

Minutes of the February 14, 2023 Township Committee Meeting of the Township of Hillsborough, in the County of Somerset, State of New Jersey, held in the Municipal Complex at 7:30 PM on February 14, 2023.

CALL OF THE ROLL

Upon call of the roll, the following Committee members were recorded present: Mayor Shawn Lipani, Committeeman John Ciccarelli, Committeeman James Ruh, Jr., and Committeeman Doug Tomson. Also in attendance were Township Administrator Anthony Ferrera, Township Clerk Pamela Borek and Township Attorney William Willard. Deputy Mayor Robert Britting was absent.

SALUTE TO THE FLAG

MAYOR STATES

Mayor Lipani advised that in accordance with section 5 of the Open Public Meetings Act, Chapter 231, of the Public Laws of 1975, that notice of this meeting was made by the posting on the bulletin board at the Hillsborough Township Municipal Complex and notifying the officially designated newspapers that this meeting would take place at the Hillsborough Township Municipal Complex at 7:30 p.m. on Tuesday, February 14, 2023.

APPROVAL OF MINUTES

None at this time

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

Committeeman Ciccarelli

Committeeman Ciccarelli reported that it is important to review permit documents.

Committeeman Ciccarelli relayed that Hillsborough has received an NJDOT Local Aid Grant for \$368,400 for repaving the final phase of Amsterdam Drive. Phase 2 will begin this coming spring and the final phase will need to be designed, plans approved by NJDOT, and then bid, with work occurring in 2024.

Committeeman Ciccarelli reminded Hillsborough residents that it's time to start thinking about the Clean Communities program. Committeeman Ciccarelli encouraged residents to pick up free tree seedlings at Ann Van Middlesworth Park on Saturday, April 22nd.

Committeeman Ciccarelli stated that township data and maps are easily accessible to the public through the Mapping Hub or Zoning Map. He reported that this Interactive Tool is a mapping application that provides Zoning information on properties within Hillsborough.

Committeeman Ciccarelli reported that the Assessor's 2023 Tax List will be finalized on February 15, 2023. The 2023 preliminary Tax List was posted for viewing on the Assessor's webpage on February 10, 2023.

Committeeman Ciccarelli communicated that information on property taxes paid in 2022, can be found on the Township website. Select "Online Payments", then "Tax Information Lookup".

Committeeman Ciccarelli announced the launch of the official Experience Hillsborough e-magazine from the Economic Business and Development Committee which is a virtual display of the best of Hillsborough. Committeeman Ciccarelli advised that the Hillsborough Business Association will be hosting a Job/Internship Fair at the Municipal Building on February 28th from 10 AM-12 PM.

Committeeman Ruh

Committeeman Ruh noted that he attended the Orientation for newly elected officials, sponsored by the New Jersey League of Municipalities.

Committeeman Ruh stated that the Health Department would like to remind all businesses in town that their 2022 recycling tonnage reports must be submitted by March 1, 2023.

Committeeman Ruh reported that with the rising cost of groceries, the Hillsborough Community Assistance Network (C.A.N.), helps Hillsborough residents in need. Individuals or families experiencing food insecurity should fill out an application, found on the Social Services webpage.

Committeeman Ruh reported that the Hillsborough Parks & Recreation Department is offering numerous summer sports clinics and Summer Music Academy. Registration is open now.

Committeeman Ruh reminded the public of the price points for the Electric Vehicle Charger located at the Municipal Building. The price is \$1.50 per hour, with no fee for parking. After three hours, the driver is charged \$5 per hour for parking. This is to discourage drivers from parking in the EV charger spots for extended periods of time, making the charger unavailable for other EV drivers to utilize.

Committeeman Tomson

Committeeman Tomson reported that the Police Department would like to again remind all Hillsborough residents to lock their cars when not in use, remove the key fob, and remove all valuables from vehicles.

Committeeman Tomson stated that each year, the Hillsborough Township Police Department selects two "Top Cops", one from each Patrol Squad, to be recognized for their exceptional performance for the previous year. Hillsborough's Top Cops for 2023, Officer Dillon Kelly and Officer Richard Tichenor, were recognized for the highest ranking on each of the two Patrol Squads. Committeeman Tomson congratulated these two veteran officers on their exemplary service to the Township, earning them this distinct honor.

Committeeman Tomson announced that three new career firefighters, Kevin Danberry, Adam Capwell, and AJ Herring, were sworn in by the Board of Fire Commissioners on February 7, 2023.

Committeeman Tomson disclosed that Delta Dental reaffirmed its dedication to expanding oral healthcare access to our nation's veterans through its partnership with the Dental Lifeline Network (DLN).

