

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 Anthony Ferrera, Committeewoman Gloria McCauley, Committeeman Carl Suraci, Deputy Mayor Robert C. Wagner, Jr. and Mayor Frank DelCore. Also, in attendance were Township Attorney Albert E. Cruz, Township Administrator/Clerk Kevin P. Davis and Assistant to the Administrator, Dianne Borngesser.

Following Roll Call and Salute to the Flag, Mayor DelCore advised that notice of this Regular Session was made in accordance with Section 5 of the Open Public Meetings Act, Chapter 231, Public Law 1975, by posting on the bulletin board at the Municipal Building and by mailing to the Township's official newspapers, a notice that this regular session would take place at the Hillsborough Municipal Building at 7:30 p.m. on December 22, 2009.

#### APPOINTMENTS/PROCLAMATIONS

- *None at this time.*

#### APPROVAL OF MINUTES

- *Approval of the October 27, 2009 Regular Session Minutes*

Upon motion by Committeeman Ferrera, seconded by Committeeman Suraci, the minutes of the October 27, 2009 Regular Session were unanimously approved upon the call of the roll.

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

##### Committeeman Ferrera

*Committeeman Ferrera wished everyone a Merry Christmas.*

**Committeewoman McCauley**

Committeewoman McCauley wished everyone a Merry Christmas and thanked everyone who served the Township this year. Committeewoman McCauley said she is looking forward to 2010.

**Committeeman Suraci**

Committeeman Suraci reported on good news from Trenton, we will receive our December payment of about \$23,000.

Committeeman Suraci wished everyone a Happy Holiday Season and a Happy New Year.

Committeeman Suraci congratulated Committeewoman McCauley and Mayor DelCore on a great first year.

**Deputy Mayor Wagner**

Deputy Mayor Wagner wished everyone a Merry Christmas and a happy and healthy New Year. Deputy Mayor Wagner said he is looking forward to serving in 2010.

**Mayor DelCore**

Mayor DelCore reported this is the last meeting of the year. Mayor DelCore said we will begin 2010 with our re-organization meeting on January 5<sup>th</sup>. The Mayor said it has been a privilege and an honor to serve as Mayor this year.

Mayor DelCore said this has been a year of accomplishments; from gaining control of the GSA Depot to keeping budget costs in check to making regulation changes that have made a difference for businesses in Hillsborough.

Mayor DelCore said he appreciates the support, hard work, and cooperation of all my colleagues on the Township Committee and the commitment of our employees to making sure Hillsborough residents receive the services they need and expect.

Mayor DelCore reported, speaking of services for the public – DPW did a tremendous job with the weekend blizzard. The guys were out there for over 24 hours over the weekend dealing with the snow and ice and they are to be commended.

Mayor DelCore said last week he announced that the NJDOT is now seeking construction bids for the Route 206 by-pass with the bids due on January 14<sup>th</sup>. This means we will see real work begin on building the roadway in early 2010.

Mayor DelCore said another long worked on project, the Claremont sewer line, is also in the bid phase, with bids due to the Township on January 13<sup>th</sup>. So that is another project that will begin construction in early 2010, which is good news to the property owners in the area who will gain the sewer connection and finance it through a special assessment.

Mayor DelCore wished everyone a Merry Christmas and Happy Holiday season, and also a Happy New Year. Mayor DelCore said he is looking forward to 2010.

## NEW BUSINESS

- *None at this time.*

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

Mayor DelCore asked the concurrence of the Committee to move to Consideration #1 - #4 at this time.

1. Resolution re-appointing Gene Strupinsky as Business Advocate, effective January 1, 2010.

**WHEREAS**, Gene Strupinsky was appointed as Hillsborough's Business Advocate on a full time basis as a significant component of the Hillsborough Economic Action Plan, on January 14, 2009 for a term ending on December 31, 2009; and

**WHEREAS**, Hillsborough's Business Advocate, Gene Strupinsky, has been a major contributor to the Hillsborough's economic action plan which has been recognized by the Somerset County Business Partnership as a 'best practices' model, and

**WHEREAS**, Mr. Strupinsky has brought innovative and effective initiatives to his role as the Business Advocate, including developing an Economic and Business Development (EBDC) e-newsletter with over 1000 subscribers, coordinating the successful EBDC social networking events, initiating and maintaining the content of the informative EBDC website which now has over 800 active business participants, helping to coordinate the Shop Hillsborough First campaign, and bringing county and state bid information, EDA small business loan information, and other potential government assistance programs for businesses to the local business community, and

**WHEREAS**, The Township Committee's decision to make the Business Advocate more available to the business community has been a key factor in Hillsborough gaining over 60 new businesses in 2009, despite the recent economic downturn, and

**WHEREAS**, the Township Administrator has recommended the continuation of the Business Advocate as a full time position designed to help improve the economic climate in Hillsborough and the re-appointment of Gene Strupinsky as Business Advocate at a salary of \$51,750 per year;

**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 Township Administrator is accepted and Gene Strupinsky is hereby re-appointed to the

position of Business Advocate for the Township of Hillsborough, effective January 1, 2010, at an annual salary of \$51,750.

Mayor DelCore said when the Township Committee made Business Advocate Gene Strupinsky available on a full time basis for the business community at the beginning of 2009, we noted it was a key component of our economic action plan and it has been a great success.

Mayor DelCore said Gene is a member of the Regulatory Oversight Working Group, Gene's interaction with the business community has given him the insights that have been the foundation of many of the regulatory changes made in 2009.

Mayor DelCore said Gene has developed an Economic and Business Development e-newsletter with over 1000 subscribers.

Mayor DelCore said he coordinates the highly successful EBDC social networking events which are attended by upwards of 200 Hillsborough business representatives.

Mayor DelCore said Gene initiated and maintains the content of the informative EBDC website which now has over 800 active business participants, helped to coordinate the Shop Hillsborough First campaign, and helps businesses cut the red tape at all levels of government on a daily basis.

Mayor DelCore said Gene has brought county and state bid information, EDA small business loan information, and other potential government assistance programs for businesses to the local business community through the EBDC newsletter and website.

Mayor DelCore said despite the economic downturn, Hillsborough gained over 60 new businesses in 2009, thanks in large measure to the Business Advocate's tireless work.

Mayor DelCore said as we have said here many times, business development means not only economic and job growth, but also that by expanding the number of commercial property taxpayers, it helps to offset property taxes on residential taxpayers.

Mayor DelCore said the Township Administrator notes that Gene works far beyond the 40 hour work week helping businesses, with no additional compensation. The number of businesses sending in notes of thanks for Gene's help is voluminous. Quite simply, when we say Hillsborough welcomes business and desires to be a more business friendly local government, Gene Strupinsky is the number one effective implementer of that policy.

Mayor DelCore said we are all still a long way from economic recovery in the nation, our state, and here locally. Mayor DelCore said he believes Hillsborough needs a Business Advocate to be fully available, in order to continue our aggressive effort to attract and keep businesses and the attendant economic and job growth that is important to our community.

Committeeman Ferrera thanked Gene for all his hard work.

Several business owners spoke on Mr. Strupinsky's behalf and commended him on his tireless work and dedication.

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

Mayor DelCore swore in Mr. Strupinsky.

Mayor DelCore said at this point we will move through and vote on all of the Police promotion and appointment considerations first, and then after all the resolutions have been considered, the Mayor said he will ask each of the individuals to come forward for the oath of office.

2. Resolution authorizing the promotion of Sergeant Mark Besser to Lieutenant in the Hillsborough Township Police Department, effective January 1, 2010.

**WHEREAS**, the promotional process conducted in accordance with Hillsborough Township Ordinance 93-17 to select the most suitable candidate for promotion to the position of Lieutenant in the Hillsborough Police Department has been completed; and

**WHEREAS**, the highest rated candidate for the position was determined to be Sergeant Mark Besser; and

**WHEREAS**, Chief of Police Paul Kaminsky has recommended the appointment of Sergeant Mark Besser to the position of Lieutenant effective January 1, 2010 at an annual salary of \$125,887.00.

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the recommendation of Chief of Police Paul Kaminsky be and hereby is accepted and approved, and Sergeant Mark Besser shall be promoted to the position of Lieutenant in the Hillsborough Police Department effective January 1, 2010.

Mayor DelCore said the promotion of Sergeant Mark Besser to Lieutenant will fill a vacancy that is created by the scheduled retirement of Lt. Victor Kubisch. New Lieutenant Besser competed in the rigorous Police Department promotional process and is the highest rated candidate.

The Mayor said as an outstanding Police Officer, Lt. Besser joined the Hillsborough Police Department in 1995, was appointed Corporal in 2001, and was promoted to Sergeant in 2004. He holds a Bachelor of Arts degree. He has received numerous commendations and command citations for his performance in the service of our community, including one for an arrest of homicide suspects.

Mayor DelCore stated that we are proud to have such an excellent Police Officer available to assume the important leadership duties of a Superior Officer.

Committeeman Ferrera said he is glad Lt. Besser is part of our leadership team.

Deputy Mayor Wagner congratulated Lt. Besser.

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

3. Resolution authorizing the promotion of Corporal Karen Hoelzel to Sergeant in the Hillsborough Township Police Department, effective January 1, 2010.

**WHEREAS**, the promotional process conducted in accordance with Hillsborough Township Ordinance 93-17 to select the most suitable candidate for promotion to the position of Sergeant in the Hillsborough Police Department has been completed; and

**WHEREAS**, the highest rated candidate for the position was determined to be Corporal Karen Hoelzel; and

**WHEREAS**, Chief of Police Paul Kaminsky has recommended the appointment of Corporal Karen Hoelzel to the position of Sergeant effective January 1, 2010, at an annual salary of \$104,072.00 pursuant to the current P.B.A. Contract.

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the recommendation of Chief of Police Paul Kaminsky be and hereby is accepted and approved, and Corporal Karen Hoelzel shall be promoted to the position of Sergeant in the Hillsborough Police Department effective January 1, 2010.

Mayor DelCore said the promotion of Corporal Karen Hoelzel to Sergeant fills the vacancy resulting from Lt. Besser's promotion.

Mayor DelCore reported Sergeant Hoelzel competed in the rigorous Police Department promotional process for Sergeant, which includes a written examination and a promotional review board, and is the highest rated candidate.

