

Minutes of the January 9, 2024 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 January 9, 2024.

CALL OF THE ROLL

Upon call of the roll, the following Committee members were recorded present: Mayor Robert Britting, Jr. , Deputy Mayor John Ciccarelli, Committeewoman Samantha Hand, Committeeman Shawn Lipani and Committeewoman Catherine Payne. Also in attendance were Township Administrator Anthony Ferrera, Township Clerk Sarah Brake and Township Attorney William Willard.

SALUTE TO THE FLAG

MAYOR STATES

Mayor Britting 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 9, 2024.

APPROVAL OF MINUTES

1. REGULAR MEETING MINUTES DECEMBER 12, 2023

Upon a motion by Committeeman Shawn Lipani, seconded by Deputy Mayor John Ciccarelli, Regular Meeting Minutes December 12, 2023 was approved upon the call of the roll. Committeewomen Payne and Hand abstained.

2. SPECIAL MEETING MINUTES DECEMBER 28, 2023

Upon a motion by Committeeman Shawn Lipani, seconded by Mayor Robert Britting, Special Meeting Minutes December 28, 2023 was approved upon the call of the roll. Committeewomen Payne and Hand abstained.

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

Committeewoman Hand

Committeewoman Hand stated that radon is a naturally occurring radioactive gas that is the second leading cause of lung cancer. Any home could have high radon levels, even when neighboring homes do not. The Health Department would like to remind Hillsborough residents to test their homes for radon and to reduce radon levels if elevated levels are found. Approximately 100 to 200 radon kits will be available at the Health Office beginning in February.

Committeewoman Hand announced that there will be a free rabies vaccine clinic on January 20th at the Hillsborough Department of Public Works at 21 East Mountain Road from 10 am until noon.

Committeewoman Hand reported that Hillsborough Township's Community Assistance Network (C.A.N.) food pantry, housed in the Social Services Department, would like to thank all the Holiday Program donors. The Holiday Program serves residents who are current beneficiaries of the C.A.N. food pantry and are experiencing food insecurity.

Committeeman Lipani

Committeeman Lipani advised that the Hillsborough Municipal Building will be hosting the NJMVC as their mobile

unit comes to town January 22nd - 26th. Residents can make appointments to apply for a REALID or to renew registrations. Handicapped placards and plates don't require an appointment.

Committeeman Lipani announced that the Township's second annual Job Fair, will be taking place on Thursday, February 29th from 10 AM-12 PM at the Municipal Building. Last year's job fair was attended by 35 businesses and over 100 job seekers.

Committeewoman Payne

Committeewoman Payne reported that the Shared Municipal Court of Hillsborough Township, Manville Borough, Montgomery Township, and Branchburg Township is open from 8 am to 4 pm, Monday to Friday. Although the office closes at 4 pm, staff will continue to answer phone calls until 4:30 pm.

Committeewoman Payne advised that residents who utilize social media marketplaces can make safe exchanges in the police parking lot or inside the police lobby Monday through Friday between the hours of 8 am and 4:30 pm.

Committeewoman Payne informed residents that more than a third of all Christmas tree fires occur in January as live trees dry out. Hillsborough residents are encouraged to dispose of their live Christmas trees as soon as possible. The Somerset County Parks Commission is offering a free Christmas tree recycling service through January 31st.

Deputy Mayor Ciccarelli

Deputy Mayor Ciccarelli relayed that building inspectors cannot inspect an area that is covered in snow.

Deputy Mayor Ciccarelli reported that if residential work such as additions, driveways, and in-ground pools are in the process of being constructed, it is recommended that the site work be completed before the ground becomes snow-covered. If a resident requires a certificate of occupancy and the final site inspection must take place in the presence of snow, the Engineering Department may be able to issue a temporary certificate with a cash escrow deposit. In the spring, once site work can be verified, the cash escrow can be returned and a permanent certificate of occupancy can be issued.

Deputy Mayor Ciccarelli stated "Both the Brown Ave and Auten Road projects are in the plan design phase and preparing proposals to submit to the DOT for aid approvals".

Deputy Mayor Ciccarelli announced that on December 14th, the Planning Board held a public hearing where the Township's first Climate Change-Related Hazard Vulnerability Assessment of the Master Plan Land Use Element was adopted. The document is available online for public view on the Planning & Zoning Department's webpage.