Mayor Lipani

Mayor Lipani echoed Committeeman Tomson's comments regarding locking and leaving valuables in cars.

Mayor Lipani reported that the Township is beginning to work on the 2024 color-printed calendar with Town Planner to produce it. Mayor Lipani stated that individuals interested in submitting photographs for consideration for the 2024 calendar can email their high-resolution image, along with a photo release form, to Deborah Ng at debng@hillsborough-nj.org.

Mayor Lipani reported that the Hillsborough Township website also boasts a variety of accessibility features. Mayor Lipani stated that Gmail users can translate eNews into another language by opening the eNews, clicking on the three dots at the top right of your email page, and selecting "Translate." In addition, by clicking on the "person" at the bottom right of the screen, a menu includes the ability to make the font bigger, use dyslexic-friendly text, highlight links, and much more.

Mayor Lipani stated that on Friday, February 3rd, employees from Hillsborough Township and the Board of Education wore red in observance of National Wear Red for Women's Day raising awareness for women's heart health.

Mayor Lipani announced that Hillsborough Township Mayors Wellness partnered with Robert Wood Johnson to host a free nutrition workshop.

Mayor Lipani encouraged residents to save the date as The Green Living and Wellness Fair is returning to the Municipal Complex on June 3rd immediately after the Hillsborough Hop.

Mayor Lipani announced that The New Jersey Motion Picture and Television Commission, in partnership with the Somerset County Film Commission, announced that Franklin, Hillsborough, South Bound Brook, and Watchung, have completed the multi-step training and certification process and have been designated as Film Ready Communities.

Mayor Lipani announced that late last month the Township kicked off its Interfaith Community Network.

Mayor Lipani reported that on Sunday, January 12th, he and Committeeman Ruh attended the Hillsborough Diamond Club's Pancake Breakfast and thanked everyone in the community who came out, donated, and supported the cause.

PROCLAMATIONS / APPOINTMENTS

1. BLACK HISTORY MONTH

***WHEREAS**, during Black History Month, we celebrate the many achievements and vast contributions of African Americans to our economic, spiritual, political, and cultural development of both our nation and our community; and*

***WHEREAS**, the 2023 theme is “Black Resistance” and explores how African Americans have resisted historic and ongoing oppression, in all forms; and*

***WHEREAS**, the observance of Black History Month reminds us of the continued need to mitigate racism and to build a harmonious community; and*

***WHEREAS**, Hillsborough Township continues to work toward becoming a more inclusive community wherein all people are respected and recognized for their contributions and potential contributions to our community, state, country and world; and*

***WHEREAS**, Hillsborough Township is proud to honor the history and contributions of African Americans in our community.*

***NOW, THEREFORE, BE IT PROCLAIMED**, that we, the Mayor and the Hillsborough Township Committee, do hereby recognize February as Black History Month.*

***BE IT FURTHER PROCLAIMED**, that we, the Mayor and the Hillsborough Township Committee, urge all residents to recognize the contributions made by members of the African American community and to actively promote the principles of equality and liberty.*

2. NATIONAL TEEN DATING VIOLENCE AWARENESS/PREVENTION 2023

***WHEREAS**, National Teen Dating Violence Awareness and Prevention Month started in 2016 as an initiative*

created by President Barack Obama; and

***WHEREAS**, dating violence may include physical force, such as hitting or shoving, emotional abuse, such as constant monitoring, or sexual assault. Teens are easily influenced by their early relationships, and the example set by those relationships can have a lasting impact on their lives; and*

***WHEREAS**, violent dating relationships can lead to depression, anxiety, drug and alcohol abuse, and thoughts of suicide. Approximately one in ten teenagers report being physically or sexually victimized by a dating partner, while many other victims do not report it at all; and*

***WHEREAS**, all Americans have a role to play in ending dating violence and fostering safe, healthy environments for teens and young adults.*

***NOW, THEREFORE, BE IT PROCLAIMED**, that we, the Mayor and Hillsborough Township Committee, do hereby declare February as National Teen Dating Violence Awareness and Prevention Month.*

***BE IT FURTHER PROCLAIMED**, that we, the Mayor and Hillsborough Township Committee, encourage all Hillsborough residents to join the campaign and become concerned about the violence that occurs every day to our country's teens, in the hope of reaching a day where no young person knows the pain caused by dating violence.*

PRESENTATIONS

CONSENT

1. RESOLUTION AUTHORIZING A CHANGE IN TITLE FOR THOMAS BELANGER AND REMOVING HIM FROM AFSCME UNION

WHEREAS, the Township Administrator has recommended a change in title and position for Thomas Belanger from Assistant Township Engineer to Engineering Director of the Engineering Department; and

WHEREAS, Thomas Belanger is currently a member of the AFSCME union; and

WHEREAS, the position of Engineering Director of the Engineering Department is a management position and therefore not eligible for union membership; and

WHEREAS, Mr. Belanger has agreed to the change in title and removal from the AFSCME union with no change in salary.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that effective February 15, 2023, the title position of Thomas Belanger shall be changed from Assistant Township Engineer to Engineering Director of the Engineering Department and that he shall no longer be a member of the AFSCME union.

