

Minutes of the Regular Meeting of the Township Committee of the Township of Hillsborough, in the County of Somerset, State of New Jersey, held in the Municipal Complex at 7:30 PM on January 12, 2021.

CALL OF THE ROLL

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

SALUTE TO THE FLAG

MAYOR STATES

Mayor Lipani advised that in accordance of section 5 of the Open Public Meetings Act, Chapter 231, of the Public Laws of 1975 that notice of this meeting was made by the posting on the bulletin board at the Hillsborough Township Municipal Complex and notifying the officially designated newspapers that this meeting would take place at the Hillsborough Township Municipal Complex at 7:30 p.m. on Tuesday, January 12, 2021.

Mayor Lipani called for a moment of silence in remembrance of Capitol Police Officer Brian D. Sicknick, a native of South River, NJ. Sicknick, a 12-year veteran, who died Thursday night, due to injuries sustained during the protest at the Capitol last Wednesday.

Mayor Lipani stated that Committeewoman Holmes was not in attendance because she is following CDC and Hillsborough Township Health Department Guidelines resulting from a positive COVID-19 test.

APPROVAL OF MINUTES

1. OCTOBER 27, 2020 EXECUTIVE SESSION MINUTES

Upon a motion by Committeeman Doug Tomson, seconded by Deputy Mayor Frank DelCore, the October 27, 2020 Executive Session Minutes were approved upon the call of the roll. Committeewoman Erickson abstained.

2. NOVEMBER 10, 2020 EXECUTIVE SESSION MINUTES

Upon a motion by Committeeman Doug Tomson, seconded by Deputy Mayor Frank DelCore, the November 10, 2020 Executive Session Minutes were approved upon the call of the roll. Committeewoman Erickson abstained.

3. DECEMBER 22, 2020 EXECUTIVE SESSION MINUTES

Upon a motion by Committeeman Doug Tomson, seconded by Deputy Mayor Frank DelCore, the December 22, 2020 Executive Session Minutes were approved upon the call of the roll. Committeewoman Erickson abstained.

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

Committeewoman Janine Erickson

Committeewoman Erickson provided updates on meetings she has attended, stating the Open Space Advisory Committee has appointed Chickie Haines as Chair and Greg Hawzen as the Vice Chair. The Board of Health has named Lisa Gulla as the Chair and Bill Potter as the Vice Chair. The Economic and Business Development Commission named Chuck Ruggieri as the Chair and John Palinkas as the Vice Chair.

Committeewoman Erickson announced that the Health Department, weather permitting, will be offering a free rabies vaccination

clinic for dogs and cats on Saturday, January 23rd from 10 am until noon at the Public Works facility, located at 21 East Mountain Road.

Committeewoman Erickson extended thanks, on behalf of the Social Services Department and the Community Assistance Network, to the many residents and local organizations for their generosity in supporting the annual December Holiday Program and reminded those who may be experiencing financial difficulty in obtaining food for their families to reach out to the department.

Committeewoman Erickson extended thanks to Mrs. Juhasz's Hillsborough High School classes and other High School staff members for collecting various necessary food items during the month of December as part of a lesson on "giving back" and "paying it forward." Students sorted, categorized, inventoried, packaged, and loaded fifteen bags of 112 food items to donate to the Hillsborough Food Pantry on December 22, 2020.

Committeewoman Erickson reminded residents that it is important to include both homeowner and contractor email addresses on construction permits submitted to the Building Department in order to receive updates on permit status.

Committeewoman Erickson relayed an update from the Engineering Department on the PSE&G gas project taking place in the Township. PSE&G is installing new gas lines on portions of Camplain Road, Triangle and South Triangle Roads, New Amwell Road, Meadowbrook Drive and adjoining roads, Lynn Court, and along Route 206. New gas lines along Route 206 will be larger in size, allowing higher pressures on side roads, therefore, PSE&G was required to update the surrounding roads to meet the safety standards. All roadway areas disturbed will be fully repaved, curb to curb or lane to lane, by PSE&G at no cost to the Township.