Mayor DelCore reported Sergeant Hoelzel joined the Hillsborough Police Department in 1995, has served in the Investigative Division, and was appointed as Corporal in 2005. She holds a Master of Arts in Education and a Bachelor of Science.

Mayor DelCore reported Sergeant Hoelzel received numerous commendations and command citations for her performance in the service of our community, including her presentations to parents on drugs, gangs, and Township youth.

Mayor DelCore said Hillsborough is fortunate to have some extremely talented Police Officers and we are proud to have an Officer of the caliber of Sgt. Hoelzel to assume a leadership role within the Department.

Committeeman Ferrera and Deputy Mayor Wagner congratulated Sgt. Hoelzel.

Committeewoman McCauley also congratulated Sgt. Hoelzel and said she is the first female Sergeant in Hillsborough Township.

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

4. Resolution authorizing the hiring of Keri Marie Shutz as Police Officer in the Hillsborough Township Police Department, effective January 1, 2010.

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

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

**WHEREAS**, the Chief of Police recommends that Keri Marie Shutz be hired as Police Officer in the Police Department at an annual salary of \$47,240.00, effective January 1, 2010

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

Mayor DelCore said Keri Marie Schutz, a graduate of the Essex County Police Academy, has been determined to be a top candidate for Hillsborough Police Officer, as a result of a detailed examination process by the Police Department.

Mayor DelCore said Officer Schutz is a graduate of Seton Hall University with a degree in Criminal Justice and her appointment will fill an existing vacancy in the Police Officer ranks. Officer Schutz comes highly recommended by the Police Chief and we look forward to her excellent service to our community.

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

Committeeman Ferrera and Deputy Mayor Wagner welcomed and congratulated Officer Schutz.

Mayor DelCore and Committeeman Ferrera swore in Lieutenant Mark Besser, Sergeant Karen Hoebel and Police Officer Keri Marie Schutz.

Mayor DelCore congratulated Lt. Besser, Sergeant Hoebel and Police Officer Schutz.

Mayor DelCore said at this time we will move to public hearings.

## **PUBLIC HEARINGS**

**Ordinance 2009 – 41 Ordinance amending Chapter 188 (Development Regulations), Article V (Districts and Standards) of the Code of the Township of Hillsborough, County of Somerset, State of New Jersey, to amend the building height requirement in the LI, Light Industrial District.**

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

**Section 1.** Amend Chapter 188 of the Code of the Township of Hillsborough by revising Section 107.1 E(3)(b)(3) to read as follows:

(b) Maximums

(3) Building Height: three (3) stories or **sixty (60)** feet

**Section 2.** Severability. If any provisions of this ordinance shall be adjudged invalid, such adjudication shall not affect the validity of the remaining provisions, which shall be deemed severable there from.

**Section 3.** Effective Date. This ordinance shall take effect immediately upon passage and publication according to law.

Committeeman Suraci moved to open the public hearing on Ordinance 2009-41. Said motion was seconded by Committeewoman McCauley and carried unanimously upon call of the roll.

Mayor DelCore reported tonight, we have the final two suggested changes from our Working Group, which brings the total to 17 regulation changes, as part of the Hillsborough economic action plan. This ordinance sets height restrictions in the Light Industrial zone at 60 feet.

Mayor DelCore explained the height restriction is the same restriction that was in place in the General Industrial zone prior to its re-designation as a Light Industrial zone. The Light Industrial zone is a 360 acre area bordered by the CSX rail line and Route 206 and the Montgomery border and Raider Boulevard.

Mayor DelCore said Bob Ringelheim, the Township Planner, is with us tonight to further explain this change.

Mr. Ringelheim stated the LI District was created from a portion of the GI District which runs between, roughly, Rt. 206 and the railroad south of Raider Blvd. When it was the GI District the building height was 60 ft. and we changed it to 40 ft. When it became the LI District further information came that there were actually buildings that existed that were exceeding the 40 foot height restriction and the recommended height has been changed back to 60 ft.

Committeeman Suraci moved to close the public hearing on Ordinance 2009-41. Said motion was seconded by Deputy Mayor Wagner and carried unanimously upon call of the roll.

Committeeman Suraci moved to adopt Ordinance 2009-41. Said motion was seconded by Committeewoman McCauley and carried unanimously upon call of the roll.

**Ordinance 2009 – 42 Ordinance amending Chapter 188 (Development Regulations), Article V (Districts and Standards) of the code of the Township of Hillsborough, County of Somerset, State of New Jersey, to amend the permitted and conditional uses in the I-1, I-2, I-3 and GI Districts in order to allow indoor recreation facilities, medical offices and veterinary hospitals, retail sales of goods and services in conjunction with on-site manufacturer and fiduciary institutions as principal permitted uses while deleting all uses directly associated with the ED District and to allow retain sales of goods and services in conjunction with on-site manufacturer and fiduciary institutions as permitted uses in the LI District.**

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

**Section 1.** Amend Chapter 188 of the Code of the Township of Hillsborough by revising Section 106 B to include the following principal permitted uses:

- (9) Indoor recreation facilities.
- (10) Medical offices and veterinary hospitals.
- (11) Retail sales of goods and services limited to products manufactured by that company, such as a service center for office computers or copying machines, or the retail sale of secondhand, damaged or rejected products produced by the company, such as an outlet store, and which shall not exceed five percent (5%) of the gross floor area.
- (12) Fiduciary institutions.

**Section 2.** Amend Chapter 188 of the Code of the Township of Hillsborough by deleting Section 106 D(3).

**Section 3.** Amend Chapter 188 of the Code of the Township of Hillsborough by deleting Section 107 B(8).

**Section 4.** Amend Chapter 188 of the Code of the Township of Hillsborough by revising Section 107 B to include the following principal permitted uses:

- (10) Indoor recreation facilities.
- (11) Medical offices and veterinary hospitals.
- (12) Retail sales of goods and services limited to products manufactured by that company, such as a service center for office computers or copying machines, or the retail sale of secondhand, damaged or rejected products produced by the company, such as an outlet store, and which shall not exceed five percent (5%) of the gross floor area.
- (13) Fiduciary institutions.

**Section 5.** Amend Chapter 88 of the Code of the Township of Hillsborough by revising Section 107.1 B to include the following principal permitted uses:

- (19) Retail sales of goods and services limited to products manufactured by that company, such as a service center for office computers or copying machines, or the retail sale of secondhand, damaged or rejected products produced by the company, such as an outlet store, and which shall not exceed five percent (5%) of the gross floor area.
- (20) Fiduciary institutions.

**Section 6.** Severability. If any provisions of this ordinance shall be adjudged invalid, such adjudication shall not affect the validity of the remaining provisions, which shall be deemed severable there from.

**Section 7.** Effective Date. This ordinance shall take effect immediately upon passage and publication according to law.

Committeeman Ferrera moved to open the public hearing on Ordinance 2009-42. Said motion was seconded by Committeewoman McCauley and carried unanimously upon call of the roll.

Mayor DelCore said Ordinance 42 is also recommended by the Working Group and is designed to create greater opportunity for business development in the various industrial zones.

Mayor DelCore said the change will allow industrial zone buildings to permit indoor recreation, medical offices, veterinary hospitals, retail sales made on site, and financial institutions, without having to go through the time and expense of seeking zoning board of adjustment hearing. This change should allow for a greater range of potential tenants for various buildings and encourage economic development in our community and again, impacts industrial and commercial areas, not residential neighborhoods.

The Mayor said Mr. Ringelheim again has further explanatory information.

Mr. Ringelheim said currently the I1, I2, I3 and GI Districts permit ED District uses as conditional uses, and in that case the use would have to meet the 50 acre minimum lot size requirement. Mr. Ringelheim did a brief survey of all the zones and there may be one lot which would comply. Since compliance is basically non-existent, it was recommended we delete the reference to the ED District requirements and instead take some of the permitted uses in the ED District and make them permitted in the I1, I2, I3 and GI Districts subject to the respective zone district requirements.

Committeewoman McCauley said this ordinance change does create greater opportunity and flexibility for the uses of building and industrial zones. Committeewoman McCauley said it expands opportunities for new tenants, and surrounding businesses will benefit from people working at the sites. This will also bring in tax revenue and create jobs and overall, good for businesses in the Township.

Committeewoman McCauley thanked the Oversight Working Group Committee and said she is looking forward to their continued efforts.

Committeeman Suraci moved to close the public hearing on Ordinance 2009-42. Said motion was seconded by Committeewoman McCauley and carried unanimously upon call of the roll.

Deputy Mayor Wagner moved to adopt Ordinance 2009-42. Said motion was seconded by Committeeman Ferrera and carried unanimously upon call of the roll.

**Ordinance 2009 – 43 Ordinance repealing Section 188-173 of the Code of the Township of Hillsborough, titled “Architectural and Site Design Advisory Subcommittee.”**

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

Section 1. Section 188-173 of the Code of the Township of Hillsborough titled “Architectural and Site Design Advisory Subcommittee” is hereby repealed.

Section 2. Severability.

If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision and the remainder of this Ordinance shall be deemed valid and effective.

Section 3. Effective Date.

This Ordinance shall take effect as provided by law.

Committeewoman McCauley moved to open the public hearing on Ordinance 2009-43. Said motion was seconded by Committeeman Suraci and carried unanimously upon call of the roll.

Mayor DelCore said the Township Committee has begun the process of reviewing the numerous Board, Commissions, and Advisory Committees to determine where merging and streamlining can take place. We are looking for ways to consolidate and to bring greater efficiency.

The Mayor said while these committees are composed of appreciated citizen volunteers, there are always some costs associated with the staffing and /or preparation for the Committee meetings. Reduction and consolidation should result in some cost savings. This ordinance eliminates the Architectural Site Design Advisory subcommittee.

Mayor DelCore said presently, some applicants must go to the time and expense of appearing before this group prior to a Planning Board appearance, adding more bureaucracy and expense to a business attempting to become operational in Hillsborough.

Mayor DelCore said as he previously stated when this sub-committee was created several years ago during better economic times, having such a step in the process may have seemed appropriate.

Mayor DelCore explained this subcommittee now, however, seems a redundant and counter-productive step, given the economic circumstances, as the Planning Board can provide the site design oversight and even have a sub-committee, if it is absolutely necessary. Some have suggested that the elimination of this sub-committee will result in developers not following the proper guidelines. That is simply not the case because with or without the subcommittee, the site approval process does not change and developers must follow the regulations.