2. RESOLUTION AUTHORIZING RELEASE OF CASH ESCROW AND ENGINEERING INSPECTION FEES FOR ROAD OPENING PERMIT #2021-18

WHEREAS, a Cash Escrow and Engineering Inspection fees were posted for Road Opening Permit #2021-18; and

WHEREAS, the Assistant Township Engineer certifies all work has been satisfactorily completed and recommends: (1) the release of the cash escrow in the amount of \$1,050.00 to Ace Plumbing & Heating; and (2) release \$136.33 in Engineering Inspection fees to the Township of Hillsborough for inspections performed.

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

3. RESOLUTION ACCEPTING AND ADOPTING THE CENTRAL JERSEY MUNICIPAL JOINT INSURANCE FUND'S 2023 SAFETY INCENTIVE PROGRAM

WHEREAS, the Township of Hillsborough is a member of the Central Jersey Municipal Joint Insurance Fund ("JIF"); and

WHEREAS, it is the policy of the JIF to achieve the best and most practical degree of freedom from accidents and/or injuries; and

WHEREAS, the JIF endeavors to ensure that all of their members' employees, volunteers and public are provided with a safe and healthy environment, free from any recognized hazards; and

WHEREAS, the JIF endeavors to ensure that all of its members are in compliance with applicable safety and health requirements; and

WHEREAS, the JIF's Safety Committee is made up of representatives of the Fund's Municipalities, along with the professionals employed by the Fund; and

WHEREAS, the Safety Incentive Program will assist all the JIF members in becoming or maintaining compliance with all Public Employees Occupational Safety and Health (PEOSH) Requirements; and

WHEREAS, the JIF has adopted the new 2023 Safety Incentive Program which should succeed in providing a safe, healthful and pleasant environment; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Central Jersey Municipal Joint Insurance Fund 2023 Safety Incentive Program is hereby adopted by the Township of Hillsborough.

4. RESOLUTION AUTHORIZING RELEASE OF CASH ESCROW IN THE AMOUNT OF \$5,000.00 FOR HILLSBOROUGH GARDENS CLUBHOUSE

WHEREAS, a cash escrow in the amount of \$5,000.00 was provided to guarantee completion of the Hillsborough Gardens Clubhouse; and

WHEREAS, the Assistant Township Engineer certifies all work has been successfully completed and recommends the release of the cash escrow in the amount of \$5,000.00 to Hillsborough Gardens.

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

5. RESOLUTION AMENDING MUNICIPAL COURT APPOINTMENTS FOR 2023

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the following Municipal Court Officials are appointed to the Hillsborough, Manville, Montgomery and Branchburg Shared Municipal Court for 2023 except as otherwise specified:

<u>Title</u>	<u>Name</u>
Municipal Court Judge	Francesco Taddeo
Municipal Court Administrator	Susan Keeth
Municipal Prosecutor	Kip Bateman
Alternate Municipal Prosecutor	Brian Davis
Alternate Municipal Prosecutor	Kevin Hewitt
Alternate Municipal Prosecutor	Rachel Campbell
Alternate Municipal Prosecutor	Philip George
Alternate Municipal Prosecutor	Dominic DiYanni
Alternate Municipal Prosecutor	John Donnadio
DUI Prosecutor (Hillsborough/Manville/Montgomery)	John Bruder
DUI Prosecutor (Branchburg Only)	Kip Bateman / Alternate Prosecutors
Public Defender (Hillsborough/Manville/Montgomery)	Peter Cipparulo
Public Defender (Branchburg Only)	Scott Mitzner
DUI Public Defender	Scott Mitzner

6. 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.

Diane Walters	\$135.00
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7. RESOLUTION AUTHORIZING THE TOWNSHIP OF HILLSBOROUGH TO APPLY FOR AND SECURE THE SUSTAINABLE JERSEY® GRANT FUNDED BY PSEG

WHEREAS, a sustainable community seeks to optimize the quality of life for its residents by ensuring that its environmental, economic, and social objectives are balanced and mutually supportive; and

WHEREAS, the Township of Hillsborough strives to save tax dollars, assure clean land, air and water, improve working and living environments by applying for a grant in the amount of \$2,000.00 to implement the “Seedlings for Seniors” program intended to re-employ a currently underutilized municipal garden into an inclusive community haven; and

WHEREAS, the Township of Hillsborough is participating in the Sustainable Jersey Program; and

WHEREAS, one of the purposes of the Sustainable Jersey Program is to provide resources to municipalities to make progress on sustainability issues and they have created a grant program called the Sustainable Jersey Small Grants funded by PSEG.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Township is authorized to apply for and secure the aforementioned

Sustainable Jersey Grant funded by PSEG.

