well. The event raised money for Chillout and Operation shoebox.

Committeeman Burchette announced that there will be a small business expo on Saturday October 12, 2013 between 11-3 at the Library.

Committeewoman McCauley

Committeewoman McCauley thanked the volunteers and Buck Sixt for organizing Clean Community Day.

Committeewoman McCauley reminded the residents that leaf pick up program will begin on November 4th thru December.

Committeewoman McCauley reminded the residents that the final dump day this year ends on October 26th. You may dump your leaves and grass clippings every 3rd Friday of every month.

Committeewoman McCauley thanked our sustainable crew for applying for 2 grants and were awarded with both of them for a total of \$18,500. One grant was for \$16,500 and the 2nd for \$2,000 was awarded to Hillsborough from sustainable Jersey Walmart foundation building grant.

Committeewoman McCauley thanked David Kois the Township zoning officer who work diligently on applying for the grants and successful for the Township.

Committeeman Suraci

Committeeman Suraci announced that Church and Dwight Inc. donated money to the Resource Center of Somerset County which aids victims of domestic abuse. It is a wonderful organization who provide shelter, legal and finical advice. Church and Dwight Inc. has a fund in which the employees contribute a certain percentage of their salary to this fund. The company matches dollar for dollar. Committeeman Suraci announced that the Hillsborough Branch of the Somerset County Library system celebrated their 47th year. Happy Birthday to the Hillsborough Library.

Committeeman Suraci spoke about this year's reassessment and wanted to clarify the reevaluation ordered a couple of years ago by the County Board of Taxation was a very complex program involving hiring an outside firm to do a full inspection of every property in the town. The Township is required by law to complete an annual reassessment program and that's what the Township staff is currently doing. Please call to set up a time that is convenient for your inspection.

Deputy Mayor Tomson

Deputy Mayor Tomson stated that groundhog tested positive for rabies in town. He reminded residents to keep children and pets away from stray animals. If you come in contact with an animal that has rabies. Please contact the Police Dept. or St. Hubert's.

Deputy Mayor Tomson reminded residents to Save the Date: October 24th is the Township's Annual Children's Halloween Party. Please visit the Township's website and register if you are attending.

Deputy Mayor Tomson stated that Winter Basketball signups are underway and close on October 25th.

Deputy Mayor Tomson announced that we received two Grants. One for the Hillsborough/Millstone Youth Services Committee for \$5,000. The second was for the Hillsborough/Millstone Youth Services Committee Grant \$1,850.

Mayor DelCore

Mayor DelCore announced that October 4th the Senior Activity Center celebrated its 5 Year Anniversary. The Senior Activity Center looks like a café. The great art work that was done by Kevin Murphy of the Hillsborough Art Academy. They had a packed house with members from both Senior Chapter A and B, along with other Hillsborough Seniors. A joint legislative resolution was presented by Senator Bateman, Assemblyman Ciattarelli and Assemblywoman Simon. The Township is so fortunate to have such an active Senior Community here in Hillsborough and appreciate all they do for the Township. Mayor DelCore stated the renovations came at no expense to the Hillsborough tax payers as there were still funds from a grant when the center was first constructed.

Mayor DelCore announced that last Friday, we unveiled the new Hillsborough Township Food Pantry logo. "Hillsborough CAN," which stands for "Community Assistance Network" along with the tag line "Helping, Giving, Caring, Sharing" was created in partnership between Hillsborough Township and JK Design.

Mayor DelCore stated that Hillsborough CAN is a local organization that provides food and necessities to financially struggling families in Hillsborough. Clients of the Community Assistance Network have the opportunity to obtain basic need items every two weeks.

Mayor DelCore stated the goal through this initiative is to expand the outreach of the programs and services. Times are tough and many folks are struggling through these challenging economic times and it is our focus to provide the appropriate assistance. The Township remains thankful to all of our donors and volunteers to the program. We hope this will lead to all the people that need the services and getting access to what they need. Please visit the Township website for more information. We have a great

volunteer network, dedicated employees lead by Social Services Rich Resavy and Cathy Faerber. They have done a great job of bringing resources into the food pantry.

Mayor DelCore announced that on Saturday October 5th the BIONDI Memorial Trail Run was a 4 mile run up in the Sourland Mountains trail. It was a fundraiser for SHIP which is a homeless organization. Mayor DelCore thanked all those who participated.