Mayor DelCore stated that the Architectural Committee has always been advisory to the Planning Board and had no authority – all site plan decisions are made under the law by the Planning Board. In this situation, the Planning Board will now have to be doubly vigilant in its site review work to ensure the proper architectural integrity and businesses are saved an added expense as they try to create economic and job growth in Hillsborough.

Mayor DelCore thanked those who have served on this committee.

Paul Drake, Balmoral Court, and Marian Fenwick, Silverlode Court, spoke about why they do not believe the Architectural Site Design Advisory subcommittee should be eliminated.

Ms. Fenwick asked that this ordinance be tabled.

Committeewoman McCauley moved to close the public hearing on Ordinance 2009-43. Said motion was seconded by Committeeman Suraci and carried unanimously upon call of the roll.

Mayor DelCore said he appreciates the passion of Mr. Drake and Ms. Fenwick. Mayor DelCore said he believes there are means to complete the same process and this does not change the site design standards it eliminates a step of who will review them.

Committeewoman McCauley said she also appreciates the passion of Mr. Drake and Ms. Fenwick. The Committeewoman said she was liaison to this subcommittee for the past year and there was not a lot of activity.

Committeewoman McCauley said she is concerned about how the Township looks and she believes the Planning Board will continue to maintain the proper architectural integrity. Committeeman Ferrera agreed and said other commissions in the future might be consolidated as well.

Mayor DelCore said the purpose here is to try and eliminate a step in the process and the architectural design will still be reviewed.

Deputy Mayor Wagner said he understands eliminating the steps but, asked if it is a necessary step to remove this. He said he wants to make sure that we are not eliminating something because we think it is a duplication of a process.

Committeeman Suraci said it is not an elimination of the architectural and site design standards. At the time when those standards were adopted we had no experience with them. He believes this advisory committee provided some help to businesses and developers to go through that process. Committeeman Suraci said over the last few years we have gained experience and he suggested that perhaps we can create a subcommittee at the Planning Board to take an advanced look and provide a report back without having to bring in an applicant and their professionals, or maybe our Business Advocate can provide some assistance to those applicants. Committeeman Suraci said this is not diminishing what the Advisory Committee has done.

Deputy Mayor Wagner said from a business perspective he understands the importance of eliminating duplications in the work environment which relates to cost and overall efficiency. Deputy Mayor Wagner said he understands not having the experience in the past and now gaining that experience, however, he said he is not overly familiar with design and might not catch some of the things that may come up from the Planning Board, and he motioned to table this ordinance and re-consider it at a later date.

Mr. Davis stated the following options; the public hearing was opened and then closed; the ordinance is now in a position to be adopted, if you do not vote to adopt it, because it is the end of the year, it dies and would have to start afresh in the new year with an introduction,

publication, then a second public hearing and an adoption vote. If this is tabled the same options apply.

Mayor DelCore said there is a motion on the table. Mr. Davis explained that a motion to table needs a second and if it doesn't have a second it is not a motion.

Mayor DelCore asked for a motion to adopt.

Committeewoman McCauley moved to adopt Ordinance 2009-43. Said motion was seconded by Committeeman Ferrera and carried upon call of the roll.

Yes – Ferrera, McCauley, Suraci, DelCore

No - Wagner

**Ordinance 2009 -44 Ordinance to amend an Ordinance entitled “Salary Range Ordinance” setting forth the salary ranges for the classifications set forth in said Ordinance.**

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

Section 1: That the Salary range ordinance, shall be amended as follows:

<u>GRADE</u>	<u>CLASSIFICATION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
<b>Administrators Office</b>			
	Committeepersons	3,500	4,000
6	Township Administrator	75,000	128,000
	Computer Support Manager/Technician	41,000	89,000
	Part-Time Assistant/Information Technology	11.00/Hr.	28.00/Hr.
	Assistant to the Administrator	35,000	61,000
13	Secretary to Administrator	31,000	61,000
	Secretary/ Clerk Class I	29,000	58,000
	Business Advocate	15,000	66,500
<b><u>Building Department</u></b>			
8	Director Building Department	47,000	105,500
8	Construction Official	47,000	105,500
10	Building Sub Code Official	46,544	96,500
11	Fire Sub Code Official	43,137	90,000
11	Assistant Sub Code Official	43,137	90,000
11	Plumbing Sub Code Official	43,137	90,000
11	Electric Sub Code Official	43,137	90,000
12	Building Inspector	40,224	84,000
12	Plumbing Inspector	40,224	84,000
II	Control Person	30,910	60,000
II	Assistant Control Person	30,910	60,000
	Part time Inspectors-Building Department	25.00/Hr.	39.00/Hr.
	Part time Assistants-Building Department	12.00/Hr.	22.00/Hr.
<b><u>Fire Safety Bureau</u></b>			
	Fire Official	43,137	90,000
12	Fire Inspector	40,224	84,000
II	Secretary to the Fire Official	30,910	60,000
<b><u>Municipal Court</u></b>			
10	Court Administrator	46,544	96,500
I	Deputy Court Administrator	32,759	63,000

I	Deputy Court Administrator/Violations Clerk	32,759	63,000
II	Clerk in Court	30,910	60,000
	Municipal Judge	18,000	61,000
	Public Defender	1,000	16,650
<b><u>Township Clerk</u></b>			
9	Township Clerk	20,000	90,000
12	Deputy Clerk	40,224	65,000
13	Asst. to Municipal Clerk	31,000	61,000
II	Receptionist	30,910	60,000
	Part-Time Receptionist	14.85/Hr.	26.00/Hr.
<b><u>Engineering Department</u></b>			
7	Township Engineer	10,000	122,000
10	Assistant Engineer/Survey	46,544	96,500
10	Assistant Engineer	46,544	96,500
11	Assistant to Township Engineer	43,137	90,000
11	Sr. Engineering Aide/Inspector	43,137	90,000
12	Engineering Aide	40,224	84,000
II	Secretary	30,910	60,000
II	Clerk	30,910	60,000
<b><u>Health Department</u></b>			
	Health Officer	70,000	122,000
	Deputy Health Officer	45,000	89,000
12	Registered Environmental Health Specialist	40,224	84,000
I	Social Services/Environmental Health Aid	32,759	63,000
	Health Educator	32,759	63,000
II	Secretary	30,910	60,000
	Millstone Health Liaison	2,000	6,000
	Recycling Coordinator	2,000	6,000
	Assistant Recycling Coordinator	1,000	5,000
	Registrar	1,000	4,000
<b><u>Police Department</u></b>			
	Police Chief	110,000	164,500
	Police Captain	100,000	153,000
	Police Lieutenant	95,000	147,500
	Police Sergeant	91,000	108,495
	Police Corporal	83,000	98,632
	Police Officer	37,797	93,935
13	Police Chief Secretary	31,000	61,000
II	Civilian Police Specialist	30,910	60,000
II	Secretary	30,910	60,000
II	Clerk	30,910	60,000
	Dispatcher	39,700	55,000
	Municipal Prosecutor	10,000	55,500
	Special Officers	12.00/Hr.	28.00/Hr.
	Crossing Guards	10.00/Hr.	22.00/Hr.
<b><u>Public Works Department</u></b>			
8	Director Public Works	47,000	105,500
9	Deputy Director of Public Works	45,000	105,500
10	Supervisor of Public Works	46,544	96,500
11	Assistant Supervisor	43,137	90,000
	Equipment Operator/Mechanic	42,000	66,500
	Public Works Worker 1-4	30,000	56,000
II	Secretary	30,910	60,000
	Safety Director	2,000	6,000
	Clean Communities Coordinator	2,000	6,000
<b><u>Tax Assessor Department</u></b>			
9	Tax Assessor	45,000	105,500
	Deputy Assessor	41,000	89,000

	Deputy Assessor-Commercial-Part-time	15,000	27,750
12	Assessment Clerk/Field Rep	40,224	83,750
12	Field Inspector	40,224	83,750
I	Clerk to Tax Assessor	32,759	63,000
II	Assistant Tax Assessor	30,910	60,000
II	Secretary	30,910	60,000

**Tax Collection/Treasurer Department**

7	CFO/Treasurer/Tax Collector	10,000	122,000
	Tax Collector	10,000	97,500
	Treasurer/CFO	10,000	97,500
	Director of Finance	10,000	97,500
10	Deputy Collector/Treasurer	46,544	96,500
10	Deputy Finance Officer	46,544	96,500
10	Deputy Tax Collector	46,544	96,500
I	Clerk to Tax/Finance	32,759	63,000
I	Bookkeeper	32,759	63,000

**Planning Department**

9	Township Planner	45,000	105,500
11	Assistant Planner/Zoning Officer	43,137	90,000
12	Zoning Officer	40,224	83,750
II	Secretary	30,910	60,000
II	Clerk	30,910	60,000

**Recreation Commission**

	Director, Parks and Recreation	55,000	105,500
9	Recreation Director	45,000	90,000
	Assistant Supervisor – Parks Maintenance	38,000	77,750
I	Assistant Recreation Director	32,759	63,000
II	Recreation Assistant	30,910	60,000
II	Secretary	30,910	60,000

**Part-Time Seasonal Employees:**

	Program Supervisor/Per Session	50.00/Session	300.00/Session
	Program Supervisor/Hourly	14.50/Hr.	25.00/Hr.
	Instructors	10.00/Hr.	30.00/Hr.
	Assistant Program Supervisor	10.00/Hr.	20.00/Hr.
	Counselors	6.50/Hr.	13.50/Hr.
	Umpires/Referees	25.00/Game	55.00/Game
	Scorekeepers	6.50/Hr.	13.50/Hr.

**Social Services**

10	Social Services Director	46,544	96,500
II	Senior Transportation Bus Driver	30,910	60,000
II	Secretary	30,910	60,000
	Senior Dance Instructor	25.00/Hr.	35.00/Hr.
	Senior Wellness Instructor	25.00/Hr.	35.00/Hr.
	Bus Driver	12.00/Hr.	22.00/Hr.
	Mr. Fix-It	12.00/Hr.	22.00/Hr.

**Part Time Support (Administrative)**

	Part time Assistants	12.00/Hr.	22.00/Hr.
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Section 2: This ordinance shall take effect upon its adoption, passage and publication according to law.