8. RESOLUTION AUTHORIZING STIPEND PAYMENTS TO SCOTT WILLIAMSON, ED ALLATT, AND CHRIS HUDDY IN ACCORDANCE WITH THE 2023 SALARY ORDINANCE

WHEREAS, the Construction Official recommends the following stipend payments be paid in accordance with the 2023 Salary Ordinance: (1) \$5,000.00 to Scott Williamson, Fire Inspector, for conducting electrical inspections and mechanical inspections; (2) \$1,500.00 to Ed Allatt, Fire Subcode Official, for serving as Acting Construction Official as needed; and (3) \$750 to Chris Huddy for serving as Acting Construction Official as needed effective July 2022.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendations of the Construction Official are hereby accepted and approved.

9. RESOLUTION AMENDING 2023 HILLSBOROUGH MILLSTONE MUNICIPAL ALLIANCE APPOINTMENTS

WHEREAS, the Hillsborough Township Mayor hereby amends the following appointment to the Hillsborough Millstone Municipal Alliance:

Allison Mireau	1 year term	12/31/2023
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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 the above actions are hereby approved.

10. RESOLUTION AMENDING APPOINTMENTS TO THE ECONOMIC AND BUSINESS DEVELOPMENT COMMISSION

WHEREAS, there is a need to amend the appointments to the Economic and Business Development Commission; and

WHEREAS, Kyle Newell shall be appointed to Seat #2, expiring on 12/31/2023; and

WHEREAS, Tito Sharma shall be appointed to Seat #6, expiring on 12/31/2024; and

WHEREAS, Mrinalini Ayachit shall be appointed to Alt #1, expiring on 12/31/2026.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the above amendments to the Economic and Business Development Commission are hereby approved.

11. RESOLUTION AUTHORIZING PENNONI ASSOCIATES TO PROVIDE AERIAL TOPOGRAPHIC MAPPING

WHEREAS, on January 4, 2021, as a result of the Fair and Open Selection Process, N.J.S.A. 19:44A-20.4-5 et seq., Pennoni Associates was awarded a professional services contract designating them as the Township of Hillsborough Engineer; and

WHEREAS, there is now the necessity for professional engineering services, namely, to perform Aerial Topographic Mapping as described in a proposal from Pennoni Associates, dated February 7, 2023, in an amount not to exceed \$159,930.00; and

WHEREAS, funding for these services will be provided through account #G-02-40-650-000 as certified by the

Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) Pennoni Associates is authorized to perform Aerial Topographic Mapping for Hillsborough Township as outlined in its proposal, dated February 7, 2023, in an amount not to exceed \$159,930.00; (2) the Mayor and Township Clerk are hereby authorized to execute an amendment to the Professional Services Contract with Pennoni Associates for these services in an amount not to exceed \$159,930 .00; and (3) this Contract is awarded, as a result of the Fair and Open Selection Process as "Professional Services" in accordance with N.J.S.A. 40A:11-5(1)a of the Local Public Contracts Law and the New Jersey Local Unit Pay to Play Law (N.J.S.A. 19:44A-20.4-5 et seq.) because these services will be performed by persons authorized by law to practice a recognized profession, whose practice is regulated by law, the performance of which service requires knowledge of an advance type in a field of learning acquired by a prolonged formal course of specialized instructions as distinguished from general academic instruction or apprenticeship and training.

12. RESOLUTION AUTHORIZING THE HIRING OF ALEX MIDDLETON TO FILL A VACANCY IN THE POSITION OF FIELD INSPECTOR/ASSESSMENT CLERK IN THE TAX ASSESSOR'S OFFICE

WHEREAS, there exists a vacancy in the position of Field Inspector/Assessment Clerk within the Tax Assessor's Office; and

WHEREAS, the Tax Assessor recommends the hiring of Alex Middleton to fill the vacancy in the position of Field Inspector/Assessment Clerk within the Tax Assessor's Office, effective February 21, 2023, at an annual salary of \$38,000.00.

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 Tax Assessor is hereby accepted and approved.

