

Minutes of the February 28, 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 28, 2023.

CALL OF THE ROLL

Upon call of the roll, the following Committee members were recorded present: Mayor Shawn Lipani, Deputy Mayor Robert Britting, Jr., 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.

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 28, 2023.

APPROVAL OF MINUTES

None

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

Committeeman Ciccarelli

Committeeman Ciccarelli reminded residents that when hiring a contractor to do work it is important to stay in contact with them through the permitting and inspection process.

Committeeman Ciccarelli stated that if residents are planning any outside construction projects such as an addition, driveway expansion, swimming pool, or fence installation, the Engineering Department is here to help. These activities can affect rain runoff to adjoining properties and with proper regrading, installation of storm drainage features, and possibly use of new green infrastructure improvements (like rain gardens), these construction activities can be accomplished without causing additional or changes to runoff and impacting neighbors.

Committeeman Ciccarelli advised that registration for the 2023 Annual Clean Up Drop-Off Program begins March 1st. Seniors interested in curbside pickup can either sign up online or call the Public Works Department at 908-369-3950 during business hours to register.

Committeeman Ciccarelli reported that business owners should check the township sign ordinance before investing in any temporary signage. See the Township Code, Chapter 188-83 section H or contact Planning and Zoning with any questions or concerns at 908-369-8382.

Committeeman Ciccarelli informed that opioid overdose is the leading cause of accidental death in the United States. In 2022 New Jersey lost close to 3,000 people to drug-related overdoses. The Hillsborough Municipal Alliance has recently hosted 2 Narcan trainings. All attendees were provided information, resources, training, and a Narcan kit for future use. The Alliance will be hosting another virtual training on April 20th.

Committeeman Ciccarelli announced that Resolution: #6 presents an opportunity for the Township to assist Somerset County with the purchase of property for Open Space preservation in connection with the Sourland Mountain Preserve.

Committeeman Ruh

Committeeman Ruh stated he along with Committeeman Ciccarelli attended basketball championship games on February 25th hosted by the Recreation Department.

Committeeman Ruh reported that the Hillsborough Parks and Recreation Department is offering clinics such as Basketball, Tennis, Soccer, Softball, and Summer Music Academy. Registration is open now.

Committeeman Ruh announced that the Health Department is partners with Amwell Pharmacy, Hillsboro Pharmacy, and Rutgers Pharmacy School and will offer monthly blood pressure tests along with Covid 19 vaccinations. These clinics will be held at the municipal building several times per month, and at offsite locations to be announced. The next blood pressure and vaccine clinic will be held Thursday, March 2nd, from 11 a.m. to 1 p.m.

Committeeman Ruh advised that the Auten Road Intermediate School fifth grade teams, representing the Chiefs, and the Eagles participated in the Eighth Annual Soup-er Bowl collection. During the two-week contest, students and families gathered 1,795 cans of soup for charity. The students and their families from Woods Road Elementary School had a similar event with another large donation for the Hillsborough CAN.

Committeeman Ruh stated that the Hillsborough Employee Activities Recognition Team (H.E.A.R.T) also hosted a similar competition resulting in a large donation to the Hillsborough CAN.

Committeeman Ruh reported that on March 16th there will be a free financial literacy workshop at the Municipal Building. Topics of discussion include banks, credit cards, credit scores, record keeping, budgeting, and more.

Committeeman Tomson

Committeeman Tomson reported that deer carcass removal is done through a deer carcass removal company. Residents can report a dead deer by calling the Non-Emergency Police phone number at 908-369-4323 extension 3 to speak with a dispatcher. Once reported, the Police mark the dead deer with a red or orange X and contact the deer carcass removal company to remove the deer. Deer carcasses are generally removed within a week or less.

Committeeman Tomson advised that The Night of Conversation is back. This is a co-sponsored event with BoroSafe in which the conversation around the plate is more important than what is on the plate. The 4th Annual Night of Conversation is to be held on Thursday, March 30th.