Committeeman Doug Tomson

Committeeman Tomson reminded residents that NJ law requires all snow and ice needs to be removed from vehicles' hood, windows and roof before driving and that Township Code Chapter 143-21 prohibits parking on snow covered roads.

Committeeman Tomson announced that, for the Recreation and Parks Commission, Ron Skobo will serve as Chair, Robbie Peason as Vice Chair and Bob Hollingshead as Secretary.

Committeeman Tomson also reported that the Recreation Department is currently taking registrations for the Co-Ed Spring Soccer for boys and girls ages 3 through grade 12. All games are held on Saturdays at various soccer fields in town with the older divisions at the Iron Peak turf fields. Registration is also open Girls Softball League, open to all girls in Kindergarten through 8th grade.

Committeeman Tomson also announced that the Hillsborough-Millstone Municipal Alliance named Gil Pilarte as Chair, Pamela Borek as Vice Chair, Jean Trujillo as Secretary, and Minda Maggio as Treasurer. The Alliance be co-hosting a virtual documentary, "The Upstanders", about resilience and the power of connection to end bullying on January 27th at 7 pm.

Committeeman Tomson reported that the Sustainable Hillsborough named Dr. Chris Obropta as Chair, Veronica Armour as Vice Chair and Bob Brittlng as Secretary.

Committeeman Tomson extended congratulations to BOE President Jean Trujillo and Vice President Jane Staats.

Deputy Mayor Frank DelCore

Deputy Mayor Frank DelCore announced that renewal notices for 2021 dog licenses are being mailed and the online payment system is now open. In order to renew, your dog's rabies vaccine must be valid through October of 2021. The 2021 tags are expected to arrive later this week, after which payment processing will begin.

Mayor Shawn Lipani

Mayor Shawn Lipani congratulated the board of education appointments and stated he looks forward to working with them.

Mayor Shawn Lipani stated that Hillsborough Township Boards and Commissions are in the process of reorganizing for 2021 and thanked all the volunteers, who give selflessly of themselves, their time and talents.

PROCLAMATIONS / APPOINTMENTS

1. RADON ACTION MONTH

WHEREAS, radon is a colorless, odorless, naturally occurring radioactive gas; and

WHEREAS, radon is a Class A carcinogen proven to cause cancer in humans; and

WHEREAS, radon is one of the leading cause of lung cancer in New Jersey and the number one cause among non-smokers; and

WHEREAS, if radon is in nearby soils it can seep into homes through cracks in foundations and slabs upon which the structure is constructed; and

WHEREAS, due to the COVID 19 Pandemic, residents are spending more time in their homes and exposure to radon may be increased as a result; and

WHEREAS, radon testing is easy and inexpensive; and

WHEREAS, elevated levels of radon can be effectively reduced, thus protecting health; and

WHEREAS, the United States Environmental Protection Agency has established Radon Action Month nationally to encourage citizens to test for and remediate radon and urges states and municipalities to do the same.

NOW THEREFORE BE IT PROCLAIMED, that the Mayor and Hillsborough Township Committee do hereby proclaim the month of January 2021 as Radon Action Month and call upon residents who have not yet tested their homes for radon to test, and to reduce radon levels if elevated levels of radon are found.