13. RESOLUTION AUTHORIZING HIRING OF NICOLAS ZIENIUK FOR THE POSITION OF FULL-TIME PLUMBING INSPECTOR IN THE HILLSBOROUGH TOWNSHIP BUILDING DEPARTMENT

WHEREAS, there exists a need for a full-time Plumbing Inspector in the Township of Hillsborough Building Department; and

WHEREAS, the Construction Official recommends the hiring of Nicolas Zieniuk as a full-time Plumbing Inspector in the Township of Hillsborough Building Department effective February 21, 2023 at an annual salary of \$70,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendations of the Construction Official are hereby authorized and approved.

14. RESOLUTION GRANTING PERMANENT EMPLOYEE STATUS TO JOHN DUNAY AS PUBLIC WORKS WORKER 3

WHEREAS, John Dunay was hired as full-time Public Works Worker in the Department of Public Works on November 16, 2022; and

WHEREAS, the Director of Public Works certifies that Mr. Dunay has performed his duties and assignments in a capable and competent manner; and

WHEREAS, having qualified for regular employee status during the 90 day probationary period, the Director of

Public Works recommends that regular employee status be conferred upon Mr. Dunay effective February 16, 2023.

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 Public Works is hereby accepted and approved.

15. 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 indicated 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	-110.12
Gateway Phase 7	GATEWAY7IN	-645.08
Harvesters Gospel Insp	HARVESTIN	-104.85
Hillsborough Gardens	HILLSGARIN	-104.85
MAAC 18-PB-12	MAACDEV2IN	-110.12
Skymanor Properties	SKYMANORIN	-162.55
Village Point (3 Ronson)	VILLAGPTIN	-468.936
Grand Total		(\$1,706.51)

16. RESOLUTION AUTHORIZING THE PROMOTION OF LIEUTENANT SEAN CAROLAN TO CAPTAIN AND SERGEANT THOMAS MCLAIN TO LIEUTENANT AND CORPORAL HANK OLSZYK TO SERGEANT EFFECTIVE FEBRUARY 15, 2023

WHEREAS, the promotional process conducted to select the most suitable candidates for promotion to the positions of Captain, Lieutenant and Sergeant in the Hillsborough Police Department has been completed; and

WHEREAS, the Chief of Police recommends the appointment of Lieutenant Sean Carolan to the position of Captain effective February 15, 2023, at an annual salary of \$178,535, pursuant to the current P.B.A. Contract; and

WHEREAS, the Chief of Police recommends the appointment of Sergeant Thomas McLain to the position of Lieutenant effective February 15, 2023, at an annual salary of \$169,253, pursuant to the current P.B.A. Contract; and

WHEREAS, the Chief of Police recommends the appointment of Corporal Hank Olszyk to the position of Sergeant effective February 15, 2023, at an annual salary of \$140,456, 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 recommendations of the Chief of Police are hereby accepted and approved.

17. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO STAVOLA ASPHALT COMPANY FOR THE REMOVAL OF OLD ASPHALT IN AN AMOUNT NOT TO EXCEED \$8,000.00

WHEREAS, the Director of Public Works has determined there is a need for asphalt removal; and

WHEREAS, a solicitation for quotes was prepared and distributed for said services; and

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

Stavola Asphalt Co.	\$35/ton
Weldon Materials Inc.	Could not provide a per ton price
HVI Services	\$44/ton

WHEREAS, the Director of Public Works and Qualified Purchasing Agent recommend the award of a contract to Stavola Asphalt Company for the removal of old asphalt at the price of \$35.00 per ton and in an amount not to exceed \$8,000.00; and

WHEREAS, the Chief Financial Officer certifies there are sufficient funds in account #2-01-26-775-025 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 a contract is hereby awarded to Stavola Asphalt Company for the removal of old asphalt at the price of \$35.00 per ton in an amount not to exceed \$8,000.00.

18. RESOLUTION AUTHORIZING THE REIMBURSEMENT OF THE MUNICIPAL PORTION OF PROPERTY TAXES FROM AUGUST 31, 2022 THROUGH DECEMBER 31, 2022 AND A FULL REFUND OF THE TAXES PAID FOR THE FIRST QUARTER OF 2023 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, however said exemption shall not extend beyond January 1 of the year prior to the date of submission of the application to the Township with all qualifying documents; and

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

Angiuli, James & Maria	Block 203.16 Lot 34	\$3,875.63
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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 municipal portion of property taxes paid from August 31, 2022 to December 31, 2022 and a full refund for taxes paid for the first quarter of 2023 to the above referenced property owner.