Mayor DelCore reminded residents that the Municipal Offices will be closed on Monday, October 14th in observance of Columbus Day.

Mayor DelCore announced that Wednesday, October 16th is the Special Election for NJ Senate. Polls open at 6am and remain open until 8pm. Please be sure to confirm you're polling location by visiting the Township website or calling the administrative office. Poll Workers are needed; please visit the County website for more information. There will be a training session this Thursday, October 10th at 6pm at the County.

Mayor DelCore reminded residents that the Family Fun night will be on Friday, October 18th at the Auten Road School. Forms will be coming home through the schools, information will be in this week's Friday eNewsletter and flyers are available at the Administration Office.

Mayor DelCore announced that same weekend, Sunday, October 20th is the Central Jersey Heart Walk at Johnson Park in New Brunswick – please join our team and sign up for the walk to help raise money for heart disease. There is a sign up sheet at the Administration Office to join our Team.

Mayor DelCore noted that the next EBDC Social will be held at Duke Farms. The special guest will be Lt. Governor Kim Guadagno. Any business in town that would like to attend please visit our website or business advocate Gene Strupinsky.

PROCLAMATIONS

Proclamation honoring Officer Christopher Weckenman for his lifesaving contribution in reviving a drowning victim

WHEREAS, Hillsborough Police Officer Christopher Weckenman, has been awarded the Departmental CPR Lifesaving Award; and

WHEREAS, on, July 20, 2013, at approximately 6:50pm, Christopher was attending a picnic while off duty, when he heard a young boy had been pulled out of a pool; and

WHEREAS, Hillsborough Police Officer Christopher Weckenman, saved the life of a young boy while off duty; and

WHEREAS, Christopher responded to the pool where he immediately began to perform CPR; and

WHEREAS, Christopher was able to revive the boy, and continued with chest compressions until emergency personnel arrived; and

WHEREAS, due to Christopher's quick response and heroic actions, the young swimmer survived; and

WHEREAS, Christopher's valiant actions serves as an example of the Highest Standards of the Hillsborough Township Police Department through his heroism and willingness to help others; and

WHEREAS, Hillsborough Township Police Chief Paul Kaminsky has recognized Officer Christopher Weckenman with the Departmental CPR Lifesaving Award for being instrumental in reviving the victim.

NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and Township Committee of the Township of Hillsborough do hereby extend our sincere congratulations and appreciation to Hillsborough Township Police Officer Christopher Weckenman for saving the life of the young boy and for being a shining member of our community.

Proclamation honoring Steven Gorski for his contribution in saving the life of a drowning victim

WHEREAS, on July 20, 2013, Steven Gorski while attending a picnic, was alerted that a young swimmer was at the bottom of a pool; and

WHEREAS, Steven without hesitation, pulled the swimmer out of the pool; and

WHEREAS, due to Steven's quick response and heroic actions, the young swimmer was able to receive medical attention from a Hillsborough Township Police Officer, who performed CPR while awaiting for medical personnel to arrive; and

WHEREAS, the victim was transported to Robert Wood Johnson Medical Center where he was placed in a medically induced coma; and

WHEREAS, the hospital later advised that the victim had come out of the coma and his condition had improved dramatically; and

WHEREAS, Steven serves as an example to the youth in our community through his heroism and willingness to help others.

NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and Township Committee of the Township of Hillsborough, do hereby extend our sincere congratulations and appreciation to Steven Gorski for saving the life of the young boy.

Proclamation declaring October as National Breast Cancer Awareness Month

WHEREAS, The Township of Hillsborough values the health of all its citizens; and

WHEREAS, Hillsborough Township supports breast cancer awareness and recognizes the importance of a healthy community and how good health impacts the quality of life for every resident in the Township; and

WHEREAS, the month of October is designated as National Breast Cancer Awareness Month, emphasizing the importance of breast cancer education and early detection; and

WHEREAS, the awareness campaign is sending out several key messages, most notably, the importance of early detection through annual mammography screening for women over the age of 40; and

WHEREAS, when caught and treated in its early stages, the five-year survival rate for breast cancer is 98%, compared to only 74% in 1982; and

WHEREAS, Somerset County's celebration this year highlighted "Co-Motion! A Non-Traditional Breast Cancer Awareness Project," which uses dance to motivate women to make mammograms a high priority and increase prevention awareness.