2. 250TH ANNIVERSARY YEAR FOR HILLSBOROUGH TOWNSHIP

WHEREAS, 2021 marks the occasion of the 250th Anniversary of the Township of Hillsborough; and

WHEREAS, the Unami Indians, of the Lenape Tribe, were the first inhabitants of the area now known as Hillsborough Township; and

WHEREAS, the Township of Hillsborough was originally settled by the Dutch in 1681, and the Dutch Reformed Church was the primary cultural and religious institution in Hillsborough at that time, and

WHEREAS, the Township of Hillsborough, once part of “West Jersey”, comprised of Hillsborough, Neshanic, and South Branch, received its Charter on May 29, 1771, officially becoming part of Somerset County; and

WHEREAS, the Township of Hillsborough was officially incorporated in 1798 by the New Jersey Legislature, becoming one of the original 104 townships in the state; and

WHEREAS, the Township of Hillsborough is situated 52 miles from Manhattan and 55 miles from downtown Philadelphia, its proximity to the nation’s largest and fifth largest metropolises has allowed the town to grow steadily into the large, diverse municipality it is today; and

WHEREAS, the Township of Hillsborough’s Sourland Mountain area was, at one point, home to General George Washington and his troops as they trained to fight the British in the valley below; and **WHEREAS**, Township of Hillsborough’s Belle Mead GSA Depot was an important military complex during World War II; and

WHEREAS, the Township of Hillsborough continues to grow and improve upon its impressive, diverse and rich history through an excellent school system, numerous parks including the 1,000 acre Duke Farms, and its proximity to several Revolutionary War sites, beaches, mountains, and historic Princeton; and

WHEREAS, the Township of Hillsborough has been named as one of Money Magazine’s Best Places to Live in America multiple times and is a much sought after community in which to reside, work and play.

NOW THEREFORE BE IT PROCLAIMED, that we the Mayor and Hillsborough Township Committee do hereby declare 2021 as the 250th Anniversary Year for Hillsborough Township, and

BE IT FURTHER PROCLAIMED, that we the Mayor and Hillsborough Township Committee honor all of our residents both past and present for making our login-time slogan “Hillsborough, The Good Life” a reality.

3. NATIONAL DAY OF RACIAL HEALING

WHEREAS, we as a community acknowledged the “National Day of Racial Healing” on January 19, 2021. The National Day of Racial Healing (NDORH) offers people, organizations, and communities across the United States, opportunities to recognize the need for racial healing and brings people

together to take collective action for a more just and equitable world; and

WHEREAS, we understand and recognize that there is a racial divide in our country and we must all work earnestly to heal the wounds created by racial, ethnic, and religious bias, and to build an equitable and just society so that all children can thrive; and

WHEREAS, children have the right to be provided every opportunity to learn, grow, and thrive, in nurturing environments that do not violate their safety, dignity, and humanity. Every single person has the capability to make a simple change within themselves that can have a profound effect on an entire society; and

WHEREAS, if we all dedicate ourselves to the principles of truth, racial healing, and transformation, we can all bring about the necessary changes in thinking and behavior that will propel this great country forward as a unified force where racial biases will become a thing of the past.

NOW, THEREFORE, BE IT PROCLAIMED, that we, the Mayor and Hillsborough Township Committee, urge all citizens to promote racial healing and transformation in the ways that are best suited for them individually, as a means to working together to ensure the best quality of life for everyone in our community.

PRESENTATIONS

NEW BUSINESS

None

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

Heather LoRicco, 23 Bloomingdale Drive, stated that she was angry, disillusioned and afraid of the current state of affairs in our country and would like to see action being taken at a local level to address these concerns.

Susan Gulliford, 7 Hunt Club Road, stated that she is a member of the 250th Anniversary Committee and that it is important to understand Hillsborough's past to guide the township in the future. She also asked for clarification on date of the Rabies Clinic. Committeewoman Erickson provided clarification.