Committeeman Suraci moved to open the public hearing on Ordinance 2009-44. Said motion was seconded by Committeewoman McCauley and carried unanimously upon call of the roll.

Mayor DelCore said this ordinance establishes the salary ranges necessary to accommodate salaries established over the next few years by public employee contracts and for non-union employee positions. The ordinance does not provide actual salaries or any salary increases for individuals or positions, it only sets the ranges for positions.

Committeeman Suraci moved to close the public hearing on Ordinance 2009-44. Said motion was seconded by Committeewoman McCauley and carried unanimously upon call of the roll.

Committeeman Suaci moved to adopt Ordinance 2009-44. Said motion was seconded by Deputy Mayor Wagner and carried unanimously upon call of the roll.

**Ordinance 2009 – 45 Ordinance amending Section 200-2 of the Code of the Township of Hillsborough titled “Prohibitions” by adding a new subsection, Section 200-2(C), and repeals Section 221-6 of the Code of the Township of Hillsborough, titled “Drugs or Narcotics; Alcoholic Beverages” and replaces it with a new Section 221-6 titled “Drugs or Narcotics; Alcoholic Beverages.”**

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

Section 1. Section 200-2 of the Code of the Township of Hillsborough titled “Prohibitions” is hereby amended by adding a new Section 200-2(C) as follows:

- C. A person who is intoxicated may be assisted to their residence or to an intoxication treatment or other facility by a Township Police Officer consistent with the requirements contained in N.J.S.A. 26:2B-16, a portion of the New Jersey Alcoholism Treatment and Rehabilitation Act, and shall not be charged with a violation of the Code of the Township of Hillsborough.

Section 2. Section 221-6 of the Code of the Township of Hillsborough titled “Drugs or Narcotics; Alcoholic Beverages” is hereby repealed and replaced with a new Section 221-6 titled “Drugs or Narcotics; Alcoholic Beverages” as follows:

§221-6 Drugs or narcotics; alcoholic beverages.

- A. At no time will drugs or narcotics or alcoholic beverages be allowed in the parks.
- B. Any person violating Section 221-6A shall upon conviction thereof be penalized as provided in Section 1-15 of the Code of the Township of Hillsborough.
- C. No person shall be under the influence of drugs or narcotics or alcoholic beverages in the parks.
- D. A person found to be guilty of being under the influence of drugs or narcotics in the parks shall be penalized as provided in Section 1-15 of the Code of the Township of Hillsborough.

- E. A person who is intoxicated in a park may be assisted to their residence or to an intoxication treatment or other facility by a Township Police Officer consistent with the requirements contained in N.J.S.A. 26:2B-16, a portion of the New Jersey Alcoholism Treatment and Rehabilitation Act, and shall not be charged with a violation of the Code of the Township of Hillsborough.

Section 3. Severability.

If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision and the remainder of this Ordinance shall be deemed valid

and effective.

Section 4. Effective Date.

This Ordinance shall take effect as provided by law.

Committeeman Suraci moved to open the public hearing on Ordinance 2009-45. Said motion was seconded by Committeewoman McCauley and carried unanimously upon call of the roll.

Mayor DelCore said this ordinance brings the Township's code into compliance with state law regarding persons who are intoxicated in public. The New Jersey Alcoholism Treatment and Rehabilitation Act requires that persons who are determined to be intoxicated in public should be assisted by the Police Department to their residence or to a treatment center.

Mayor DelCore said the ordinance further re-enforces that drugs and alcoholic beverages are prohibited in Township parks and that persons under the influence are not permitted in public parks. This change is recommended by the Township's insurance liability fund, endorsed by the New Jersey League of Municipalities, and has been approved by the Police Department.

Committeeman Suraci moved to close the public hearing on Ordinance 2009-45. Said motion was seconded by Committeeman Ferrera and carried unanimously upon call of the roll.

Committeeman Ferrera moved to adopt Ordinance 2009-45. Said motion was seconded by Committeeman Suraci and carried unanimously upon call of the roll.

**Ordinance 2009 – 46 Ordinance appropriating certain monies held by the Township of Hillsborough, County of Somerset, State of New Jersey, for the purchase of various public safety Capital Improvements in the amount of \$72,500.00 in and for the Township of Hillsborough.**

**WHEREAS**, there are funds available in the Hillsborough Township Capital Improvement Fund in the amount of \$72,500.00 and

**WHEREAS**, the Hillsborough Township Committee has determined there is a public safety need to appropriate the aforesaid Capital funds, recommended as priorities by the Capital Planning Committee, for the following purposes and amounts:

1.	Five (5) Mobile Vision Cameras	55,000.00
2.	Three (3) Defibrillators for EMS Vehicles	7,500.00
3.	Safety Equipment for Rescue Vehicle	10,000.00
		<hr/>
		72,500.00
		<hr/>

**NOW THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the aforementioned sums are hereby appropriated.

This ordinance shall take effect upon final adoption and publication according to law.

Deputy Mayor Wagner moved to open the public hearing on Ordinance 2009-46. Said motion was seconded by Committeeman Suraci and carried unanimously upon call of the roll.

Mayor DelCore stated that this ordinance appropriates funds from the Capital Improvement fund for public safety equipment, we are advised is needed for continued effective operations in the Police Department and the Rescue Squad.

Mayor DelCore said the Police Department must replace the mobile video recorders or MVR's in police vehicles, due to the fact that most of the units have reached their expected service life, are no longer covered under warranty, and are ineligible for extended coverage because of age. Like all Hillsborough Departments, the Police Department attempts to stretch the life of all equipment in order to save tax dollars, but we are advised that the MVR's have reached their end point.

Mayor DelCore explained the MVR's provide audio and visual recording of police contacts from the police vehicle and are an effective tool in investigations and prosecutions of criminal offenses and traffic violations. They also assist with any citizen complaints of Police actions and internal affairs investigations.

Mayor DelCore said the MVR units were rated a high priority by the Capital Planning Committee earlier this year. The \$55,000 in capital funding allocated by this ordinance provides for the purchase of five of the needed 18 units. This will be an on-going process.

Mayor DelCore reported another high priority rating designated by the Capital Planning Committee was additional life saving defibrillators for EMS vehicles for the Rescue Squad. The \$7500 allocation in capital funding will provide funding for three new defibrillators to replace three that have been taken out of service because with age they become ineffective.

Mayor DelCore reported a \$10,000 allocation in capital funding is made to provide for the purchase of five scott air tanks for inclusion with the Rescue Vehicle. The air tanks are used to protect responding emergency personnel in life threatening situations where smoke inhalation may interfere with response.

Mayor DelCore said these types of equipment allocations are a necessary part of municipal public safety and emergency response functions and are critical for our public safety and volunteer EMS personnel to effectively do their jobs in protecting residents.

Committeeman Ferrera said these are critical components to both the police and rescue and we should move forward with this.

Committeeman Ferrera moved to close the public hearing on Ordinance 2009-46. Said motion was seconded by Committeeman Suraci and carried unanimously upon call of the roll.

Committeeman Ferrera moved to adopt Ordinance 2009-46. Said motion was seconded by Deputy Mayor Wagner and carried unanimously upon call of the roll.

**Ordinance 2009 - 47 Ordinance authorizing the Township of Hillsborough to accept a Sanitary Sewer Easement from the Glen-Gery Corporation.**

**WHEREAS**, the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, wishes to accept a Sanitary Sewer Easement conveyed to the Township by the Glen-Gery Corporation for a portion of Lot 9 in Block 182 as shown on the Tax Map of the Township of Hillsborough; and

**WHEREAS**, the purpose of this conveyance is for the construction of a force sanitary sewer main servicing the Claremont Area of the Township; and

**WHEREAS**, because the Claremont Area Sanitary Sewer Extension serves the public health, safety and welfare, the Glen-Gery Corporation agreed to donate the Sanitary Sewer Easement at no cost to the Township; and

**WHEREAS**, the Township Attorney for the Township of Hillsborough reviewed the Sanitary Sewer Easement in the form attached and finds it acceptable in all respects.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby authorizes acceptance of the Sanitary Sewer Easement attached hereto and directs its appropriate officials to execute and file such documents as may be necessary.

This Ordinance shall take effect upon adoption and publication according to law.

Committeeman Suraci moved to open the public hearing on Ordinance 2009-47. Said motion was seconded by Committeewoman McCauley and carried unanimously upon call of the roll.

Mayor DelCore stated when this ordinance was introduced the Glen Gery Corporation has donated an easement area on their property for access by the Claremont sewer line. The Claremont line is projected to traverse Hamilton Road and cross the Glen Gery property, in order to connect to the MUA's main sewer line. The Township appreciates Glen Gery's cooperation in providing the easement at no cost which in turn creates a cost savings for the Claremont residents who will be paying for the sewer project through a special assessment at no cost to the taxpayers.

Committeeman Suraci moved to close the public hearing on Ordinance 2009-47. Said motion was seconded by Committeewoman McCauley and carried unanimously upon call of the roll.

Committeeman Suraci moved to adopt Ordinance 2009-47. Said motion was seconded by Deputy Mayor Wagner and carried unanimously upon call of the roll.

### INTRODUCTION OF NEW ORDINANCES

- None at this time.

### CONSIDERATIONS

Mayor DelCore offered the following resolution:

1. Resolution re-appointing Gene Strupinsky as Business Advocate, effective January 1, 2010.
2. Resolution authorizing the promotion of Sergeant Mark Besser to Lieutenant in the Hillsborough Township Police Department, effective January 1, 2010.
3. Resolution authorizing the promotion of Corporal Karen Hoebel to Sergeant in the Hillsborough Township Police Department, effective January 1, 2010.
4. Resolution authorizing the hiring of Keri Marie Shutz as Police Officer in the Hillsborough Township Police Department, effective January 1, 2010.