NOW, THEREFORE, BE IT PROCLAIMED, that we, the Mayor and Township Committee of the Township of Hillsborough, hereby declare October 2013 as National Breast Cancer Awareness Month and vow to continue to support programs and research dedicated to breast cancer.

Proclamation declaring October 23rd through October 31st, 2013 as Red Ribbon Week

WHEREAS, alcohol and other drug abuse in this nation has reached epidemic stages; and

WHEREAS, it is imperative that visible, unified prevention education efforts by community members be launched to reduce the demand for drugs; and

WHEREAS, the National Family Partnership for Drug Free Youth and the District Life Skills Committee are sponsoring the National Red Ribbon Campaign offering citizens the opportunity to demonstrate their commitment to drug free lifestyles; and

WHEREAS, the National Red Ribbon Campaign will be celebrated in every community in America during "Red Ribbon Week," October 23-31, 2013; and

WHEREAS, President Barack Obama and Mrs. Michelle Obama are the National Honorary Chair people to provide national focus on a Drug Free America; and

WHEREAS, business, government, law enforcement, schools, religious institutions, service organizations, youth, physicians, senior citizens, military, sports teams and individuals will demonstrate their commitment to drug free, healthy lifestyles by wearing and displaying red ribbons during this week long campaign; and

WHEREAS, the Township of Hillsborough further commits its resources to ensure the success of the Red Ribbon Campaign and its theme, "A HEALTHY ME IS DRUG FREE!"

NOW, THEREFORE, BE IT PROCLAIMED, that we, the members of the Township Committee of the Township of Hillsborough, do hereby support October 23-31, 2013 as Red Ribbon Week, and encourage the citizens of the Township of Hillsborough to participate in drug prevention activities, making a visible statement that we are strongly committed to a drug free community. We further encourage all citizens to pledge: "A HEALTHY ME IS DRUG FREE!"

Proclamation declaring October 6th through October 12th, 2013 as Fire Prevention Week

WHEREAS, the Township of Hillsborough is committed to ensuring the safety and security of all those living in and visiting our town; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, home fires killed more than 2,500 people in the United States in 2011, according to the latest research from the nonprofit National Fire Protection Association (NFPA), and fire departments in the United States responded to more than 370,000 home fires; and

WHEREAS, cooking is the leading cause of home fires in the United States where fire departments responded to more than 156,000 annually between 2007 and 2011; and

WHEREAS, two of every five home fires start in the kitchen and unattended equipment was a factor in one-third of the reported cooking fires; and

WHEREAS, 57% of the reported non-fatal home cooking fire injuries occurred when victims tried to fight the fire themselves; and

WHEREAS, children under five face a higher risk of non-fire burns associated with cooking than being burned in a cooking fire; and

WHEREAS, Hillsborough's residents should stay in the kitchen when frying food on the stovetop, keep a three-foot kid-free zone around cooking areas and keep anything that can catch fire away from stove tops; and

WHEREAS, Hillsborough's residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, the 2013 Fire Prevention Week theme, "Prevent Kitchen Fires!" effectively serves to remind us to stay alert and use caution when cooking to reduce the risk of kitchen fires.

NOW, THEREFORE BE IT RESOLVED, that we, the Township Committee of the Township of Hillsborough, do hereby proclaim October 6-12, 2013 as Fire Prevention Week throughout Hillsborough Township, and urge all the people of Hillsborough to check their kitchens for fire hazards and use safe cooking practices during Fire Prevention Week 2013, and to support the many public safety activities and efforts of Hillsborough's Fire and Emergency Services.

Proclamation declaring October 10, 2013 as Put the Brakes on Fatalities Day

WHEREAS, October 10, 2013, has been declared Put the Brakes on Fatalities Day® by the Township of Hillsborough; and

WHEREAS, Across the nation, traffic crashes caused approximately 34,000 fatalities in 2012, and are the leading cause of death for young people ages 15 to 34; and

WHEREAS, In New Jersey, 589 individuals lost their lives in traffic crashes in 2012; and

WHEREAS, Alcohol-related crashes accounted for 27 percent of the State's traffic fatalities, while 26 percent of all fatal crashes involved traveling at unsafe speeds; and

WHEREAS, Motorcyclists, bicycle riders and pedestrians face increased risks on New Jersey's roadways, as people opt for alternative modes of transportation; and

WHEREAS, 70 motorcyclists, 14 bicyclists, and 163 pedestrians were killed in New Jersey in traffic-related crashes in 2012; and

WHEREAS, Safer driving behaviors such as buckling up, every ride; obeying posted speed limits; stopping for pedestrians in crosswalks and using crosswalks when walking; avoiding aggressive driving behaviors; never driving impaired; wearing proper safety gear when riding a motorcycle or bicycle; and, focusing solely on driving by avoiding distractions, can dramatically reduce the number of traffic-related injuries and deaths.