Deputy Mayor Ciccarelli advised that Public Works is experiencing increased call volume concerning above-average amounts of water puddling in yards. Much of this puddling is because winter temperatures don't allow the ground to absorb the rain. Residents are encouraged to consider regrading to ensure the proper pitch is achieved and to inspect and repair all gutters and downspouts.

Deputy Mayor Ciccarelli reminded residents that DPW investigates each complaint regarding mailboxes damaged during snow removal. If an inspection shows that the mailbox was hit by a snow plow or other Hillsborough DPW equipment, Hillsborough Township DPW will replace the broken mailbox and/or post. However, if the damage was caused by thrown snow or ice coming off the plow, mailbox repair is the responsibility of the property owner. All mailbox repair/replacement requests must be received by June 1st of each year.

Deputy Mayor Ciccarelli on behalf of the Sustainable office thanked each artist for the creative designs submitted for the Sustainable Hillsborough logo contest. The contest is now closed and the winner will be announced at the next Township Committee meeting. The office is also gearing up for the first submission of 2024 for the Sustainable Jersey program. Last year, Hillsborough received the 9th straight Silver certification, the highest level awarded by the Sustainable Jersey program, and had a record-breaking 730 points.

Mayor Britting, Jr.
Thank you and congratulations

Mayor Britting stated he recently attended the RoboRaiders kickoff event

Mayor Britting advised that storm updates will be posted to Township website home page and Facebook page. In the event of power loss, Hillsborough Township will open a warming and charging station at the Municipal Building.

Mayor Britting acknowledged that Code Red is a critical system and the implementation has not gone as planned. Efforts are being made to make it right, and the Township is committed to keeping residents informed and safe. The Township will continue to post all alerts on the Township website and Facebook until Code Red is functioning properly.

Mayor Britting advised that since Hillsborough Township sent a legal letter of safety concerns to the NJDOT, all correspondence must now go through the Deputy Attorney General's Office. This has now created another layer of review and longer response time. The Deputy Attorney General's Office reviewed all of Hillsborough Township's safety concerns and provided feedback to the NJDOT that their findings found no emergency safety concerns at this time. The Assistant Township Engineer will be resubmitting the safety concerns for review.

Mayor Britting announced there will be a new weekly feature in the Mayor's renews wherein he will answer one question per week.

PROCLAMATIONS

1. CHARLOTTE BRUCHEY GOLD AWARD

WHEREAS, Charlotte Bruchey, a graduate of Hillsborough High School and a freshman at Gettysburg College, was a member of Girl Scout Troop 60022 and earned her Gold Award; and

WHEREAS, the Hillsborough Township Committee recognizes the many hours Charlotte devoted towards earning her Girl Scout Gold Award, working with diligence in order to achieve this highly coveted recognition; and

WHEREAS, Charlotte's Gold Award project consisted of reconstructing an outdoor classroom behind Auten Road Intermediate School, which included clearing the area, marking trails, demolishing two existing classrooms; rebuilding one and renovating the second. Charlotte also created six lesson plans. The project took over 85 hours to complete with the assistance of 20 volunteers; and

WHEREAS, in high school, Charlotte participated in the Hillsborough High School Theater, Peer Mentoring, Thespian Troupe, and was a staff writer for the newspaper, The Voice. Charlotte volunteered with the Running Raiders and Project Graduation; and

WHEREAS, Charlotte is a double major in Environmental Studies and Public Policy with a minor in Public History; and

WHEREAS, Charlotte serves as an example to the youth of Hillsborough Township through her achievements, leadership, and community service. We are very proud that Charlotte is a member of our community.

NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and the Hillsborough Township Committee, do hereby recognize and extend our sincere congratulations to Charlotte Bruchey for having earned her Girl Scout Gold Award, an honor for both her and for those who have guided her. We wish Charlotte all the best in her future endeavors.