(considered earlier in the evening)

5. Resolution approving 2009 Budget Transfers.

**WHEREAS**, N.J.S.A. 40A:4-58 allows for appropriation transfers during the last 2 months of a budget fiscal year when there is a need for these transfers; and

**WHEREAS**, there is a need to do appropriation transfers between appropriations in the 2009 Municipal Budget;

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Hillsborough that the Chief Finance Officer be authorized to make transfers between the following appropriations in the 2009 Budget:

TO: Information Technology OE 709 20,000.00

	Zoning/Board of Adjustment	OE	721	7,500.00
	Police	OE	745	64,000.00
	Buildings & Grounds	OE	772	20,000.00
	Capital Contracts	OE	866	10,000.00
				<b>121,500.00</b>
FROM:	Information Technology	S&W	709	20,000.00
	Planning Board	OE	720	7,500.00
	Buildings & Grounds	S&W	772	20,000.00
	Gasoline	OE	833	37,000.00
	Diesel	OE	834	37,000.00
				<b><u>121,500.00</u></b>

Mayor DelCore said at the end of the year, when total expenditures are known, there is an opportunity to transfer funds from budget areas where Departments have done a good job in saving funds to other areas that have expenditure needs that are important, but can only occur if there is budget savings elsewhere.

Mayor DelCore congratulated the Department Heads and Finance Committee members Suraci and McCauley for the work done in this tough budget year to maintain budget accounts, find savings, and ensure that services were delivered.

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

6. Resolution authorizing the purchase of four (4) marked police vehicles, through the Cranford Police Cooperative Pricing System at a price not to exceed \$126,101.00.

**WHEREAS**, there is a need to purchase four (4) marked police vehicles, through the Cranford Police Cooperative Pricing System, for the Police Department in the Township of Hillsborough, County of Somerset, as part of the continuing Vehicle Replacement Program; and

**WHEREAS**, the Chief of Police and Township Administrator/Clerk recommend purchasing these vehicles through the Cranford Police Cooperative Pricing System, in an amount not to exceed \$126,101.00; and

**WHEREAS**, funds are available as evidenced 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 Township Administrator/Clerk is hereby authorized and directed to issue a Purchase Order in an amount not to exceed \$126,101.00.

Mayor DelCore said The Police Vehicle Replacement program implemented six years ago has had a positive and successful impact on maintaining the marked vehicle fleet.

Mayor DelCore explained by phasing in the purchase of vehicles annually, Police Officers can be assured of safety on the road-way, vehicle maintenance costs are reduced, as the mechanics are not coaxing a few more miles from aged vehicles, and the public is better protected.

Mayor DelCore said three vehicles will replace three older vehicles, two of which will be auctioned and one of which will be kept at the garage to provide mechanical and body spare parts for other vehicles as needed. The fourth vehicle will replace a police vehicle that was taken out of service several years ago because of damage and was never replaced.

Mayor DelCore said the Cranford Cooperative Pricing system is a shared service where vehicles are bid in bulk to obtain the best price per vehicle. This results in cost savings for the various municipalities that participate in the system, rather than purchase vehicles on their own.

Committeeman Ferrera said this administration has really put this system in place and he believes this has been a successful program in keeping our officers safe.

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

7. Resolution establishing the annual salaries and wages of Municipal Employees.

**BE IT RESOLVED**, by the Township Committee of the Township of Hillsborough that the annual salaries of the following employees are listed below, effective to January 1, 2009, unless otherwise specified.

<b>Name</b>	<b>Position</b>	<b>Salary</b>	
Belanger, Thomas	Asst Engineer	88,324.75	Effective 1/1/10
Belnay, Glen	Health Officer	113,203.00	
Blaney, Debra	Tax Assessor	82,898.00	
	Commercial Assessment	13,304.00	
	Stipend		
Borngesser, Dianne	Assistant to Administrator	51,419.00	
Bush, Lucia	Admin. Secretary to Police Chief	52,811.00	
Crossen, April	Clerk to Treasurer/Tax Collector	44,208.44	Effective 1/1/10
Crossen, John	Asst Parks Supervisor	62,853.00	
Davenport, Daniel	Asst Public Works Supervisor	62,853.00	
Davis, Kevin	Administrator/Township Clerk/ Qualified Purchasing Agent	137,771.00	
Fiedler, John	Construction Official	82,800.00	<sup>1</sup> Effective
		85,000.00 <sup>1</sup>	12/15/09
Geary, William	Lieutenant	125,887.00	Effective 1/1/10

Haberle, Nancy	Chief Finance Officer	82,898.00	<sup>1</sup> Effective 6/1/09
	Chief Finance Officer/Tax Collector	92,213.00 <sup>1</sup>	
Haurey, James	Systems Administrator	80,154.00	
Huxley, Jeff	Public Works Supervisor	73,637.00	
Kaminsky, Paul A.	Chief of Police	142,758.00	Effective 1/1/10
Kubisch, Victor H.	Lieutenant	125,887.00	Effective 1/1/10
Marshall, Rebecca	Zoning Officer/Asst. Planner	50,533.88	Effective 1/1/10
Merkler, Paul	Captain	135,041.00	Effective 1/1/10
Melville, Dale	Deputy Treasurer	48,173.04	Effective 7/29/09
Mozgai, Francis	Lieutenant	125,887.00	Effective 1/1/10
Neidlinger, William	Asst Public Works Supervisor	67,194.00	
Ormosi, Tamas	Social Services Director	54,660.00	
Ostrowski, Linda	Assessment Clerk/Field Rep.	44,565.27	Effective 1/1/10
Padgett, Debora	Clerk to Planning/Bd. Of Adjust.	37,183.95	Effective 1/1/10
Powell, Darren	Lieutenant	125,887.00	Effective 1/1/10
Radano, William	Deputy Tax Assessor	56,355.00	
Resavy, Richard	Director/Parks & Recreation	85,513.00	
Ringelheim, Robert	Planning Director	95,421.00	
Sixt, Buck	Director of Public Works	97,389.00	
Skobo, Brianne	Deputy Clerk/Communications Director	48,741.00	
Skobo, Ron	Director of Building Department	81,500.00	
Spano - Klimko, Siobhan	Deputy Health Officer/Educator	75,473.00	
Strothers, Lisa	Secretary to the Administrator/Clerk	39,635.00	
Strupinsky, Gene	Business Advocate	51,750.00	Effective 1/14/09
Zelasko, Lori	Court Administrator	71,237.00	

Mayor DelCore said this resolution establishes salaries for 2009 for Department Heads, DPW Supervisors, and non-union employees, and for 2010 for Police Superior Officers and white collar union employees who have gained merit awards for exceptional performance.

The salary adjustments reflect the adjustments in the comparable bargaining unit agreements.

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

8. Resolution re-appointing Maria Rodriguez as a Part Time Violations Clerk in the Municipal Court Office effective January 1, 2010 at a rate of \$14.50 per hour, not to exceed twenty-nine (29) hours per week.

**WHEREAS**, Maria Rodriguez was appointed to fill a vacancy in the position of Part-Time Court Violations Clerk in the Municipal Court Office due to the retirement of Barbara A. Csepei for the period of November 12, 2009 to December 31, 2009; and

**WHEREAS**, the Court Administrator recommends the re-appointment of Maria Rodriguez to the position of Part-Time Court Violations Clerk not to exceed twenty-nine (29) hours, effective January 1, 2010, at a rate of \$14.50 per hour.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the recommendation of the Court Administrator is hereby accepted and approved, and Maria Rodriguez be re-appointed to the position of Part-Time Court Violations Clerk not to exceed twenty-nine (29) hours per week, effective January 1, 2010, at a rate of \$14.50 per hour.

Mayor DelCore said in November, Ms. Rodriguez was hired to fill a vacancy in the court office, as a part time assistant until the end of the year. The Court Administrator has recommended that she be continued in that position.

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

9. Resolution authorizing the purchase of two (2) 2011 Ford F250 pick-up trucks with the snow plow package, through the Morris County Co-Op Contract #15-C Item 5B, from Ditchman/Flemington Ford, at a price not to exceed \$52,648.00, replacing two (2) 1988 Ford F350 trucks.

**WHEREAS**, there is a need to purchase two (2) Ford F250 Pick-Up Trucks for the Department of Public Works in the Township of Hillsborough, to replace two (2) 1988 Ford F350 trucks; and

**WHEREAS**, the Director of Public Works and Township Administrator/Clerk recommend purchasing, through Morris County Co-Op Contract #15-C Item 5B, these vehicles from Ditchman/Flemington Ford, in the amount of \$52,648.00 for two (2) vehicles with the snow plow package; and

**WHEREAS**, funds are available as evidenced by the Chief Finance Officer's Certification 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 Township Administrator/Clerk is hereby authorized and directed to forward a Purchase Order as follows:

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<b>Morris County Co-Op</b>			
<b>Contract Vendor</b>	<b>Contract Number</b>	<b>Purpose</b>	<b>Total Cost</b>
Ditchman/Flemington Ford	#15-C Item 5B	(2) 2008 Ford F250 Pick-Up Trucks w/ Snow Plow Package	\$52,648.00

Mayor DelCore said earlier when we discussed the mobile video recorders, he spoke about the Police Department stretching the life of equipment in order to save tax dollars. The Mayor said he believes it is well known that no Department of local government anywhere in New Jersey stretches the life of equipment like Hillsborough's Public Works Department. The Department Director, Buck Sixt, has carefully managed the Department's budget funds this year and has saved funds sufficient to replace two 1988, let me repeat that so you know it is not a mistake, two 1988 Ford 350's, with two 2011 Ford 250's, with plowing equipment.

Mayor DelCore said having safe operating equipment available to move snow, and do all the other assignments given to DPW, is vitally important to the men operating the equipment, to our residents, and for effective operations. The Morris County Co-op is another bulk bidding entity and shared service in which Hillsborough participates, in order to gain the lowest cost possible for vehicle purchases.

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

10. Resolution authorizing the execution of Professional Services Contracts to MGM Associated and Robert McNeely Vance & Company for appraisal services for Anri, Inc., Block 201, Lot 7, Willow Road.

**WHEREAS**, there exists a need for appraisal services in connection with the potential acquisition of Anri, Inc., Block 201, Lot 7; and

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

**WHEREAS**, six (6) quotes were received as follows:

- |                                   |            |
|-----------------------------------|------------|
| 1. MGM Associates                 | \$1,900.00 |
| 2. Robert McNeely Vance & Company | \$2,450.00 |
| 3. Sterling DiSanto & Associates  | \$2,500.00 |
| 4. Valuation Consultants, Inc.    | \$2,600.00 |
| 5. Joseph L. Mazotas              | \$3,175.00 |

6. Eugene J. Flaherty Real Estate Consultants \$5,500.00

**WHEREAS**, the Township Committee has decided to award contracts for Professional Services to MGM Associates and Robert McNeely Vance & Company to perform appraisal services in an amount not to exceed \$1,900.00 and \$2,450.00 respectively; and

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

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bid 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. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)a of the Local Public Contracts Law because these services will be performed by a person 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.
2. **The Mayor and 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.**

A notice of this action shall be printed once in the official Township newspaper

Mayor DelCore said preserving farmland from development is a continuing process here in Hillsborough. This 17 acre property on Willow road has been recommended for preservation by the Open Space Committee. Gaining a property appraisal is an important first step in the preservation process. Two appraisals are required in order to participate in any of the federal, state, or county preservation funding programs.