19. RESOLUTION AWARDED CONTRACT TO HALECON FOR SKATE PARK RESURFACING

WHEREAS, the Township of Hillsborough solicited quotes for the resurfacing of the Skate Park and three (3) responses were received as follows:

Halecon	\$24,300.00
Kurt's Kourts	\$26,875.00
NatureWorks	No Quote

WHEREAS, the Director of Parks & Recreation and the Township Qualified Purchasing Agent recommend the award of a contract to Halecon in an amount not to exceed \$24,300.00 in accordance with the project specifications and quote submitted; and

WHEREAS, funds are available and have been certified as such by the Chief Finance Officer through account #C-04-55-218-530.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that a contract is hereby awarded to Halecon in an amount not to exceed 24,300.00 for the resurfacing of the Skate Park.

20. RESOLUTION AMENDING ENVIRONMENTAL COMMISSION APPOINTMENT

Environmental Commission

2	Eric Rosenthal	unexpired term	12/31/2024
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21. RESOLUTION AUTHORIZING THE TRANSFER OF DAVID KOIS FROM THE POSITION OF INTERIM PLANNING & ZONING DIRECTOR IN THE PLANNING & ZONING OFFICE TO DIRECTOR OF PLANNING AND ZONING, EFFECTIVE JANUARY 31, 2023

WHEREAS, the Township Administrator recommends a change in the title of David Kois from Interim Planning and Zoning Director for the Planning & Zoning Office to Director of Planning and Zoning for the Planning & Zoning Office on January 31, 2023; and

WHEREAS, Mr. Kois has agreed to the change in title.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that effective January 31st, 2022, the title position of David Kois shall be changed from Interim Planning and Zoning Director for the Planning & Zoning Office to Director of Planning and Zoning for the Planning & Zoning Office.

Upon a motion by Mayor Shawn Lipani, seconded by Committeeman Jim Ruh, Jr., Resolutions 12 and 13 were unanimously approved upon the call of the roll.

Township Administrator Ferrera welcomed the two new employees.

Upon a motion by Committeeman Doug Tomson, seconded by Committeeman John Ciccarelli, the consent agenda resolutions 1-11 and 14-21 were unanimously approved upon the call of the roll.

Committeeman Ciccarelli asked Administrator Ferrera to comment on #11.

Township Administrator Ferrera stated that there was a meeting with several departments regarding stormwater and

creating a 5 year plan.

Mayor Lipani stated this is the first part of the state mandate that the township must comply with receiving no money from the state.

Maria Janucik, 720 E. Frech Ave, Manville inquired as to resolutions 1, 5, 8, 11, 16, and 21.

Township Administrator Ferrera provided detailed responses with regard to each resolution.

Committeeman Tomson explained the payment made to Pennoni Engineering for the state mandated aerial topography mapping.

Committeeman Tomson explained the police department promotions.

PUBLIC HEARINGS

1. 2023-01 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, County of Somerset, State of New Jersey, as follows:

Section 1. The Salary Ordinance of the Township of Hillsborough shall be amended as follows:

CLASSIFICATION	MIN	MAX	DEPT	TYPE
Committeepersons	3,500	10,000	Administration	Non-Union
Township Administrator	50,000	210,000	Administration	Non-Union
IT Systems Director	41,000	120,000	Administration	Non-Union
Human Resources Director	45,000	95,000	Administration	Non-Union
Assistant IT Systems Director	35,000	65,000	Administration	Non-Union
Executive Assistant	35,000	65,000	Administration	Non-Union
Secretary to Administrator	35,000	65,000	Administration	Non-Union
Economic and Business Development Director	15,000	90,000	Administration	Non-Union
Special Projects Coordinator	1,000	5,000	Administration	Non-Union
IT Part-Time Assistant	\$15.00/Hr.	\$28.00/Hr.	Administration	Part-Time
Secretary/ Clerk Part-Time	\$12.00/Hr.	\$22.00/Hr.	Administration	Part-Time
Communications/Social Media Coordinator	\$15.00/Hr.	\$28.00/Hr.	Administration	Part-Time
Director Building Department	48,000	150,000	Building	Non-Union
Construction Official	48,000	150,000	Building	Non-Union
Building Sub Code Official / Supervisor	48,000	122,337	Building	Non-Union
Part-Time Inspector	\$25.00/Hr.	\$40.00/Hr.	Building	Part-Time
Part-Time Technical Assistant	\$12.00/Hr.	\$22.00/Hr.	Building	Part-Time
Use of License in 2 nd Discipline	2,500	5,000	Building	Stipend
Acting Construction Official	1,500	5,000	Building	Stipend
Director of Engineering	10,000	125,000	Engineering	Non-Union
Township Engineer	10,000	125,000	Engineering	Non-Union
Health Officer	47,000	115,701	Health	Non-Union
Deputy Health Officer	45,000	96,031	Health	Non-Union
Director of Environmental Programs	45,000	96,031	Health	Non-Union
Registered Environmental Health Specialist	45,000	96,031	Health	Non-Union
Deputy Director Envir. & Public Health Programs	38,000	75,000	Health	Non-Union