NOW, THEREFORE BE IT PROCLAIMED, that we, The Township Committee of the Township of Hillsborough, do hereby declare October 10, 2013, as Put the Brakes on Fatalities Day®, and call upon

everyone to put these lifesaving behaviors into practice to improve safety on the roadways in our community and throughout the State.

Mayor DelCore thanked everyone once again for being here with us this evening. October is certainly a busy month in terms of bringing awareness to so many important issues that are going on in town and in the community.

NEW BUSINESS

None

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

Art Skaar, Hillsborough resident and candidate for Township Committee stated the Township Committee and staff is doing a wonderful job with these meetings; they are very well run and informative. He expressed his concerns in regards to the employee pension system, health insurance and the open space question on the ballot. He wanted to understand the process.

Mayor DelCore and the Township Committee addressed his concerns.

Meryl Bisberg, 4 Hickory Hill Rd Hillsborough resident stated her concerns with the Hillsborough open space question on the ballot. She inquired as to how much the study conducted by the county cost if a study was conducted.

Deputy Mayor Tomson and the Township Committee address her concerns.

PUBLIC HEARINGS

None

INTRODUCTION OF NEW ORDINANCES

None

CONSIDERATIONS

- 1. RESOLUTION AUTHORIZING THE MAYOR AND TOWNSHIP CLERK TO EXECUTE A “NON FAIR AND OPEN” CONTRACT WITH HONEYWELL INTERNATIONAL INC. FOR AN EMERGENCY ALERTING SYSTEM, IN AN AMOUNT NOT TO EXCEED \$12,000 PER YEAR, AFTER A ONETIME \$3,000 SET UP FEE, PURSUANT TO THEIR QUOTE.**

WHEREAS, there exists a need for an Emergency Alerting System for Hillsborough Township; and

WHEREAS, the Township Committee has decided to award a “Non Fair and Open” contract to Honeywell International Inc., in an amount not to exceed \$12,000.00 per year, after a onetime \$3,000.00 set up fee, pursuant to their quote; and

WHEREAS, the contract will be for three (3) years; and

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

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

1. The Mayor and Township Clerk are hereby authorized to execute an agreement with Honeywell for an Emergency Alerting System in an amount not to exceed \$12,000.00 per year, after a onetime \$3,000.00 set up fee.
2. A notice of this action shall be printed once in the official Township newspaper.

Mayor DelCore stated this resolution authorizes the purchase of an Emergency Alerting System for Hillsborough Township through Honeywell International, Inc. It has become increasingly evident that during times of emergency situations, getting information to our residents is critical. This system will allow for the rapid dissemination of emergency information through multiple venues, such as land lines, cell phones, text messages and email.

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

2. RESOLUTION ACKNOWLEDGING AND APPROVING THE BEST PRACTICES INVENTORY QUESTIONNAIRE FOR THE YEAR 2013 FOR HILLSBOROUGH TOWNSHIP, SOMERSET COUNTY AND AUTHORIZING THE SUBMISSION OF THE CERTIFIED QUESTIONNAIRE BY THE CHIEF FINANCIAL OFFICER.

WHEREAS, the State of New Jersey Fiscal Year 2014 Appropriations Act (P.L. 2012, c.18)_ requires the Division of Local Government Services to determine how much of each municipality's final 5% allocation of its CMPTRA and ETR aid will be disbursed based upon the results of a Best Practices Inventory completed by the Chief Financial Officer of each municipality; and

WHEREAS, the completed Best Practices Inventory Questionnaire must be reviewed and discussed by the Governing Body at a public meeting and referenced in the minutes of that meeting; and

WHEREAS, the Best Practices Inventory Questionnaire must be certified by the Township Clerk and the Chief Financial Officer following that meeting, and submitted by the Chief Financial Officer of the municipality to the Division of Local Government Services no later than October 15, 2013; and

WHEREAS, Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey has reviewed, discussed and approved the Best Practices Inventory Questionnaire as completed by the Chief Finance Officer.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, hereby states that it has reviewed, discussed and approved the Best Practices Inventory Questionnaire in a public meeting and does hereby authorize the Chief Financial Officer to submit the Best Practices Inventory Questionnaire as certified by the Township Clerk and Chief Financial Officer to the Division of Local Government Services to show evidence of said compliance.