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

11. Resolution authorizing the execution of a "Non Fair and Open" contract with Larimore Associates for Maintenance of Police Department Software, as recommended by the Chief of Police, in an amount not to exceed \$18,279.00.

**WHEREAS**, there exists a need for maintenance of software in the Police Department for the year 2010; and

**WHEREAS**, Larimore Associates provided software maintenance in the Police Department in 2009; and

**WHEREAS**, the Township Committee has decided to award a "Non Fair and Open" contract to Larimore Associates to perform maintenance of Police Department software in an amount not to exceed \$18,279.00 for 2010 pursuant to their proposal dated December 4, 2009 and the recommendation of the Police Chief; and

**WHEREAS**, the amount of the contract is below the Township of Hillsborough's bid threshold of \$29,000 and is therefore not required to publicly bid for this service (N.J.S.A. 40A:11-3 and 11-9); and

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

**WHEREAS**, Larimore Associates is required to submit a Political Contribution Disclosure form.

**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 action of the Township Administrator/Clerk to authorize and execute the agreement with Larimore Associates for maintenance of Police Department software.
2. This contract is awarded without competitive bidding as a "Non Fair & Open Contract".
3. The Mayor and Township Administrator/Clerk are hereby authorized to execute the Township's standard form of agreement for "Goods and Services" and any modifications thereto and related constituent documents as may be found acceptable by the Township Committee.

Mayor DelCore said this is an annual renewal of the maintenance agreement for the Police Department's software. It is recommended by the Police Chief and the cost is the same for the past two years.

Committeeman Ferrera said as we continue to stay ahead of technology, not only is it a maintenance contract that saves us money but also protects the software.

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

12. Resolution authorizing the Township of Hillsborough to enter into an agreement with the State of New Jersey for the installation of a traffic signal at the intersection Route US 206 Bypass and Amwell Road in the Township of Hillsborough and to authorize the Mayor and Township Administrator/Clerk to execute the agreement on behalf of the Township.

**WHEREAS**, a traffic condition exists at the intersection of Route US 206 Bypass and Amwell Road, in the Township of Hillsborough, Somerset County which requires the installation and operation of a semi-actuated traffic control with pedestrian push buttons and areas of presence detection in order to minimize the possibility of accidents; and

**WHEREAS**, it is necessary to expedite the safe movement and conduct of pedestrian and vehicular traffic; and

**WHEREAS**, the State of New Jersey has indicated its willingness to install a traffic control signal at said intersection; and; and

**WHEREAS**, the State of New Jersey has proposed a form of agreement, pertaining to the maintenance of said traffic control signal.

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

1. That the Mayor and Township Administrator/Clerk are hereby authorized to enter into an agreement with the State of New Jersey for the purpose aforesaid, a copy of said agreement being attached hereto and made part hereof.
2. That five (5) certified copies of this resolution shall be transmitted to the State of New Jersey together with the five (5) original agreements and five (5) original signed and sealed acknowledgement forms.

Mayor DelCore said the construction of phase 1 of the 206 by-pass will be imminently starting. This agreement will allow Hillsborough Police Officers to act as traffic safety directors for the traffic signal construction where the by-pass will connect with Amwell Road. Somerset County will be responsible for the electric costs associated with this traffic light, as it is an intersection of the state highway and a county road.

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

13. Resolution authorizing the Township Administrator/Clerk to execute Professional Services Contracts with Valuation Consultants, Inc. and Sterling Disanto & Associates for providing updated appraisals for Block 201, Lot 8 and Block 202, Lots 7 & 11, Van Nuys Farm.

**WHEREAS**, there exists a need for updated appraisals of Block 201, Lot 8 and Block 202, Lots 7 and 11; and

**WHEREAS**, the US Farm and Ranchlands Program require that appraisals and certified value be within a year of the closing; and

**WHEREAS**, the Township Administrator/Clerk is authorized to execute a Professional Services Contract with Valuation Consultants, Inc. and Sterling DiSanto & Associates to perform appraisal services of Block 201, Lot 8 and Block 202, Lots 7 and 11 in an amount not to exceed \$3,000 respectively; and

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

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bid 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 action of the Township Administrator/Clerk is hereby ratified and confirmed.
2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)a of the Local Public Contracts Law because these services will be performed by a person 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 Administrator/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 reported that the Township is approved to receive \$1.7 million in federal grant funds to help with the preservation of the Van Nuys farm. The federal government requires that property appraisals be no older than one year and since the Van Nuys appraisals were performed in 2008, the appraisals must be updated.

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

14. Resolution authorizing the execution of a contract to Community Grants, Planning & Housing for Affordable Housing Administrative Services for Hillsborough Point in an amount not to exceed \$5,700.00.

**WHEREAS**, there exist a need for Affordable Housing Administrative Services for Hillsborough Point; and

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

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

- |   |             |
|---|-------------|
| 1. Community Grants, Planning & Housing | \$5,700.00  |
| 2. Piazza & Associates                  | \$7,500.00  |
| 3. Rehabco, Inc.                        | \$12,000.00 |

**WHEREAS**, the Township Planner has recommended that the Township enter into an agreement with Community Grants, Planning & Housing to ensure continued compliance with the applicable affordable housing requirements; and

**WHEREAS**, funds are available and have been certified as such by the Chief Finance Officer and 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 the Township Administrator/Clerk are hereby authorized to enter into an Affordable Housing Administrative Services Agreement for Hillsborough Point with Community Grants, Planning & Housing, in an amount not to exceed \$5,700.00.

Mayor DelCore said the Township is required by law to have an affordable housing administrator for each of the affordable housing projects that were established in Hillsborough many years ago. Community Planning and Grants provided the lowest quote to provide the services for the 15 affordable rental units at Hillsborough Point. Funding comes from the Affordable Housing Trust fund which is supported by developer fees, not tax dollars.

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

## CONSENTS

Mayor DelCore offered the following consent agenda:

1. Resolution approving the application for Special Permit for Social Affair for Manville-Hillsborough Elks Lodge #2119 to be held on January 16, 2010.

**WHEREAS**, an application for a Special Permit for Social Affair has been filed by Manville – Hillsborough Elks Lodge #2119 for an event to be held on January 16, 2010; and

**WHEREAS**, the submitted application form is complete in all respects.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby approves the application for Special Permit for Social Affair for Manville – Hillsborough Elks Lodge #2119 for an event to be held on January 16, 2010.

2. Resolution approving an application for a raffle license by Hillsborough Bandwagon Association to be held on January 30, 2010.

**WHEREAS**, an application for a raffle license has been filed by Hillsborough Bandwagon Association for a raffle to be held on January 30, 2010; and

**WHEREAS**, the submitted application form was complete in all respects.

**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 raffle application #1147 to Hillsborough Bandwagon Association for a raffle being held on January 30, 2010.

- Resolution approving applications for raffle licenses by Woodfern Elementary School HSA to be held on February 27, 2010.

**WHEREAS**, two applications for raffle license's have been filed by HSA Woodfern Elementary School for raffles being held on February 27, 2010; and

**WHEREAS**, the submitted application forms were complete in all respects.

**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 raffle application #1148 and #1149 to HSA Woodfern Elementary School for raffles being held on February 27, 2010.

- Resolution approving the applications for a bingo license and a raffle license by St. Mary's Byzantine Catholic Church for 2010.

**WHEREAS**, an application for a bingo license and a raffle license has been filed by St. Mary's Byzantine Catholic Church for bingos and raffles being held on:

January 2 <sup>nd</sup> , 9 <sup>th</sup> , 16 <sup>th</sup> , 23 <sup>rd</sup> , 30	July 3 <sup>rd</sup> , 10 <sup>th</sup> , 17 <sup>th</sup> , 24 <sup>th</sup> , 31 <sup>st</sup>
February 6 <sup>th</sup> , 13 <sup>th</sup> , 20 <sup>th</sup> , 27 <sup>th</sup>	August 7 <sup>th</sup> , 14 <sup>th</sup> , 21 <sup>st</sup> , 28 <sup>th</sup>
March 6 <sup>th</sup> , 13 <sup>th</sup> , 20 <sup>th</sup> , 27 <sup>th</sup>	September 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup> , 25 <sup>th</sup>
April 19 <sup>th</sup> , 17 <sup>th</sup> , 24 <sup>th</sup>	October 2 <sup>nd</sup> , 9 <sup>th</sup> , 16 <sup>th</sup> , 23 <sup>rd</sup> , 30 <sup>th</sup>
May 1 <sup>st</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> , 22 <sup>nd</sup> , 29 <sup>th</sup>	November 6 <sup>th</sup> , 13 <sup>th</sup> , 20 <sup>th</sup> , 27 <sup>th</sup>
June 5 <sup>th</sup> , 12 <sup>th</sup> , 19 <sup>th</sup> , 26 <sup>th</sup>	December 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup>

**WHEREAS**, the submitted application forms are complete in all respects.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby ratify and confirms the actions of the Administrator/Clerk approving Bingo and Raffle applications #1153 and #1152 to St. Mary's Byzantine Catholic Church for Bingo and Raffles being held on the above dates.

- Resolution approving the applications for a bingo license and a raffle license by St. Mary's Byzantine Catholic Church PTA for 2010.