Deputy Mayor Britting

Deputy Mayor Britting announced that the Hillsborough Township Committee promoted three police officers from the Department to fill vacancies in the positions of Captain, Lieutenant, and Sergeant at the February 14th Township Committee meeting. Deputy Mayor Britting stated he was honored to swear in Lieutenant Thomas McClain and Sergeant Hank Olszyk last week, and the new Police Captain, Sean Carolan, was sworn in yesterday by Township Clerk Pamela Borek. Deputy Mayor Britting congratulated all of the promoted officers.

Deputy Mayor Britting advised that the annual assessment postcards, sent out annually, were mailed on Tuesday, February 21st. The postcard shows the 2022 and 2023 assessed value as well as the taxes billed in 2022.

Deputy Mayor Britting reminded dog owners that the 2023 license renewals are due by March 1, 2023.

Deputy Mayor Britting stated that RWJ Barnabus Health and the Hillsborough Mayor's Wellness Program are partnering to host a blood drive on Wednesday, March 15th from 12 p.m. to 5 p.m. at the Municipal Building. All donors will receive a free t-shirt and entry into a \$25 Shoprite gift card drawing.

Deputy Mayor Britting reported that a Raffle License is required for raffle events held in Hillsborough Township. This includes 50/50s, basket auctions, and door prizes.

Deputy Mayor Britting reminded property owners that they must register rental properties with the township. This is a one-time registration, with no fee required.

Deputy Mayor Britting announced that the annual Green Living and Wellness Fair will be held on June 3rd, 2023, from 8 a.m. to 11 a.m. The fair will take place at the Municipal Complex directly after the Hillsborough Hop. This event is designed to raise awareness about healthy living, nutrition, exercise, green living, agriculture, gardening, and other activities related to a healthy body and environment.

Mayor Lipani

Mayor Lipani congratulated Hillsborough's own Jocelyn Moore now a sophomore at University of Missouri for becoming a member of the Perfect 10 Club. Jocelyn received a perfect 10 on vault for the gymnastics team which was only the 3rd perfect score in program history and the first one in vault.

Mayor Lipani stated that the Township Committee and the Hillsborough Business Association would like to thank everyone that came out for the first annual job fair. Mayor Lipani thanked Deputy Mayor Britting and Committeeman Ciccarelli for joining him at the job fair. 30 businesses and resources came to share open positions and opportunities, and over 150 jobseekers attended. The HBA is scheduled to hold its summer Job Fair in August 2023 with more information to come.

Mayor Lipani advised that earlier this month, a proclamation was issued honoring Black History Month. This past week, the Hillsborough Beacon recognized the Township's efforts with a front page article entitled "Hillsborough continues toward becoming 'a more inclusive' community in recognition of Black History Month.

Mayor Lipani reported that a request has been made from a film location scout who is seeking a historic looking home for a multiple day shoot scheduled to film sometime in either late May or June. Information can be found on the Township enews if interested in being considered.

PROCLAMATIONS / APPOINTMENTS

1. CATHERINE CLERICO SANTONASTASO IN MEMORIAM

WHEREAS, Catherine Clerico Santonastaso is honored in memoriam by friends and family this day; and
WHEREAS, Catherine Clerico Santonastaso, was born on December 26, 1919 in Hillsborough, attended local schools and graduated from Somerville High School; and

WHEREAS, Catherine Clerico Santonastaso married Sal Santonastaso on April 24, 1947 and had two children, Sally Treonze and Gary Santonastaso. She is survived by her children Sally and her husband Anthony, Gary and his wife Donna, five grandchildren and five great-grandchildren; and

WHEREAS, in 1955 Catherine commenced employment with Hillsborough Township and served as the Clerk to the Board of Health, the Board of Adjustment, the Planning Board, and the Assistant to the Tax Collector; and

WHEREAS, Catherine Clerico Santonastaso served as Township Clerk for 17 years culminating a 32 year career with the Township; and

WHEREAS, Catherine Clerico Santonastaso was active with the Somerset County Young Republicans Organization and served on the Somerset County Municipal Clerks Organization as its Chairwoman. In retirement Catherine volunteered her services to St. Joseph's Church in Millstone where she was a communicant; and

WHEREAS, Catherine Clerico Santonastaso was the co-founder of the Santonastaso/Snyder Scholarship fund given annually to a Hillsborough High School Senior interested in a career in community service. The scholarship fund

has given over \$10,000 to high school students creating a living legacy.