Part-Time Property Maint/Code Enforcement	\$15.00/Hr.	\$30.00/Hr.	Health	Part-Time
Millstone Health Liaison	2,000	6,000	Health	Stipend
Recycling Coordinator	2,000	6,000	Health	Stipend
Assistant Recycling Coordinator	1,000	5,000	Health	Stipend
Registrar	1,000	4,000	Health	Stipend
Court Administrator	45,000	105,000	Municipal Court	Non-Union
Deputy Court Administrator	38,000	80,000	Municipal Court	Non-Union
Municipal Judge	15,000	85,000	Municipal Court	Non-Union
After Hours ECDR Processing	2,000	5,000	Municipal Court	Stipend
Public Defender	1,000	25,000	Municipal Court	Stipend
Shared Court Stipend	2,000	50,000	Municipal Court	Stipend
Township Planner	47,000	125,000	Planning & Zoning	Non-Union
Zoning Officer	45,000	95,000	Planning & Zoning	Non-Union
GIS Specialist/Assistant Planner	45,000	95,000	Planning & Zoning	Non-Union
Police Chief	125,000	235,000	Police	Non-Union
Police Captain	120,000	185,000	Police	Non-Union
Police Lieutenant	115,000	175,000	Police	Non-Union
Police Sergeant	114,006	154,599	Police	PBA Local 205
Police Corporal	106,881	140,546	Police	PBA Local 205
Police Officer	46,508	133,854	Police	PBA Local 205
IT Manager	40,000	125,000	Police	PBA Local 205
Police Chief Secretary	35,000	80,000	Police	Non-Union
Police Operations Assistant	35,000	65,000	Police	Non-Union
Municipal Prosecutor	10,000	70,000	Police	Non-Union
OEM Director/Police Property Director	45,000	95,000	Police	Non-Union
Special Officers	\$12.00/Hr.	\$28.00/Hr.	Police	Part-Time
Crossing Guards	\$10.00/Hr.	\$22.00/Hr.	Police	Part-Time
Police Property Manager	\$20.00/Hr.	\$28.00/Hr.	Police	Part-Time
Director Public Works	47,000	130,000	Public Works/Parks	Non-Union
P/T Administrative Assistant	\$12.00/Hr.	\$22.00/Hr.	Public Works/Parks	Part-Time
P/T Building Maintenance	\$15.00/Hr.	\$28.00/Hr.	Public Works/Parks	Part-Time
Supervisor of Public Works	45,000	110,000	Public Works/Parks	Non-Union
Supervisor of Parks	45,000	110,000	Public Works/Parks	Non-Union
Assistant Supervisor of Public Works	38,000	95,000	Public Works/Parks	Non-Union
DPW Working Foreman	62,000	80,000	Public Works/Parks	Non-Union
Arborist	59,012	75,000	Public Works/Parks	Teamsters Local 469
Sign Shop Operator	59,012	75,000	Public Works/Parks	Teamsters Local 469
Equipment Operator/Mechanic/Journeyman/Welder (I)	63,253	80,000	Public Works/Parks	Teamsters Local 469
Equipment Operator/Mechanic/Journeyman/Welder (II)	69,417	85,000	Public Works/Parks	Teamsters Local 469
Public Works Worker 1-4	36,326	75,000	Public Works/Parks	Teamsters Local 469
Director Parks and Recreation	55,000	105,000	Recreation	Non-Union
Assistant Director of Recreation	38,000	80,000	Recreation	Non-Union
Director Social Services	55,000	120,000	Social Services	Non-Union