PUBLIC HEARINGS

None

INTRODUCTION OF NEW ORDINANCES

None

CONSENT

1. RESOLUTION AUTHORIZING THE REFUND OF RECREATION PROGRAM FEES

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

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

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

Tracie Roarty	\$160.00
Timothy Franks	\$160.00
Lara Schachter	\$160.00
Cindy Caramico	\$160.00
Eric Wasserman	\$160.00

Emilia Cebedo	\$160.00
Rich Stroka	\$160.00
Keith Gaspar	\$160.00
Theresa Dolce	\$160.00
Kimberly	\$160.00
Chithambaranathan Sankaralingam	\$160.00

2. RESOLUTION RATIFYING THE REIMBURSEMENT OF THE PROPERTY TAXES PAID FROM 10/8/2020 TO 12/31/2020 FOR A QUALIFIED 100% DISABLED VETERAN

WHEREAS, the Township Committee by Resolution adopted on September 11, 2007 and pursuant to N.J.S.A. 54:4-3.32 authorized a tax exemption from local property taxes for veterans who have suffered a 100% permanent disability resulting from war time service in the United States military; and

WHEREAS, the Township Committee authorized the date for qualification for the municipal portion of the property tax exemption to be the date on which the United States Veterans' Administration determined the 100% service connected disability; and

WHEREAS, the Tax Collector has received proof of such information from the Tax Assessor for the following property effective October 8, 2020:

Peavey, Morris	Block 163.08 Lot 1 C2402	\$900.50
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NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that in recognition of the serious and debilitating nature of 100% permanent service connected disabilities suffered by our veterans while serving in war time and in fairness to those disabled veterans, the Chief Finance Officer is authorized, pursuant to N.J.S.A. 54:4-3.32, to reimburse the property taxes paid from 10/8/20 to 12/31/20 to the above referenced property owner.

3. RESOLUTION APPROVING CONTINUATION CERTIFICATE FOR ROAD OPENING BOND NO. 395411 FOR NEW JERSEY AMERICAN WATER

WHEREAS, in accordance with the terms of the Code of the Township of Hillsborough Chapter 259 "Street and Sidewalks", the utility company New Jersey American Water has submitted a Continuation Certificate for Road Opening Bond No. 395411 in the required amount of \$5,000.00; and

WHEREAS, this is a general performance guarantee for the continuous stream of road opening permits that are processed each year; and

WHEREAS, the Assistant Township Engineer recommends the Township Committee accept the Continuation Certificate for the above referenced Road Opening Bond subject to review of the Township Attorney; and

WHEREAS, the Township Attorney has reviewed the Bond Continuation Certificate and finds it acceptable.

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 is hereby accepted and approved.

4. RESOLUTION AUTHORIZING THE TRANSFER OF EARNED AMOUNTS FROM THE SUBDIVISION AND SITE PLAN ENGINEERING TRUST ACCOUNTS TO THE TREASURER'S ACCOUNT

WHEREAS, the Assistant Township Engineer indicates inspections and engineering work have been completed for the referenced projects and recommends funds be transferred from the Engineering Inspection Escrow Accounts to the Treasurer's Account as set forth below; and

WHEREAS, each of the project line items have been verified against the Treasurer's Office account records to ensure that sufficient funds are available for these transfers of unanticipated revenues.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the funds set forth herein be transferred from the Engineering Escrow Accounts into the Treasurer's Account.

Name	ID	Balance
Amwell Terrace	Amwelltein	206.42
Country Classics 4A	Coucla4ain	\$426.67

Country Classics 4D	Coucla4din	\$325.10
Gateway Phase 7	Gateway7in	\$1,038.82
Gateway Phase 6	Gateway6in	\$26.21
Hidden Brook Estates	Hiddenb2in	\$57.70
Hillsborough 206 Holdings	Hills206in	\$169.65
Hillsborough Village	Hillvillin	\$115.40
MAAC 18-PB-12	MAACdev2in	\$694.23
PSE&G 2020 Gas Project	PSEG2020in	\$3,453.89
Primrose School	Primrosein	\$1,321.12
RRSS Holding, LLC	RRSSin	\$277.95
Rd opening 2020-33 Skymanor	Skymanr2rd	\$273.06
Sky manor properties	Skymanorin	\$243.82
	Grand Total	-8630.74