NOW, THEREFORE BE IT PROCLAIMED that we, the Mayor and the Hillsborough Township Committee, do hereby recognize and honor Catherine Clerico Santonastaso in memoriam for her lifetime of service and dedication to Hillsborough Township.

2. TOP 10 FIREFIGHTERS

WHEREAS, the Hillsborough Township Committee, along with the Board of Fire Commissioners, would like to recognize the Top 10 Responders from each Fire Company for 2022; and

WHEREAS, the Hillsborough Township Fire Companies are volunteer-based fire companies; and

WHEREAS, the Top Responders serve as examples of the highest standards of the Hillsborough Township Fire Companies through their heroism and willingness to help others; and

WHEREAS, the Top 10 Responders of Fire Company #1, Flagtown are Greg Kane, Matt DeCicco, William Riordan, Ronald Vladyka, Josiah Harmon, Michael Guzy, Kyle Hudak, Ryan Vladyka, Logan Teeple, and Joseph Shreve; and

WHEREAS, the Top 10 Responders of Fire Company #2, Route 206 are Robert Gildea, Jim Paterno, Ameer Abugosh, Tom Shaffer, Vince Patti, Rich Crater, Kevin Danberry, Brandon Dicorcia, Joseph Patti, and Connor Budd; and

WHEREAS, the Top 10 Responders of Fire Company #3, Woods Road are Rick Artz, posthumously Tom Marvits, Timothy Coyle, Kenneth Wetzel, Vince Lai, Jimmy Marvits, Ken Johnson, Roy Horowitz, Christian Fulmino, and Hallie Hand.

NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and the Hillsborough Township Committee, do hereby recognize the Top 10 Responders of each Fire Company for their outstanding service to the residents of Hillsborough.

BE IT FURTHER PROCLAIMED that we, the Mayor and the Hillsborough Township Committee do hereby extend our sincere congratulations and appreciation to the 2022 Top 10 Responders for their continued heroism, commitment to the residents of Hillsborough and for being shining members of our community.

3. DUKE'S JUNIOR VARSITY CENTRAL JERSEY CONFERENCE CHAMPIONS

WHEREAS, the 2022 Hillsborough Dukes Junior Varsity Cheerleaders had a very successful season because of their hard work and dedication; and

WHEREAS, the 2022 Hillsborough Dukes Junior Varsity Cheerleaders were Central Jersey Conference Champions, NJ Garden State Champions, Eastern Region

Champions, and National Grand Champions. The team had the highest cheer score of 498 teams of all levels and ages at Nationals; and

WHEREAS, the 2022 Hillsborough Dukes Junior Varsity Cheerleaders consisted of the following young athletes: Isabelle Antonelli, Grace Aull, Jayla Chaparro, Abigail Churco, Samantha Churco, Ava Colombaroni, Chloe Cuevas, Lilliana Desrosiers, Daniella Ercolino, Summer Fields, Heather Finnigan, Addison Garrard, Laila Greco, Samantha Grohe, Saanvi Gutta, Brianna Heery, Lucia Heiser, Giana Lomelo, Bailey McCarthy, Noelia Peterson, Caydence Pinkett, Demitria Rott, Emma Skobo, and Michelle Smutek; and

WHEREAS, the squad was led by Head Coach Cathy Grohe, Assistant Coaches Kelly Black and Stephanie

Zarrillo, Junior Coaches Keyonie Black, Abigail Glazewski, Olivia McCarthy, and Makaylah Williams and Cheer Director Danielle Scott.

NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and the Hillsborough Township Committee, do hereby commend the Hillsborough Dukes Junior Varsity Cheerleaders, the coaches, and parents, not only for their successful season but for their hard work, dedication, and commitment to the sport and to those principles of good sportsmanship, teamwork and academic achievement which the organization endorses. **BE IT FURTHER PROCLAIMED** that we, the Mayor and Hillsborough Township Committee, further commend the Hillsborough Dukes Junior Varsity Cheerleaders for the honor they have brought to themselves, their organization, and our community.

PRESENTATIONS

A presentation was made by Director of Park, Recreation and Social Services, Bob Wagner and Assistant Director Griffin Dunne for the Recreation Center Mike Merdinger Memorial Park.