Mayor DelCore stated the Best Practices Inventory Questionnaire, which began four years ago, is issued by the state to determine whether a municipality is using the best management and fiscal practices on behalf of taxpayers. Hillsborough has an outstanding record for best practices including part time pension obligations, when it comes to municipal finances. The fiscal responsibility and business-like operations of our local government is once again reflected in the Township gaining best practices approval by the state again.

Committeewoman McCauley thanked to all the do diligence to the CFO and workers here in Hillsborough Township for bringing this to the forefront. From Hillsborough Township and everyone who participates in this questionnaire and answering this is quite an achievement. A lot of municipalities don't cover it.

Committeewoman McCauley thanked and congratulations to Mrs. Costa.

Mayor DelCore added that the Best Practices does impact the review process here and aides moneys that come to town. It is important that we continue to get the Best Practices approval from the state through the questionnaire. He thanked Mrs. Costa for her effort.

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

3. RESOLUTION AUTHORIZING THE TOWNSHIP OF HILLSBOROUGH TO CONTINUE ITS PARTICIPATION AS A MEMBER OF THE SOMERSET COUNTY CO-OP.

WHEREAS, Hillsborough Township wishes to apply for the renewal of the Somerset County Cooperative Pricing System #2SOCCP; and

WHEREAS, Hillsborough Township has been a member of the Somerset County Co-Op since 2004 and wishes to extend its participation until December 31, 2018; and

WHEREAS, it is the desire of the Township to use the utilize the County Co-Op to purchase office supplies; and

WHEREAS, as a member of the Somerset County Co-Op the Township is entitled to utilize Somerset County facilities; and

WHEREAS, it is the desire of the Township to continue to use the County's facility on Roycefield Road for gas and fuel for Township vehicles; and

WHEREAS, the Township also desires to authorize the Department of Public Works to continue to use the County Co-Op for needed items including, but not limited to:

- Road Stripping
- Fuel (Unleaded & Diesel)
- Auction (purchasing used vehicles/equipment)
- Salt (road salt for winter)
- Traffic light repairs
- Office Supplies

WHEREAS, participation in the County program is in the best interest of the Township because the prices for aforementioned items are favorable over the prices on the market for the same products; and

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 Township of Hillsborough to continue its membership with the Somerset County Co-Op.

Mayor DelCore stated this resolution continues our participation in the Somerset County Co-Op. We have found this to be a cost savings for various purchases.

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

4. RESOLUTION ACCEPTING THE MASER CONSULTING, P.A. PROPOSAL TO PROVIDE PRELIMINARY DESIGN SERVICES, AS CONSULTING TOWNSHIP ENGINEER FOR WINDING WAY, WILLOW ROAD, SPRING VALLEY ROAD, EUCLID AND CAMDEN ROAD SEWER EXTENSION PROJECT, IN AN AMOUNT NOT TO EXCEED \$19,000.00, TO BE PAID THROUGH A SPECIAL ASSESSMENT ON EFFECTED PROPERTY OWNERS.

WHEREAS, homeowners on Winding Way, Willow Road, Spring Valley Road, Euclid and Camden Road requested access to the sanitary sewer system; and

WHEREAS, the Township Committee recognizes that failing septic systems pose a threat to the health and safety of these homeowners, as well as the value of this improvement for the neighborhood; and

WHEREAS, on January 3, 2013 Maser Consulting, P.A. was awarded a professional services contract as Consulting Township Engineer, in accordance with the Fair and Open Procurement Process (N.J.S.A. 19:44A-20.4-5 et. seq.); and

WHEREAS, Maser Consulting, P.A. has prepared a proposal for preliminary design services for Winding Way, Willow Road, Spring Valley Road, Euclid and Camden Road to have access to the sanitary sewer system, at a cost not to exceed \$19,000.00; 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 Maser Consulting, P.A. is authorized to perform preliminary design services, outlined in the their proposal, dated July 29, 2013, in an amount not to exceed \$19,000.00.