5. RESOLUTION AMENDING VARIOUS 2021 APPOINTMENTS TO HILLSBOROUGH TOWNSHIP'S BOARDS AND COMMISSIONS

Mayoral Appointments

Board	Seat			Expiration
Planning Board	1 (Class I)	(1-year term)	Shawn Lipani	12/31/2021

Mayoral Appointments with consent of Township Committee

Board	Seat			Expiration
Hillsborough-Millstone Municipal Alliance	3	(1-year term)	Scott McCarthy	12/31/2021

Township Committee Appointments

Board	Seat			Expiration
Planning Board	3 (Class III)	(1-year term)	Frank DelCore	12/31/2021
Economic & Business Development Commission	1	(4-year term)	Bruce Norfleet	12/31/2024
Economic & Business Development Commission	Alt #1	(1-year term)	Antonio Ruffa	12/31/2021

6. RESOLUTION AUTHORIZING CONTRACT WITH SWIFTREACH FOR AN EMERGENCY ALERT SYSTEM FOR THE PERIOD JANUARY 1, 2021 THROUGH DECEMBER 31, 2021

WHEREAS, the Township of Hillsborough solicited quotes and received three (3) responses as follows:

Everbridge	No Response
SwiftReach	\$9,845.00
OnSolve/Code RED	\$11,000.00

WHEREAS, N.J.S.A. 40A:11-6.1 authorizes the award of a contract to the vendor whose response is most advantageous, price and other factors

considered; and

WHEREAS, the Director of Emergency Management and the Township Qualified Purchasing Agent recommend the contract be awarded to SwiftReach, the current provider, to ensure continuity of services, in an amount not to exceed \$9,845.00 for an Emergency Alert System; and

WHEREAS, funds are available and have been certified as such by the Chief Finance Officer through account #1-01-25-747-040.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby authorizes a 1-year contract with SwiftReach for an Emergency Alert System in an amount not to exceed \$9,845.00.

7. RESOLUTION AUTHORIZING PROGRAM YEAR 2019 COMMUNITY DEVELOPMENT BLOCK GRANT CV3 PROJECT

WHEREAS, the Township of Hillsborough was notified by Somerset County on December 21, 2020 that it will receive a special allocation of Community Development Block Grant-CV funds in the amount of \$161,592.11 that must be used to prevent, prepare for or respond to the coronavirus through the CARES Act; and

WHEREAS, the Township of Hillsborough plans to use \$161,592.11 of these funds to support a Food Security and Wellness Distribution Program; and

WHEREAS, the proposed project was discussed at a public meeting that was held on January 12, 2021; and

WHEREAS, it may be necessary to execute a sub-grant agreement, and other such documents as required in order to satisfy conditions and requirements associated with the receipt of said funds.

NOW, THEREFORE, BE IT RESOLVED that the Township of Hillsborough does hereby authorize submission of this/these project(s) for inclusion in Somerset County's Program Year 2019 Community Development Block Grant CV3 Action Plan Amendment.

BE IT FURTHER RESOLVED that the Township of Hillsborough does hereby authorize and direct the Mayor to execute a sub-grant agreement, and any other documents related to said project(s).

8. RESOLUTION APPOINTING DEBORAH BOYEA AS CHAIRPERSON OF THE ENVIRONMENTAL COMMISSION

WHEREAS, the Township needs to appoint a Chairperson for the Environmental Commission; and

WHEREAS, the Township wishes to appoint Deborah Boyea as Chairperson of the Environmental Commission.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Deborah Boyea be appointed Chairperson of the Environmental Commission.