The Township of Hillsborough proposes to repurpose the former Hillsborough Police Department Headquarters (Located at the Mike Merdinger Memorial Trails Park), which is currently vacant, and renovate both the interior and exterior to create the township's first Hillsborough Recreation Center. In addition to paving an ADA-compliant parking lot and furnishing and installing an open-air pavilion behind the Recreation Center. A concept plan and cost estimate illustrating the proposed project can be found on the township's website.

PUBLIC HEARING & RESOLUTION

1. RECREATION CENTER MIKE MERDINGER MEMORIAL PARK

Upon a motion by Committeeman Doug Tomson, seconded by Deputy Mayor Robert Britting, to open the public hearing on Recreation Center Mike Merdinger Memorial Park the motion was unanimously approved upon the call of the roll.

Mayor Lipani stated this building is old and the Township Committee was looking for a way to refurbish it and make this park a destination.

Committeeman Tomson stated this is a great way to add to the park and honor Mike Merdinger.

Deputy Mayor Britting stated he appreciates the manner in which the Recreation Department is looking at the finances to limit the impact to taxpayers.

Maria Janucik, 720 E. Frech Ave, Manville and a Hillsborough property owner 2155 Camplain Road, asked to go over the amount the Township currently has for the project.

Director of Parks & Recreation Bob Wagner explained that the grant will allow the township to use in kind services. They will have \$250,000 from Somerset County for the pavilion. The Township Capital Ordinance will provide \$165,000 for paving the ADA-compliant parking lot and sidewalks and the Township's American Rescue money will provide \$519,000. These figures together comprise the 50% match required by the Township.

Mayor Lipani stated the numbers could change because it has to go out to bid, however the Township is only paying the paving money.

Maria Janucik asked if the state gives less grant money, would the project go forward.

Bob Wagner stated he thinks the Township will still be able to proceed. He thinks the grant has a max of 1.2 million and the Township is asking for less.

Maria Janucik asked what is the lowest grant amount the Township can receive and still proceed with the project.

Bob Wagner stated it was premature to know that figure at this point.

Maria Janucik asked if the 74 acres is continuous lots or comprised of different lots.

Bob Wagner explained that there is approximately 226.44 acres in total over 3 lots. The building and driveway consists of 74 acres in primarily one lot. The other 2 lots are not impacted.

Maria Janucik asked if only 1 lot is being impacted.

Bob Wagner stated there are lot lines on the 74 acres but since it is open space there is really no need to realign the lots.

Maria asked what the total acreage is for the 3 lots.

Bob stated he believes it 244 point something.

Upon a motion by Committeeman Doug Tomson, seconded by Committeeman James Ruh, Jr., to close the public hearing and adopt Recreation Center Mike Merdinger Memorial Park, the motion was approved upon the call of the roll.

2. RESOLUTION AUTHORIZING THE TOWNSHIP OF HILLSBOROUGH TO APPLY FOR AND RECEIVE NJDEP GREEN ACRES FUNDING FOR THE PROPOSED HILLSBOROUGH RECREATION CENTER

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program ("State"), provides grants and/or loans to municipal and county governments and grants to nonprofits for assistance in the acquisition, development, and stewardship of lands for outdoor recreation and conservation purposes; and

WHEREAS, the Township of Hillsborough desires to further the public interest by obtaining funding in the amount of \$933,083.36 in the form of a 50% matching grant and, if available, a \$0.00 loan, from the State to fund the following project: Hillsborough Recreation Center Renovation at a total cost of \$1,866,166.69; and

WHEREAS, the State shall determine if the application is complete and in conformance with the scope and intent of the Green Acres Program, and notify the applicant of the amount of the funding award; and

WHEREAS, the applicant is willing to use the State's funds in accordance with such rules, regulations, and applicable statutes, and is willing to enter into an agreement with the State for the above-named project.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) Anthony Ferrera or the successor to the office of the Township Administrator is hereby authorized to: (a) make application for such loan and/or grant on behalf of the Township; (b) provide additional application information and furnish such documents as may be required; and (c) act as the authorized correspondent on behalf of the Township; (2) the Township agrees to provide its matching share to the Green Acres funding request, if a match is required, in an amount of \$933,083.36; (3) in the event the State's funds are less than the total project cost specified, the Township has the balance of funding necessary to complete the project; (4) the Township agrees to comply with all applicable federal, state and local laws, rules and regulations in its performance of the project; and (5) this resolution shall take effect immediately.