**WHEREAS**, an application for a bingo license and a raffle license has been filed by St. Mary's Byzantine Catholic Church PTA for bingos and raffles being held on:

January 6 <sup>th</sup> , 13 <sup>th</sup> , 20 <sup>th</sup> , 27 <sup>th</sup>	July 7 <sup>th</sup> , 14 <sup>th</sup> , 21 <sup>st</sup> , 28 <sup>th</sup>
February 3 <sup>rd</sup> , 10 <sup>th</sup> , 17 <sup>th</sup> , 24 <sup>th</sup> , 28 <sup>th</sup>	August 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup> , 25 <sup>th</sup>
March 3 <sup>rd</sup> , 10 <sup>th</sup> , 17 <sup>th</sup> , 24 <sup>th</sup> , 31 <sup>st</sup>	September 1 <sup>st</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> , 22 <sup>nd</sup> , 29 <sup>th</sup>
April 7 <sup>th</sup> , 14 <sup>th</sup> , 21 <sup>st</sup> , 28 <sup>th</sup>	October 6 <sup>th</sup> , 13 <sup>th</sup> , 20 <sup>th</sup> , 27 <sup>th</sup>
May 5 <sup>th</sup> , 12 <sup>th</sup> , 19 <sup>th</sup> , 26 <sup>th</sup>	November 3 <sup>rd</sup> , 10 <sup>th</sup> , 17 <sup>th</sup> , 24 <sup>th</sup>
June 2 <sup>nd</sup> , 9 <sup>th</sup> , 16 <sup>th</sup> , 23 <sup>rd</sup> , 30 <sup>th</sup>	December 1 <sup>st</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> , 22 <sup>nd</sup> , 29 <sup>th</sup>

WHEREAS, the submitted application forms are complete in all respects.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby ratify and confirms the actions of the Administrator/Clerk approving Bingo and Raffle applications #1150 and #1151 to St. Mary's Byzantine Catholic Church PTA for Bingo and Raffles being held on the above dates.

6. Resolution approving applications for raffle licenses by Woodfern Elementary School HAS to be held on March 5, 2010.

WHEREAS, two applications for raffle licenses have been filed by HSA Woodfern Elementary School for raffles being held on March 5, 2010; and

WHEREAS, the submitted application forms were complete in all respects.

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 raffle application #1154 and #1155 to HSA Woodfern Elementary School for raffles being held on March 5, 2010.

7. Resolution approving an application for a raffle license by Hillsborough Optimist Club to be held on January 30, 2010.

WHEREAS, an application for a raffle license had been filed by the Optimist Club for raffle being held on January 30, 2010; and

WHEREAS, the submitted application form was complete in all respects.

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 raffle application #1156 to Hillsborough Optimist Club for raffle being held on January 30, 2010.

8. Resolution approving an application for a bingo license by Manville-Hillsborough Elks for 2010.

**WHEREAS**, an application for a bingo license has been filed by Manville-Hillsborough Elks for bingos being held on:

January 7 <sup>th</sup> , 14 <sup>th</sup> , 21 <sup>st</sup> , 28 <sup>th</sup>	July 3 <sup>rd</sup> , 10 <sup>th</sup> , 17 <sup>th</sup> , 14 <sup>th</sup>
February 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup> , 25 <sup>th</sup>	August 5 <sup>th</sup> , 12 <sup>th</sup> , 19 <sup>th</sup> , 26 <sup>th</sup>
March 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup> , 25 <sup>th</sup>	September 2 <sup>nd</sup> , 9 <sup>th</sup> , 16, 23 <sup>rd</sup> , 30 <sup>th</sup>
April 1 <sup>st</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> , 22 <sup>nd</sup> , 29 <sup>th</sup>	October 7 <sup>th</sup> , 14 <sup>th</sup> , 21 <sup>st</sup> , 28 <sup>th</sup>
May 6 <sup>th</sup> , 13 <sup>th</sup> , 20 <sup>th</sup> , 27 <sup>th</sup>	November 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup>
June 3 <sup>rd</sup> , 10 <sup>th</sup> , 17 <sup>th</sup> , 14 <sup>th</sup>	December 2 <sup>nd</sup> , 9 <sup>th</sup> , 16 <sup>th</sup> , 23 <sup>rd</sup> , 30 <sup>th</sup>

**WHEREAS**, the submitted application form is complete in all respects.

**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 Bingo Raffle application #1157 to Manville-Hillsborough Elks for bingos being held on the above dates.

9. Resolution approving an application for a raffle license by Auten Road School and Home Association to be held on January 8, 2010.

**WHEREAS**, an application for a raffle license has been filed by Auten Road School and Home Association for raffle being held on January 8, 2010; and

**WHEREAS**, the submitted application form was complete in all respects.

**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 raffle application #1158 to Auten Road School and Home Association for raffle being held on January 8, 2010.

10. Resolution approving applications for raffle licenses by Amsterdam Elementary School and Home Association.

**WHEREAS**, two applications for raffle licenses have been filed by Amsterdam Elementary School for raffles being held on April 30, 2010; and

**WHEREAS**, the submitted application forms were complete in all respects.

**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 raffle applications #1159 and #1160 to Amsterdam Elementary School for raffles being held on April 30, 2010.

11. Resolution authorizing Christine Crivello, Building Inspector and John A. Ward, Building Inspector, to participate in the Fire Inspector ICS course to be held at Warren County College from January 11, 2010 through April 21, 2010, and to receive reimbursement under the provisions of Article XXXIII, Paragraph K of the Collective Bargaining Agreement between the Township of Hillsborough and AFSCME 3697.

**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 XXXIII, Paragraph K of the Collective Bargaining Agreement between the Township of Hillsborough and AFSCME 3697; and

**WHEREAS**, Christine Crivello, Building Inspector, has enrolled in the Fire Inspector ICS Course at Warren County College from January 11, 2010 through April 21, 2010; and

**WHEREAS**, Christine Crivello has requested consideration under the Township's Educational Assistance provisions upon successful completion of the aforementioned course; and

**WHEREAS**, Christine Crivello will be paying in full \$1,080.00 for this course and \$130.00 for the testing fee; and

**WHEREAS**, the Director of Building has requested favorable consideration of Christine Crivello request for financial reimbursement of seventy-five percent (75%) of the cost incurred, upon successful completion of the class; and

**WHEREAS**, John A. Ward, Building Inspector has enrolled in the Fire Inspector ICS Course at Warren County College from January 11, 2010 through April 21, 2010; and

**WHEREAS**, John A. Ward has requested consideration under the Township's Educational Assistance provisions upon successful completion of the aforementioned course; and

**WHEREAS**, John A. Ward will be paying in full \$1,080.00 for this course and \$130.00 for the testing fee; and

**WHEREAS**, the Director of Building has requested favorable consideration of John A. Ward request for financial reimbursement of seventy-five percent (75%) of the cost incurred, upon successful completion of the class.

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

12. Resolution ratifying and confirming the action of the Mayor and Director of Parks and Recreation in submitting the Business Stimulus Fund 2009 Application to the New Jersey Department of Environmental Protection (NJDEP).

**WHEREAS**, the Township of Hillsborough desires to apply for and obtain funding from the New Jersey Department of Environmental Protection (NJDEP) for \$7,000.00 for the refurbishing three islands located on New Amwell Road ; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Township of Hillsborough does hereby ratify and confirm the action of the Mayor and the Director of Parks and Recreation submitting the Business Stimulus Fund 2009 application to the New Jersey Department of Environmental Protection (NJDEP) and recognizes and accepts that the NJDEP may offer a lesser or greater amount and therefore, upon receipt of the agreement from the NJDEP, does further authorize the execution of any such agreement; and also, upon receipt of the fully executed agreement from the NJDEP, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Hillsborough and the New Jersey Department of Environmental Protection.

**BE IT FURTHER RESOLVED**, by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey ratifies and confirms the action of the Mayor and the Director of Parks and Recreation submitting the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith.

13. Resolution authorizing tuition reimbursement to Officer Christopher Kennedy for completion of the class "Organizational Behavior" offered through Kaplan University in the amount of \$1,171.38, pursuant to the Collective Bargaining Agreement between PBA Local 205 and Hillsborough Township.

**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 P.B.A. contract; and

**WHEREAS**, Officer Kennedy has successfully completed the "Organizational Behavior" course through Kaplan University; and

**WHEREAS**, Officer Kennedy has requested consideration under the Township's Educational Assistance provisions; and

**WHEREAS**, the Chief of Police has requested favorable consideration of Officer Kennedy's request for financial reimbursement of seventy-five percent (75%) of the \$1,171.38 cost incurred for a total of \$878.53; and

**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.

14. Resolution accepting Performance Bonds No. 105345673 and 1050116519 from Traveler's Casualty and Surety Company of America for Walgreens.

**WHEREAS**, a request has been received from Walgreens for the acceptance of Performance Bonds #105345673 and #105116519 for Historic Carriage House Restoration and right-of-way improvements along Raider Boulevard project; and

**WHEREAS**, Assistant Township Engineer Thomas Belanger recommends that the Township Committee take action, subject to the review and report of the Township Attorney to accept:

1. Performance Bond No. 105345673 from Traveler's Casualty and Surety Company for Walgreens for Historic Carriage House Restoration in the amount of \$85,000.00.
2. Performance Bond No. 105116519 from Traveler's Casualty and Surety Company for Walgreens for right-of-way improvements along Raider Boulevard in the amount of \$35,045.00.

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

15. Resolution approving the request from Pleasant View Estates 1 & 2 for the release of Cash Escrows from Winter Certificates of Occupancy, in a total amount of \$4,000.00.

**WHEREAS**, a request has been received from Pleasant View Estates 1 & 2 for the release of Cash Escrows from Winter Certificates of Occupancy; and

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

**WHEREAS**, the Assistant Township Engineer recommends that the Township Committee take action to release the following cash escrow from winter bonds that were posted for the completion of the project:

	<u>Bond Amount</u>
Block 180.03 - Lot 26	\$ 500.00
Block 180.03 - Lot 27	\$ 500.00
Block 180.05 - Lot 1	\$1,000.00
Block 180.05 - Lot 2	\$ 500.00
Block 180.05 - Lot 9	\$ 500.00
Block 180.05 - Lot 12	\$1,000.00

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

16. Resolution accepting Maintenance Bond No. S-437803-MN from The Main Street America Group for Jo-Med Contracting Corp. for 2009 Sidewalk and Curb Replacement, releasing Performance Bond No. S-437803 posted at the start of the project and paying invoices #595 and #596 for \$4,860.00 and \$7,633.56 respectively.

**WHEREAS**, a request has been received from Jo-Med Contracting Corporation for the acceptance of the maintenance bond, release of the performance bond, and paying invoices #595 and #596 for \$4,860.00 and \$7,633.56, respectively; and

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

**WHEREAS**, the Assistant Township Engineer recommends that the Township Committee take action to accept the maintenance bond, release of the performance bond, and pay invoices #595 and #596 for \$4,860.00 and \$7,633.56, respectively.