Assistant Director of Social Services	38,000	75,000	Social Services	Non-Union
Senior Dance Instructor	\$ 25.00/Hr.	\$ 35.00/Hr.	Social Services	Part-Time
Senior Wellness Instructor	\$ 25.00/Hr.	\$ 35.00/Hr.	Social Services	Part-Time
Part-Time Bus Driver	\$ 12.00/Hr.	\$ 22.00/Hr.	Social Services	Part-Time
Part-Time Mr. Fix-It	\$ 12.00/Hr.	\$ 22.00/Hr.	Social Services	Part-Time
Tax Assessor	47,000	145,000	Tax Assessor	Non-Union
Deputy Assessor	45,000	95,000	Tax Assessor	Non-Union
CFO/Treasurer/Tax Collector	10,000	160,000	Tax Collection/Treasurer	Non-Union
Tax Collector	10,000	100,000	Tax Collection/Treasurer	Non-Union
Treasurer/CFO	10,000	125,000	Tax Collection/Treasurer	Non-Union
Director of Finance	10,000	125,000	Tax Collection/Treasurer	Non-Union
Qualified Purchasing Agent	10,000	100,000	Tax Collection/Treasurer	Non-Union
Deputy Collector/Treasurer	45,000	95,000	Tax Collection/Treasurer	Non-Union
Deputy Finance Officer	45,000	95,000	Tax Collection/Treasurer	Non-Union
Township Clerk	20,000	130,000	Township Clerk	Non-Union
Township Clerk/PIO/Communications Director	20,000	130,000	Township Clerk	Non-Union
Deputy Clerk	20,000	80,000	Township Clerk	Non-Union
Deputy Clerk/Digital Technology Specialist	20,000	80,000	Township Clerk	Non-Union
Asst. to Municipal Clerk	35,000	65,000	Township Clerk	Non-Union
Part-Time Receptionist	\$15.00/Hr.	\$22.00/Hr.	Township Clerk	Part-Time
Part-Time Floater	\$15.00/Hr.	\$22.00/Hr.	Township Clerk	Part-Time
Class I	35,000	79,689	All Departments	AFSCME Union
Grade 12	41,333	105,625	All Departments	AFSCME Union
Grade 11	44,338	113,278	All Departments	AFSCME Union
Grade 10	47,831	122,237	All Departments	AFSCME Union

Upon a motion by Committeeman Doug Tomson, seconded by Committeeman Jim Ruh, to open the public hearing on Ordinance 2023-01, the motion was unanimously approved upon the call of the roll.

Marie Janucik, 720 E. Frech Ave, Manville asked if the ordinance was amended every year.
Mayor Lipani stated yes as to minimums, maximums, cost of living and union contract specifications.

Upon a motion by Committeeman Doug Tomson, seconded by Committeeman Jim Ruh, to close the public hearing and adopt Ordinance 2023-01, the motion was approved upon the call of the roll.

INTRODUCTION OF NEW ORDINANCES

None

CLAIMS LIST

1. 2023-03

Mayor Lipani asked to approve Claims List 2023-02.

Upon a motion by Committeeman Doug Tomson, seconded by Committeeman John Ciccarelli, Claims List 2023-02, was approved upon the call of the roll.

Maria Janucik, 720 E. Frech Ave, Manville asked about the Supplemental Bill list with respect to the Central Jersey

Municipal Joint Insurance payment, the Harrah's payment, the cafeteria plan payment, and fees paid to attorneys. Township Clerk Borek explained the joint insurance payment.

Administrator Ferrera explained the Harrah's payment is for continuing education and the cafeteria plan has to do with health insurance.

Mayor Lipani and Township Attorney Willard explained the process of paying Attorney Bernstein.

NEW BUSINESS

None

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

Township Clerk Pamela Borek stated the following. The Township Committee welcomes input from the public.

Please state your name and address and please spell your name for the record. You will be given one three minute allotment for your comments. Please understand that this public forum is not structured as a question and answer session. Comments are to be addressed to the Mayor. Again, please keep your comments to three minutes. Thank you. We will begin this evening with email comments.

Susan Gulliford, Hunt Club Road expressed concern over Greg Redington of Redcom addressing the TC and promoting his projects when two members of the TC are on the Planning Board.

Committeeman Tomson stated the freedom of speech amendment allows any individual to speak during public comment at an open public meeting.

Attorney Willard stated the law provides and mandates allowing anyone to be allowed to speak at public comment at governing body and board of education meetings. That rule does not apply to Planning Board meetings.

Maria Janucik, 720 E. Frech Ave, Manville asked about shared municipal court, finances and records kept. She also stated the new civic clerk update makes it much more difficult to navigate.

Administrator Ferrera stated that Manville should have its own records for its revenue.

Anna Mahler, Hunt Club Road questioned the process of appointments to the Municipal Alliance as two long term members were not reappointed.

Administrator Ferrera stated he too was a long standing member that was not reappointed.

Mayor Lipani advised that longevity does not guarantee a spot and since both were on the Board of Education he asked the BOE to supply liaisons so as to not duplicate. Both persons asked not to be liaisons and therefore were not reappointed.

Committeeman Tomson stated anyone can attend the Alliance without being appointed.

EXECUTIVE SESSION

None

ADJOURNMENT

Upon a motion by Committeeman Doug Tomson, seconded by Committeeman Jim Ruh, the meeting duly adjourned at 8:58 pm. Said motion was unanimously carried upon voice vote.

Attested:



Pamela Borek
Township Clerk