Upon a motion by Committeeman Doug Tomson, seconded by Committeeman John Ciccarella, the Resolution Authorizing the Township to apply for and receive NJDEP Green Acres funding for the proposed Hillsborough Recreation Center was approved upon the call of the roll.

Committeeman Tomson stated based on the presentation this is a no brainer.

Mayor Lipani thanked Bob Wagner and Giffin Dunne for their presentation.

3. M&M REALTY CONCEPT PLAN PRESENTATION

Mayor Lipani noted that Township Attorney Eric Bernstein and Township Planner David Kois joined the Committee on the dais.

Douglas Wolfson of Edgewood Properties provided a presentation on the M&M Realty concept plan for the Sherman Tract redevelopment phase II.

Township Planner David Kois stated he has some concerns with the concept plan, inconsistencies with the redevelopment plan, and in the language of the stream corridor ordinance.

M&M Realty Ronald Aulenbach provided some explanation with regard to Mr. Kois' concerns.

Township Attorney Bernstein explained that no action is necessary at this time. The Township Committee now has 30 days in which to accept the plan as is, approve the plan with agreed amendments or future revisions or to reject the plan. No action on the part of the Committee will be deemed an approval. If the Committee asks for revisions, a new 30 day period begins.

Maria Janucik, 720 E. Frech Road, Manville asked about who receives proceeds from the eventual rents, access to and from the development and addressing the environmental issues.

Licia Gaber Baylis, 22 Huff Lane asked if the developer was familiar with submitting community impact statements as several past developers have submitted incorrect ones that negatively impact the school district.

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, 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.

Jennifer Krawitz \$45.00

2. RESOLUTION AUTHORIZING RELEASE OF CASH BOND AND ENGINEERING INSPECTION FEE ESCROW FOR COUNTRY CLASSICS PHASE 4A

WHEREAS, a cash bond and engineering inspection fee escrow was posted by Country Classics for Country Classics at Hillsborough Phase 4A; and

WHEREAS, the Director of Engineering certifies all work has been satisfactorily completed and recommends: (1) release of the cash bond in the amount of \$373.41 to Country Classics; (2) release of \$110.12 from the engineering inspection fee escrow to the Township for inspections performed; and (3) release of the remaining engineering inspection fee escrow in the amount of \$2,133.07 to Country Classics.

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

3. RESOLUTION AUTHORIZING RELEASE OF LETTER OF CREDIT FOR MONUMENT INSTALLATIONS AT GATEWAY AT ROYCE BROOK DEVELOPMENT

WHEREAS, a Letter of Credit in the amount of \$3,840.00 was posted by Gateway at Royce Brook for the installation of monuments at the Gateway at Royce Brook development; and

WHEREAS, the Director of Engineering indicates all monuments have been installed and recommends release of

the Letter of Credit in the amount of \$3,840.00.

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 Director of Engineering is hereby accepted and approved.

4. RESOLUTION AUTHORIZING THE TRANSFER OF JAY WINTERS FROM THE POSITION OF PUBLIC WORKS WORKER IN THE DEPARTMENT OF PUBLIC WORKS TO PARKS WORKER 4 IN THE PARKS DEPARTMENT EFFECTIVE FEBRUARY 14, 2023

WHEREAS, there is an open Parks Worker 4 position in the Parks Department; and

WHEREAS, the Director of Parks, Recreation and Social Services recommends the transfer of Jay Winters from the position of DPW Worker in the Public Works Department to Parks Worker 4 in the Parks Department effective February 14, 2023; and

WHEREAS, Mr. Winters has agreed to the change in position.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the transfer of Jay Winters from the position of DPW Worker in the Public Works Department to Parks Worker 4 in the Parks Department effective February 14, 2023 is hereby authorized and approved.