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

17. Resolution authorizing refund of Tax Overpayment in the amount of \$7,304.71.

**WHEREAS**, a real property tax payer overpaid their real property taxes and:

**WHEREAS**, the Tax Collector has received proof of such payment after correspondence with said property owner:

**NOW, THEREFORE BE IT RESOLVED**, that the Township Committee, of the Township of Hillsborough, County of Somerset, State of New Jersey, the Tax Collector is hereby authorized to refund said amount to the property owner. Total, \$7,304.71, properties, 14.

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Block	Lot	Name	Amount	Qtr	Year
8	77	Clark, Rodney & Catherine	250.00	4 <sup>th</sup>	2009
175.06	4	Financial Resources	1,116.99	4 <sup>th</sup>	2009
180.02	4	Beazer Homes	494.81	4 <sup>th</sup>	2009
180.03	3	Beazer Homes	494.81	4 <sup>th</sup>	2009
180.03	9	Beazer Homes	494.81	4 <sup>th</sup>	2009
180.03	25	Beazer Homes	494.81	4 <sup>th</sup>	2009
180.04	1	Beazer Homes	494.81	4 <sup>th</sup>	2009
180.04	2	Beazer Homes	494.81	4 <sup>th</sup>	2009
180.04	5	Beazer Homes	494.81	4 <sup>th</sup>	2009
180.04	6	Beazer Homes	494.81	4 <sup>th</sup>	2009
180.04	9	Beazer Homes	494.81	4 <sup>th</sup>	2009
180.04	10	Beazer Homes	494.81	4 <sup>th</sup>	2009
180.04	11	Beazer Homes	494.81	4 <sup>th</sup>	2009
180.05	10	Beazer Homes	494.81	4 <sup>th</sup>	2009



- One (1) Dell Precision M4400 for use in the Construction Department, in an amount not to exceed \$1,634.24;
- Sixteen (16) Optiplex 380 Mini Towers for scheduled annual upgrades, in a total amount not to exceed \$17,394.56;
- Five (5) Dell Latitude 2100 Netbooks, in a total amount not to exceed \$3,102.70;

**WHEREAS**, these products will be purchased under New Jersey State Contract #70256; and

**WHEREAS**, funds are available to make such purchases or acquisitions by the Chief Finance Officer, said certification is attached to this resolution.

**WHEREAS**, Hillsborough Township Police Department has determined a need for the following products from Dell Marketing, L.P. for a total amount not to exceed \$5,090.42:

- One (1) Dell E6400 Laptop with accessories, in a total amount not to exceed \$1,840.11;
- One (1) Windows 7 Upgrade, in an amount not to exceed \$1,040.00;
- One (1) Dell 1909 monitor with accessories, in a total amount not to exceed \$228.16;
- One (1)Vizio SV471XVT LCD A2887916 Dispatch Security System Camera, in an amount not to exceed \$1,104.15;
- One (1) Vostro 1720 Laptop for Finance Program, in an amount not to exceed \$878.00

**WHEREAS**, these products will be purchased under New Jersey State Contract #70256; and

**WHEREAS**, funds are available to make such purchases or acquisitions 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 it hereby approves the purchase through state contract of the aforementioned products from Dell Marketing L.P., in a total amount of \$29,462.79.

20. Resolution approving the purchase of Computer Equipment from Computer System & Methods, under State Contract #67175, in the amount of \$2,166.05.

**WHEREAS**, Hillsborough Township Police Department has determined a need for the following products from Computer System & Methods:

- One (1)Panasonic CF-52 Toughbook Lap Top and accessories, in an amount not to exceed \$2,166.05

**WHEREAS**, these products will be purchased under New Jersey State Contract #67175; and

**WHEREAS**, funds are available to make such purchases or acquisitions 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 it hereby approves the purchase through state contract of the aforementioned products from Computer System & Methods in a total amount of \$2,166.05.

21. Resolution approving the purchase of Computer Equipment from Hewlett-Packard, under State Contract #70256, in the amount of \$4,308.01.

**WHEREAS**, the Information Technology Director has determined the need for the following computer equipment from Hewlett-Packard, for a total amount not to exceed \$4,308.01; and

- One (1) HP ProLiant DL380 G6 Service, in an amount not to exceed \$2,909.01;
- One (1) HP Smart Buy LTO-2 External Tape Drive with HBA Bundle, in an amount not to exceed \$1,399.00;

**WHEREAS**, these products will be purchased under New Jersey State Contract #70256; and

**WHEREAS**, funds are available to make such purchases or acquisitions 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 it hereby approves the purchase through state contract of the aforementioned products from Hewlett-Packard in a total amount of \$4,308.01.

22. Resolution approving the purchase of Computer Equipment from GovConnection, under State Contract #70256, in the amount of \$9,677.25.

**WHEREAS**, the Information Technology Director has determined the need for the following computer equipment from GovConnection, for a total amount not to exceed \$4,392.00:

- Two (2) 2333SW Widescreen LDC Monitors, for use in Social Services, in a total not to exceed \$478.00;
- One (1) HP Office Jet Pro 8000 Printer, for use by the Tax Assessor's Office, in a total not to exceed \$149.00;
- One (1) Barracuda Web Filter 310, in an amount not to exceed \$2,275.00;
- One (1) 2TB Terastation Pro II NAS, in an amount not to exceed \$689.00;
- Twenty-Five (25) Gov Open Licensing Windows Server 2008 CAL Licenses, in a total not to exceed \$550.00;
- Seven (7) 400GB LTO-2 Ultrium Tape Cartridges, in a total not to exceed \$196.00;
- One (1) Ultrium X1 Cleaning Cartridge, in an amount not to exceed \$55.00;

**WHEREAS**, Hillsborough Township Police Department has determined a need for the following computer equipment from GovConnection, for a total amount not to exceed \$5,285.25:

- Eighty-Five (85) TEACDE-BA-CI/Acad. McAfee Total Protection #7591632, in a total not to exceed \$2,826.25;
- Two (2) Smart-Up 1500va Network Battery Back-up Systems with Racks, in a total not to exceed \$1,448.00;
- One (1) HP Color Printer 2025dn, in an amount not to exceed \$489.00;
- One (1) 24X CD/DVD Duplicator, in an amount not to exceed \$225.00;
- Three (3) HP Laser Jet 1006 Printers, in a total not to exceed \$297.00

**WHEREAS**, these products will be purchased under New Jersey State Contract #70256; and

**WHEREAS**, funds are available to make such purchases or acquisitions 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 it hereby approves the purchase through state contract of the aforementioned products from GovConnection in a total amount of \$9,677.25.

23. Resolution authorizing Special Item of Revenue and Appropriation.

**WHEREAS**, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality when such item shall have been made by law and the amount thereof was not determined at the time of the adoption of the budget; and

**WHEREAS**, said Director may also approve the insertion of any item of appropriation for equal amount,

**WHEREAS**, the Township will receive \$545,341.36 in additional grants from various sources for the year 2009 and wishes to amend its 2009 Budget to include these grants.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Hillsborough hereby requests the Director of the Division of Local Government Services to approve the insertion of these items of revenue in the budget of the year 2009 in the amounts listed and detailed below, which items is now available as a revenues from:

**NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY  
DIVISION OF HIGHWAY TRAFFIC SAFETY**

**CLICK IT OR TICKET  
\$3,500.00**

**DRUNK DRIVING ENFORCEMENT  
\$20,000.00**

**OBEY THE SIGNS/PAY THE FINES  
\$3,666.56**

**NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY  
DIVISION OF CRIMINAL JUSTICE**

**BODY ARMOR REPLACEMENT FUND  
\$5,300.00**

**NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION  
DIVISION OF SOLID WASTE  
CLEAN COMMUNITIES GRANT (ADDITIONAL)  
\$14,310.80**

**DEPARTMENT OF COMMUNITY AFFAIRS  
RECREATIONAL OPPORTUNITIES FOR INDIVIDUALS WITH DISABILITIES  
\$20,000.00**

**NEW JERSEY SHADE TREE FEDERATION  
5-YEAR FORESTRY PLAN  
\$3,000.00**

**SOMERSET COUNTY YOUTH ATHLETIC GRANT**

**\$15,000.00**

**U.S. DEPARTMENT OF ENERGY  
ENERGY EFFICIENCY & CONSERVATION BLOCK GRANT  
\$153,000.00**

**ASSOCIATION OF NJ ENVIRONMENTAL COMMISSIONS  
NATURAL RESOURCES INVENTORY GRANT  
\$6,070.00**

**U.S DEPARTMENT OF HEALTH & HUMAN SERVICES  
H1N1 PREPAREDNESS GRANT  
\$101,494.00**

**STATE OF NEW JERSEY  
DEPARTMENT OF TRANSPORTATION  
ROAD REPAIRS – MOUNTAINVIEW ROAD  
\$200,000.00**

**BE IT FURTHER RESOLVED** that a like sum, be, and the same, hereby is appropriated under the above appropriation titles.

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

#### **CLAIMS LIST**

Mayor DelCore presented Claims List 2009-24

Upon motion by Committeewoman McCauley, seconded by Committeeman Ferrera, Claims List 2009-24 was unanimously approved upon call of the roll.

Mayor DelCore reported that our re-organization meeting will be held on January 5, 2010 at 7:00 p.m.. Mayor DelCore wished everyone a Merry Christmas and a Happy New Year.

#### **EXECUTIVE SESSION EXECUTIVE SESSION RESOLUTION**

Upon motion by Committeeman Ferrera, seconded by Committeeman Suraci, the following resolution was unanimously adopted upon call of the roll.

**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 and action upon the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
  - a. *Property Acquisition: Block 183, Lot 14, Weston Road*
  - b. *Litigation: Hillsborough Properties v Hillsborough Township*
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.

Executive Session commenced at 9:22 p.m.

Committeeman Ferrera motioned to come out of executive session at 10:11p.m.; said motion was seconded by Committeewoman McCauley and was unanimously adopted by voice vote.

#### **ADJOURNMENT**

Upon motion by Deputy Mayor Wagner, seconded by Committeewoman McCauley, the meeting duly adjourned at 10:12 p.m. Said motion was carried unanimously upon voice vote.

Attested:

Kevin P. Davis, RMC, QPA  
Township Administrator/Clerk