Mayor DelCore stated that Maser Consulting submitted a proposal for Engineering Services for the Preliminary design of the 2013 Sanitary Sewer Extension Project for the above areas. This is the next required set in the process for this project.

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

5. RESOLUTION AUTHORIZING MASER CONSULTING TO PROVIDE PROFESSIONAL ENGINEERING AND SURVEYING SERVICES ASSOCIATED WITH THE RESURFACING OF HOMESTEAD ROAD FROM WILLOW ROAD TO THE CSX RAILROAD BRIDGE.

WHEREAS, on January 2, 2013, 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 engineering and surveying services associated with the resurfacing of Homestead Road from Willow Road to the CSX Railroad

bridge in an amount not to exceed \$10,500.00, as described in a proposal from Maser Consulting, P.A., dated July 31, 2013; 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 Maser Consulting, P.A., is authorized to perform professional engineering and surveying services outlined in its proposal, dated July 31, 2013, in an amount not to exceed \$10,500.00, for the resurfacing of Homestead Road from Willow Road to the CSX Railroad bridge; and

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 the Professional Services Contract with Maser Consulting, P.A., in an amount not to exceed \$10,500.00.
2. This Amended Contract is 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 this action shall be printed once in the official Township newspaper.

Mayor DelCore stated that Hillsborough Township received \$205,000 in the 2014 Local Aid Grant from the NJDOT to resurface Homestead Road. As part of the grant requirements, the Township must prepare detailed plans and specifications for the project. Maser Consulting submitted a proposal to prepare those required plans and specifications. This resolution authorizes them to proceed so the grant requirements can be fulfilled.

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

6. RESOLUTION AUTHORIZING THE HIRING OF BRUCE RYDEL, AS PLANNING DIRECTOR, WITH AN ANNUAL SALARY OF \$95,000, EFFECTIVE NOVEMBER 1, 2013.

WHEREAS, there exist a vacancy for Planning Director, in the Township of Hillsborough's Planning/Zoning Department; and

WHEREAS, the Administrator recommends the hiring of Bruce Rydel as Planning Director at an annual salary of \$95,000, effective November 1, 2013.

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 Administrator is hereby accepted and approved.

Mayor DelCore stated that there existed a vacancy in the Planning Department. After an extensive interview process, Mr. Rydel was found to have the necessary qualifications to best meet the requirements of the position. This is not a new position, but an existing budgeted position that had been vacant since the untimely passing of our previous planner. We welcome Mr. Rydel.

Committeewoman McCauley thanked Committeeman Suraci for helping out on the personal Committee this year. Committeeman Suraci was kind enough to start the process in searching for a new planner, which is significant role here at the Township. There were many great candidates. Committeewoman McCauley welcomed Mr. Rydel to the Planning Department. Committeeman Suraci added and thanked Committeewoman McCauley for her time and welcomed Bruce to the team.

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

7. RESOLUTION AUTHORIZING THE MAYOR AND TOWNSHIP CLERK TO EXECUTE A “NON FAIR AND OPEN” CONTRACT WITH REMEDIATION SPECIALISTS FOR CLEANING AND SANITIZING MUNICIPAL BUILDING DUCT WORK, IN AN AMOUNT NOT TO EXCEED \$19,160.00 PURSUANT TO THEIR PROPOSAL DATED SEPTEMBER 18, 2013.

WHEREAS, there exists a need to periodically have the duct work cleaned and sanitized; and

WHEREAS, the Township Committee has decided to award a “Non Fair and Open” contract to Remediation Specialists to perform that service, in an amount not to exceed \$19,160.00 pursuant to their revised proposal dated September 18, 2013; and

WHEREAS, Remediation Specialists represents it has not made within the preceding year and will not make during the contract period any reportable contributions as set forth in N.J.S.A. 19:44A-20.5; and

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

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

1. The Mayor and Township Clerk are hereby authorized to execute an agreement with Remediation Specialists for cleaning and sanitizing the duct work at the Municipal Building in an amount not to exceed \$19,160.00.
2. A notice of this action shall be printed once in the official Township newspaper.

Mayor DelCore stated that there is the need to periodically have the duct work cleaned and sanitized as part of normal maintenance.