5. RESOLUTION AUTHORIZING THE SALE OF FARMLAND PRESERVED PROPERTY OWNED BY THE TOWNSHIP OF HILLSBOROUGH AND IDENTIFIED ON THE HILLSBOROUGH TAX MAP AS AUTEN ROAD, BLOCK 150, LOT 4Q FARM, TO LISA MICCOLIS AND MICHAEL MILLS

WHEREAS, on November 10, 2020, the Township Committee authorized by way of public sale the farmland preserved property owned by the Township and identified as Auten Road, Block 150, Lot 4Q Farm; and

WHEREAS, the sale of the property was advertised and bids were received and opened, as advertised, on February 8, 2023, at 11:00 am by the Township's Qualified Purchasing Agent; and

WHEREAS, one (1) bid was received as follows: Lisa Miccolis and Michael Mills in the amount of \$425,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) the bid received from Lisa Miccolis and Michael Mills in the amount of \$425,000.00 is hereby accepted; (2) the Mayor and Clerk are authorized to execute a Contract for Sale of Real Estate for the sale of the property to Lisa Miccoli and Michael Mills (or an entity formed by them) in the amount of \$425,000.00; and (3) the Mayor, Clerk and Township Attorney are authorized to execute any and all documents and take all actions required to close title and transfer ownership of the property to Lisa Miccolis and Michael Mills (or an entity owned by them).

6. RESOLUTION AUTHORIZING WAIVER OF TOWNSHIP FEES PERTAINING TO THE COUNTY OF SOMERSET'S SUBDIVISION APPLICATION OF THE PROPERTY IDENTIFIED AS 510 LONG HILL ROAD, BLOCK 169, LOT 56, HILLSBOROUGH, NEW JERSEY

WHEREAS, the County of Somerset is the contract purchaser of an eight acre portion of the property identified as 510 Long Hill Road, Block 169, Lot 56, Hillsborough, New Jersey, which it intends to preserve as open space; and

WHEREAS, the County of Somerset has requested the Township waive the Application, GIS and Escrow Fees associated with its Subdivision Application of the property.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Township Application, GIS and Escrows Fees associated with the County of Somerset's Application to subdivide the property identified as 510 Long Hill Road, Block 169, Lot 56, Hillsborough, New Jersey, are hereby waived.

7. RESOLUTION APPOINTING RICK MANTZ AS A DEPUTY ZONING OFFICER OF THE TOWNSHIP OF HILLSBOROUGH EFFECTIVE FEBRUARY 28, 2023

WHEREAS, Rick Mantz currently serves as a Code Enforcement Official of the Township in support of the Health, Zoning and Engineering Departments; and

WHEREAS, the Township Administrator and Director of Environmental Programs recommend Rick Mantz also be appointed and designated as a Deputy Zoning Officer of the Township effective February 28, 2023; and

WHEREAS, Mr. Mantz has agreed to accept this additional position and title with no increase in salary.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Rich Mantz is hereby designated as a Deputy Zoning Officer of the Township effective February 28, 2023.

8. RESOLUTION AUTHORIZING REFUND OF TAX OVERPAYMENTS

WHEREAS, the Tax Collector indicates tax overpayments have been received as indicated below and recommends refunds be issued for such overpayments.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Tax Collector is hereby authorized to refund the amounts set forth below for tax overpayments.

Block	Lot	Qualifier	Name	Amount	Qtr	Year
153.05	22042		Albert J & Victoria Santelli	\$423.16	1	2023
178.01	102		CoreLogic	\$465.16	1	2023
163.04	100	C2904	CoreLogic	\$1,357.11	1	2023

9. RESOLUTION AUTHORIZING RELEASE OF CASH ESCROW FOR ROAD OPENING PERMIT 2021-02

WHEREAS, a cash escrow in the amount of \$150.00 was posted for Road Opening Permit 2021-02; and

WHEREAS, the Director of Engineering certifies all work has been satisfactorily completed and recommends release of the cash escrow in the amount of \$150.00 to Paul M. Noll & Son for Road Opening Permit 2021-02.

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 Engineering is hereby accepted and approved.