9. RESOLUTION AWARDING CONTRACT WITH CME ASSOCIATES IN AN AMOUNT NOT TO EXCEED \$32,000 FOR AFFORDABLE HOUSING ADMINISTRATIVE AGENT SERVICES FOR 2021

WHEREAS, the Township is in need of Affordable Housing Administrative Agent services; and

WHEREAS, the Township issued a Request for Proposals for Affordable Housing Administrative Agent in accordance with the Fair and Open Selection Process; and

WHEREAS, the Qualified Purchasing Agent recommends the Township Committee authorize the award of a contract to CME Associates in an amount not to exceed \$32,000 for provision of Affordable Housing Administrative Agent services for 2021 based on the proposal submitted; and

WHEREAS, the Chief Financial Officer certifies sufficient funds are available in the Affordable Housing Trust Fund for these services.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) a contract is hereby awarded to CME Associates in an amount not to exceed \$32,000.00 for Affordable Housing Administrative Agent services for 2021; and (2) the Mayor and Clerk are authorized to execute a contract with CME Associates for said services.

10. RESOLUTION AUTHORIZING THE PURCHASE OF A 2021 FORD EXPLORER THROUGH THE MORRIS COUNTY COOP

WHEREAS, the Construction Code Official has requested authorization for the purchase of a 2021 Ford Explorer; and

WHEREAS, the 2021 Ford Explorer is available for purchase from Route 23 Ford Automall through the MCCPC Contract #6MOCCP of which the Township is a member; and

WHEREAS, funds are available and have been certified as such by the Chief Finance Officer through Account #T-12-56-860-012.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby authorizes and approves the purchase of a 2021 Ford Explorer from Route 23 Ford Automall through the MCCPC Contract #6MOCCP in an amount not to exceed \$29,607.00.

11. RESOLUTION AUTHORIZING A STIPEND TO BE PAID TO SHEILA CASTELLANO FOR HER NJ CLEAN COMMUNITIES GRANT PROGRAM RESPONSIBILITIES

WHEREAS, the New Jersey Clean Communities Grant provides for the payment of administrative stipends; and

WHEREAS, Sheila Castellano fulfills the Township's Clean Communities coordinator's responsibilities as well as the Educational component for reporting, completion of Clean Communities CEUs, performance of DEP litter survey, procurement of educational programs from vendors and attendance at meetings of the Clean Communities Board; and

WHEREAS, the Township Administrator recommends the payment of a \$5,000 stipend to Sheila Castellano for services performed on behalf of the Township in connection with the New Jersey Clean Communities Grant Program.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby authorizes a stipend payment in the amount of \$5,000 to Sheila Castellano in recognition of services performed on behalf of the Township in connection with the New Jersey Clean Communities Grant Program.

12. RESOLUTION APPOINTING STEVEN ECKERT, PAMELA BOREK, CHRISTOPHER MCMINN AND JOSEPH PASCHALL TO ONE (1) YEAR TERMS AS EMERGENCY MANAGEMENT DEPUTY COORDINATORS AND APPOINTING LUCY BUSH TO A ONE (1) YEAR TERM AS THE EMERGENCY MANAGEMENT ADMINISTRATIVE ASSISTANT EFFECTIVE JANUARY 1, 2021 THROUGH DECEMBER 31, 2021 AND AUTHORIZING ANNUAL STIPENDS

WHEREAS, the Township Office of Emergency Management Coordinator recommends the appointments of Steven Eckert, Pamela Borek, Christopher McMinn and Joseph Paschall to one (1) year terms as Deputy Emergency Management Coordinators effective January 1, 2021 through December 31, 2021 with annual stipends in the amount of \$700.00 for each for such service; and

WHEREAS, the Township Office of Emergency Management Coordinator recommends the appointment of Lucy Bush to a one (1) year term as Office of Emergency Management Administrative Assistant effective January 1, 2021 through December 31, 2021 with an annual stipend in the amount of \$700.00 for such service.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) Steven Eckert, Pamela Borek, Christopher McMinn and Joseph Paschall are appointed to one (1) year terms as Emergency Management Deputy Coordinators effective January 1, 2021 through December 31, 2021 with an annual stipend in the amount of \$700.00 to be paid to each for such service; and (2) Lucy Bush is appointed to a one (1) year term as Office of Emergency Management Administrative Assistant effective January 1, 2021 through December 31, 2021 with an annual stipend in the amount of \$700.00 to be paid to her for such service.