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

CONSENT

1. RESOLUTION RATIFYING AND CONFIRMING TUITION REIMBURSEMENT TO OFFICER CHRISTOPHER MCMINN FOR COMPLETION OF “ORGANIZATIONAL LEADERSHIP” AND “HOMELAND SECURITY AND CONSTITUTIONAL ISSUES” OFFERED THROUGH FAIRLEIGH DICKINSON’S HOMELAND SECURITY PROGRAM, IN THE AMOUNT OF \$2,683.68, PURSUANT TO ARTICLE XVIII OF THE CURRENT PBA CONTRACT.

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

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

WHEREAS, Officer McMinn has successfully completed the “Organizational Leadership” and “Homeland Security and Constitutional Issues” courses through Fairleigh Dickinson’s Homeland Security program; and

WHEREAS, Officer McMinn has requested consideration under the Township’s Educational Assistance provisions; and

WHEREAS, the Chief of Police has requested favorable consideration of Officer McMinn’s request for financial reimbursement of seventy-five percent (75%) of the \$3,578.24 cost incurred for a total of \$2,683.68.

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 ratified and confirmed.

2. RESOLUTION AUTHORIZING THE TRANSFER OF \$8,053.72, EARNED AMOUNTS, 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 \$8,053.72 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 September 25, 2013, 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 \$8,053.72 is to be transferred from the Engineering Escrow Accounts into the Treasurers Account.

<u>Client</u>	<u>Number</u>	<u>Transfer Amount</u>
Accredited Dermatology	594	-199.74
CC @ Belle Mead	579	-66.58
CoParts 2012	586	-62.22
Country Classics – 3D	559	-115.

		56
Country Classics – 4B	589	-2,625.02
Gateway@Sunnymeade	472	-786.40
Hidden Brook Estates	603	-276.78
Hillsborough Chase	376	-38.52
Hillsborough Chase II	488	-133.16
Hillsborough Estates	539	-204.44
PLEABEAZIN	477	-1,746.42
Pleasant View Estates III	490	-877.92
Senior Living Solutions	558	-281.48
Tennis Plus	584	-162.96
Wiseman (Hills. Realty)	495	-476.52
Grand Total		\$-8,053.72

3. RESOLUTION RATIFYING AND CONFIRMING RUTH ANN BRADLEY, PART TIME BUS DRIVER FOR SOCIAL SERVICES, HOURS TO BE INCREASED FROM 29 HOURS PER WEEK TO 40 HOURS PER WEEK FOR THE MONTH OF OCTOBER.

WHEREAS, due to the full time bus driver being out on medical leave, there was the need to increase Ruth Ann Bradley’s hours as bus driver for Social Services for the Township of Hillsborough from 29 hours to 40 hours per week; and

WHEREAS, the Director of Social Services recommends increasing Ruth Ann Bradley’s hours from 29 hours to 40 hours per week for the month of October.

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 Social Services is hereby ratified and confirmed.

4. RESOLUTION APPROVING THE FOUR (4) APPLICATIONS FOR SPECIAL PERMIT FOR SOCIAL AFFAIR FOR JJR RESTAURANT, LLC FOR EVENTS TO BE HELD ON OCTOBER 9, OCTOBER 10, OCTOBER 17 AND NOVEMBER 1, 2013, AT DUKE FARMS.

WHEREAS, four (4) applications for a Special Permit for Social Affair has been filed by JJR Restaurant, LLC for events to be held on October 9, October 10, October 17 and November 1, 2013, at Duke Farms; and

WHEREAS, the submitted applications are 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 four (4) applications for Special Permit for Social Affair for JJR Restaurant, LLC for events to be held on October 9, October 10, October 17 and November 1, 2013, at Duke Farms.

5. RESOLUTION AUTHORIZING THE TRANSFER FROM PLANNING/BOARD OF ADJUSTMENT ESCROW TO THE TREASURER'S ACCOUNT.

WHEREAS, that in accordance with the following summary of accrued Planning and Zoning charges related to plan review for July, August and September, 2013, a total of \$497.51 should be transferred from the Planning/Board of Adjustment Escrow Accounts into the Treasurer's Account as indicated; and

WHEREAS, that each of the project line items has been verified against the Treasurer's Office account records for the period beginning 07/01/13 and ending 09/30/13 to ensure that sufficient funds are available for these transfers for 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 \$497.51 is to be transferred from the Planning/Board of Adjustment Escrow Accounts into the Treasurers Account.