10. RESOLUTION AUTHORIZING THE NAME CHANGE OF THE HILLSBOROUGH CREDIT

CARD GRANT PROGRAM TO THE HILLSBOROUGH TOWNSHIP AWARDS PROGRAM

WHEREAS, the Township Committee previously established a Credit Card Advisory Committee for the purpose of reviewing grant applications for the Hillsborough Township Rewards Credit Card offered through the Affinity Federal Credit Union;

WHEREAS, it is necessary to amend the name of the former Affinity Federal Rewards Credit Card Grant Program, as a result of the credit card no longer being available for said purposes; and

WHEREAS, the name shall be changed to the Hillsborough Township Awards Program, effectively immediately.

NOW, THEREFORE BE IT RESOLVED by the Hillsborough Township Committee, County of Somerset, State of New Jersey that the aforementioned action is approved.

11. RESOLUTION AUTHORIZING CONTRACT WITH GOOSE RUNNERS LLC FOR GEESE CONTROL AT AVM PARK

WHEREAS, the Township of Hillsborough solicited quotes for environmentally friendly geese control at AVM Park and three (3) responses were received as follows:

Goose Runners LLC	\$14,400.00
Geese Management	\$21,600.00
Geese Chasers LLC	\$19,188.00

WHEREAS, the Director of Parks & Recreation and the Township Qualified Purchasing Agent recommend the award of a 12-month service agreement to Goose Runners LLC in an amount not to exceed \$14,400.00 for environmentally friendly geese control at AVM Park for the period March 1, 2023, through February 28, 2024; and

WHEREAS, funds will be available in the 2023 budget through account #3-01-28-796-025 and have been certified as such by the Chief Finance Officer.

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 contract with Goose Runners LLC in an amount not to exceed \$14,400.00 for environmentally friendly geese control at AVM Park for the period March 1, 2023, to February 28, 2024.

12. RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT WITH LARIMORE ASSOCIATES FOR MAINTENANCE OF POLICE DEPARTMENT SOFTWARE

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

WHEREAS, Larimore Associates currently provides software maintenance for the Police Department; and

WHEREAS, the Chief of Police and Qualified Purchasing Agent recommend the award of a "Non Fair and Open" contract to Larimore Associates for maintenance of Police Department software in an amount not to exceed \$21,132.00 for 2023 pursuant to their December 2022 proposal; and

WHEREAS, funds will be available in the 2023 budget through account #3-01-25-745-110 certified as such by the Chief Finance Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) a Non Fair and Open contract in an amount not to exceed \$21,132.00 is hereby awarded to Larimore Associates for maintenance of Hillsborough Police Department software for 2023; and

(2) Larimore Associates shall submit a Political Contribution Disclosure form and all alternate procurement documents required by the Township Qualified Purchasing Agent.

13. RESOLUTION AUTHORIZING THE AWARD OF A NON FAIR AND OPEN PROFESSIONAL SERVICES CONTRACT TO COMMUNITY VISITING NURSE ASSOCIATION FOR THE PROVISION OF PUBLIC HEALTH NURSING SERVICES

WHEREAS, the Township Health Officer and Hillsborough Board of Health report that there is a need for public health nursing services as required by the New Jersey Public Health Practice Standards; and

WHEREAS, the Township received a proposal from Community Visiting Nurse Association for the provision of public health services for the period January 1, 2023 to December 31, 2023 in the amount of \$11,799; and

WHEREAS, the Township Health Officer and Hillsborough Board of Health recommend the award of a non-fair and open professional services contract to Community Visiting Nurse Association pursuant to the proposal submitted; and

WHEREAS, funds are available and have been certified as such by the Chief Finance Officer through budget account #3-01-27-785-134.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Mayor and Township Clerk are hereby authorized to execute a contract with Community Visiting Nurse Association pursuant to their proposal for the provision of public health services for the Township of Hillsborough for the period January 1, 2023 to December 31, 2023 in an amount not to exceed \$11,799 .

14. RESOLUTION AUTHORIZING THE TRANSFER OF MIKE CONOVER FROM THE POSITION OF PUBLIC WORKS WORKER 4 IN THE PUBLIC WORKS DEPARTMENT TO ARBORIST IN THE PUBLIC WORKS DEPARTMENT EFFECTIVE MARCH 1, 2023

WHEREAS, there is an open Arborist position in the Public Works Department; and

WHEREAS, the Public Works Director recommends the transfer of Mike Conover from the position of DPW Worker 4 in the Public Works Department to Arborist in the Public Works Department at an annual salary of \$65,634, effective March 1, 2023; and

WHEREAS, Mr. Conover has agreed to the change in position.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the transfer of Mike Conover from the position of DPW Worker 4 in the Public Works Department to Arborist in the Public Works Department effective March 1, 2023, is hereby authorized and approved.

15. RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN PROFESSIONAL SERVICES CONTRACT TO ZUFALL HEALTH CENTER FOR THE PROVISION OF PUBLIC HEALTH SERVICES

WHEREAS, the Township Health Officer and Hillsborough Board of Health report that there is a need for public health services as required by the New Jersey Public Health Practice Standards; and

WHEREAS, the Township received a proposal from Zufall Health Center for the provision of public health services for the period January 1, 2023 to December 31, 2023 in the amount of \$2,272; and

WHEREAS, the Township Health Officer and Hillsborough Board of Health recommend the award of a non-fair and open professional services contract to Zufall Health Center pursuant to the proposal submitted; and

WHEREAS, funds are available and have been certified as such by the Chief Finance Officer through budget account #3-01-27-785-133.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Mayor and Township Clerk are hereby authorized to execute a contract with Zufall Health Center pursuant to their proposal for the provision of public health services for the Township of Hillsborough for the period January 1, 2023 to December 31, 2023 in an amount not to exceed \$2,272.

16. RESOLUTION ACCEPTING A GRANT AWARD FOR THE ENHANCING LOCAL PUBLIC HEALTH INFRASTRUCTURE GRANT, ADMINISTERED THROUGH THE NEW JERSEY ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS (NJACCHO), IN AN AMOUNT OF \$212,485 FOR THE TIMEFRAME OF 10/1/22 – 6/30/23

WHEREAS, on January 10, 2023, at the recommendation of the Hillsborough Township Health Officer, a grant entitled "Enhancing Local Public Health Infrastructure Grant" administered through the New Jersey Association of County and City Health Officials (NJACCHO) with guidance from the New Jersey Department of Health (NJDOH) was submitted; and

WHEREAS, the funding through this grant would support the hiring of personnel in accordance with grant requirements; and

WHEREAS, the proposed areas of focus would be enhancing engagement through increased digitization and utilization of online documents, updating processes and procedures; supporting health educators' attendance at SOPHE Conference (Society of Public Health Educators), equipment purchases, and other specified initiatives; and

WHEREAS, Hillsborough Township has been awarded \$212,485.00 for the spend period of 10/1/22 – 6/30/23.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it supports and accepts the aforementioned Grant Award.

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

Committeeman Ruh stated he applauds the efforts of the Board of Health with regard to resolutions 13 and 15.

Committeeman Ciccarelli stated resolution 6 is a great opportunity to help Somerset County with purchase of property for open space preservation.

Township Administrator Anthony Ferrera congratulated Mike Conover as the new Arborist.

Mayor Lipani stated he is happy that the Township has found a permanent home for preserved farmland, earned \$425,000 for the sale and got the farm land off the Township rolls.

Maria Janucik, 720 E. Frech Ave, Manville inquired as to several resolutions.

Mayor Lipani, Committeeman Tomson and Township Clerk Borek provided explanations.

NEW BUSINESS

None

INTRODUCTION OF NEW ORDINANCES

None

CLAIMS LIST

1. 2023-03

Mayor Lipani asked to approve Claims List 2023-03.

Upon a motion by Committeeman Doug Tomson, seconded by Deputy Mayor Robert Britting, Claims List 2023-03, was approved upon the call of the roll.

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.

Reverend Rod Williams expressed his disappointment at the Black History proclamation and the absence of any attendees and stated the Township needs to do better.

Maria Janucik inquired as to the method of Planning Board Attorney Bernstein's salary with respect to applicants paying a portion out of an escrow account.

Mayor Lipani explained that an applicant pays for the Township Planning Board attorney when said applicant is in front of the board rather than the Township paying the bill.

EXECUTIVE SESSION

None

ADJOURNMENT

Upon a motion by Committeeman Doug Tomson, seconded by Deputy Mayor Robert Britting, the meeting duly adjourned at 9:30 pm. Said motion was unanimously carried upon voice vote.

Attested:



Pamela Borek
Township Clerk