13. RESOLUTION EXTENDING T&M ASSOCIATES PROFESSIONAL SERVICES AGREEMENT TO MARCH 31, 2021 FOR EXISTING PROJECTS

WHEREAS, the Township awarded a Professional Services Agreement to T&M Associates to serve as Consulting Township Engineer; and

WHEREAS, the Professional Services Agreement with T&M Associates expired on December 31, 2020; and

WHEREAS, the Township and T&M Associates wish to extend the Professional Services Agreement to March 31, 2021 under the same terms and conditions permitting T&M Associates to complete ongoing projects and sign off on existing projects and the plans for such projects.

NOW, THEREFORE, BE IT RESOLVED by the Township of Hillsborough, County of Somerset, State of New Jersey, that the Professional Services Agreement between the Township and T&M Associates as Consulting Township Engineer be and hereby is extended to March 31, 2021 under the same terms and conditions permitting T&M Associates to complete ongoing projects and sign off on existing projects and the plans for such projects.

14. RESOLUTION ESTABLISHING THE ANNUAL SALARIES & WAGES OF MUNICIPAL EMPLOYEES

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the annual salaries and wages of the following employees are to be adjusted as listed below effective January 1, 2021 unless otherwise indicated:

Name	Position	Base Salary
Kinzler, Fred	Part-Time Technology	\$22.00/hr
Palinkas, Marcella	Part-Time Social Services	\$17.00/hr
Rind, Eileen	Part-Time Floater	\$15.00/hr
Rotz, Cecelia	Part-Time Receptionist	\$18.40/hr
Todd, Theresa	Part-Time Bus Driver	\$19.00/hr

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the above stated annual salaries and wages are hereby approved.

15. RESOLUTION AUTHORIZING THE TRANSFERRING OF HARRIET FENSTER-GUDE TO THE POSITION OF EXECUTIVE ASSISTANT TO THE MAYOR, ADMINISTRATOR AND TOWNSHIP COMMITTEE

WHEREAS, there exists a vacancy in the Administration Office for an Executive Assistant to the Mayor, Administrator and Township Committee; and

WHEREAS, Harriet Fenster-Gude is currently in the position of Office Assistant in the Clerk's Office and has expressed an interest in transferring to the position of Executive Assistant to the Mayor, Administrator and Township Committee; and

WHEREAS, the Township Administrator has interviewed Harriet Fenster-Gude and recommends transferring her to the position Executive Assistant to the Mayor, Administrator and Township Committee, effective January 13, 2021, at an annual salary of \$40,142.00.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the personnel recommendation of the Township Administrator is hereby ratified and approved.

Administrator Ferrera commented on Consent 15, welcoming Harriet Fenster-Gude, who has been in the Administration Office for 2 years, to the position of Executive Assistant to the Mayor, Administrator and Township Committee.

Mayor Lipani also congratulated Ms. Fenster-Gude and welcomed her to her new position.

Deputy Mayor DelCore also congratulated Ms. Fenster-Gude and commented on Consent 12, thanking the Office of Emergency Management Deputy Coordinators for continuing to serve in their vital roles.

Upon a motion by Deputy Mayor Frank DelCore, seconded by Committeewoman Janine Erickson the Consent Agenda was approved upon the call of the roll.

CLAIMS LIST

1. 2021-01

Mayor Lipani asked to approve 2021-01.

Upon a motion by Deputy Mayor Doug Tomson, seconded by Committeewoman Janine Erickson, Claims List 2021-01, was approved upon the call of the roll.

ADJOURNMENT

Upon a motion by Deputy Mayor Frank DelCore, seconded by Committeewoman Janine Erickson, the meeting was adjourned at 8:04 pm.

Attested:

A handwritten signature in cursive script that reads "Pamela Borek". The ink is dark and the signature is fluid.

Pamela Borek
Township Clerk