<u>Application Name</u>	<u>Application #</u>	<u>Escrow Name</u>	<u>Amount</u>
Copart of Connecticut, Inc.	10-PB-13-SRV (RES)	COPARTCTPB	\$108.15
GRAB, Stacy	BA-13-07	GRABSTACPL	\$54.08
Muslim Center of Somerset County	BA-13-12	MUSLIMCTPL	\$129.78
NY SMSA - VERIZON (Hillsborough 7)	BA-13-14	NYSMVER7PL	\$140.60
PEREIRA, Luiz	BA-13-08	PEREIRAPL	\$43.26
Primus Green Energy	13-PB-08-MSR	PRIMUSPL	\$10.82
WSH Enterprises, Inc.	08-PB-15-MJF	WSHENTERPRPL	\$10.82
Total Transfer			\$497.51

6. RESOLUTION AUTHORIZING THE SOMERSET VALLEY YMCA, HILLSBOROUGH BRANCH, TO HOLD THEIR IRUN 5K ROAD RACE IN HILLSBOROUGH TOWNSHIP ON SUNDAY, OCTOBER 27, 2013, PURSUANT TO THE REQUIREMENTS OUTLINED BY CHIEF KAMINSKY.

WHEREAS, the Somerset Valley YMCA Hillsborough Branch has requested to hold their annual 5K road race on Sunday, October 27, 2013, in Hillsborough Township; and

WHEREAS, the Somerset Valley YMCA Hillsborough Branch has provided a certificate of insurance naming the Township of Hillsborough as an insured; and

WHEREAS, Chief Kaminsky and Hillsborough Township Police Department's Traffic Safety Bureau have determined that the planned route will provide an acceptable level of safety for the runners.

NOW, THEREFORE, be it resolved by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the Somerset Valley YMCA Hillsborough Branch is hereby authorized to hold a race in Hillsborough Township on October 27, 2013.

7. RESOLUTION AUTHORIZING THE WAIVING OF ZONING AND CONSTRUCTION PERMIT FEES RELATED TO REPAIRS FOR BLOCK 58, LOT 66.

WHEREAS, the Township Committee does not want to burden residents impacted by a hurricane with the costs of zoning and construction permit fees; and

WHEREAS, zoning and construction permit fees associated with the repairs resulting from damage caused by a hurricane shall be waived for Block 58, Lot 66; and

WHEREAS, the fees waived shall only be Hillsborough Township fees.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the zoning and construction permit fees associated with repairs necessitated by the damage caused by a hurricane are hereby waived, for Block 58, Lot 66.

8. RESOLUTION SUPPORTING PARTICIPATION IN THE 2013 COPS IN SHOPS GRANT PROGRAM.

WHEREAS, the Division of Alcoholic Beverage Control (ABC) is responsible for administering the Office of Juvenile Justice Delinquency Prevention (OJJDP) State Block Grant Program Enforcing the Underage Drinking laws; and

WHEREAS, Hillsborough Township wishes to apply to ABC for funds in connection with a project entitled Cops in Shops; and

WHEREAS, the Township Committee of the Township of Hillsborough has reviewed said application and finds approval thereof to be in the best interest of the municipality/county; and

WHEREAS, said project is a joint project between the State of New Jersey (ABC) and the Township of Hillsborough for the purposed therein described.

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

- (1.) that as a matter of public policy the Township of Hillsborough wishes to participate with the State of New Jersey (ABC) to the greatest extent possible.
- (2.) that the Division of Alcoholic Beverage Control (ABC) be requested to accept said application on behalf of the municipality/county; and
- (3.) that the appropriate fiscal officer will accept the funds in connection with said project from the ABC and make disbursements in accordance with said application.

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

CLAIMS LISTS

Mayor DelCore presented Claims Lists 2013-18.

Upon motion by Committeeman Burchette, seconded by Committeewoman McCauley, Claims List 2013-18 was unanimously approved upon call of the roll.

ADJOURNMENT

Upon motion by Committeeman Suraci, seconded by Committeewoman McCauley, the meeting duly adjourned at 8:37p.m. Said motion was carried unanimously upon voice vote.

Attested:

Pamela Borek
Township Clerk