2. CLAIRE MURPHY GOLD AWARD

WHEREAS, Claire Murphy, a graduate of Hillsborough High School and a freshman at Rutgers University was a member of Girl Scout Troop 60022 and earned her Gold Award; and

WHEREAS, the Hillsborough Township Committee recognizes the many hours Claire devoted towards earning her Girl Scout Gold Award, working with diligence in order to achieve this highly coveted recognition; and

WHEREAS, Claire's Gold Award project consisted of increasing education and awareness on flood safety while driving in Hillsborough by creating a website containing flood safety information that was linked to the Township OEM webpage. The information was also integrated into the Driver's Education curriculum, and linked to a QR code on business cards for realtors. Claire interacted with the community at the Green Living and Wellness Fair and the Rotary Fair, distributing window glass breakers and hand crank flashlights. The project took approximately 85 hours to complete with the assistance of 15 volunteers; and

WHEREAS, in high school, Claire was co-captain of the Varsity Softball Team, a member of the Latin Honor Society and the National Art Honor Society. Claire participated in the Social Activism Club and the Girl Up Club; and

WHEREAS, Claire is attending Rutgers Business School and was named to the Dean's List for Fall 2023; and

WHEREAS, Claire serves as an example to the youth of Hillsborough Township through her achievements, leadership, and community service. We are very proud that Claire is a member of our community.

NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and the Hillsborough Township Committee, do hereby recognize and extend our sincere congratulations to Claire Murphy for having earned her Girl Scout Gold Award, an honor for both her and for those who have guided her. We wish Claire all the best in her future endeavors.

3. MAKENSIE RIEF GOLD AWARD

WHEREAS, Makensie Rief, a graduate of Hillsborough High School and a freshman at The University of Delaware, was a member of Girl Scout Troop 60022 and earned her Gold Award; and

WHEREAS, the Hillsborough Township Committee recognizes the many hours Makensie devoted towards earning her Girl Scout Gold Award, working with diligence in order to achieve this highly coveted recognition; and

WHEREAS, Makensie's Gold Award project consisted of assisting new transfer elementary students adjust to a new school by holding a student session at Hillsborough Elementary School, creating a pamphlet for parents, creating welcome bags for the first day of school, and painting a mural on the outside of the school stating "Everyone is Welcome at Hillsborough Elementary School." The project took approximately 80 hours to complete; and

WHEREAS, Makensie is attending The University of Delaware and is majoring in Early Childhood Education; and

WHEREAS, Makensie serves as an example to the youth of Hillsborough Township through her achievements, leadership, and community service. We are very proud that Makensie is a member of our community.

NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and the Hillsborough Township Committee, do hereby recognize and extend our sincere congratulations to Makensie Rief for having earned her Girl Scout Gold Award, an honor for both her and for those who have guided her. We wish Makensie all the best in her future endeavors.

PRESENTATIONS

CONSENT

1. RESOLUTION AUTHORIZING THE HIRING OF GRETCHEN MARCINEK TO THE POSITION OF PART TIME ASSISTANT TO THE TAX COLLECTOR

WHEREAS, there exists a need for a part-time Assistant to the Tax Collector for the Township of Hillsborough; and

WHEREAS, the Director of Finance recommends the hiring of Gretchen Marcinek as part-time Assistant to the Tax Collector, effective February 12, 2024, at the rate of \$18/hour, not to exceed 116 hours per month.

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 Director of Finance is hereby accepted and approved.

2. RESOLUTION ESTABLISHING THE ANNUAL SALARIES AND WAGES OF MUNICIPAL EMPLOYEES

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, 2024:

Name	Title	2024 Salary
Araco, Christine	Secretary/Deputy Registrar Of Vital Statistics	\$ 43,094
Ball, Samantha	Office Administrator	\$ 48,977
Barrantes-Gamboa, Yazmin	Executive Assistant	\$ 47,472
	Translation Services Stipend	\$ 1,500.00
Bateman, Christopher	Municipal Prosecutor	\$ 95,000
Belanger, Thomas	Engineering Director	\$ 122,749
Bello-Martinez, Jocelyne	Assistant Planner/GIS Specialist	\$ 64,943
	Special Project Stipend	\$ 1,500.00
Bittle Abramo, Robyn	Part-Time Recording Secretary	\$ 17.00
Blaney, Debra	Tax Assessor	\$ 144,123
Bolan, Diana	Part-Time Floater	\$ 16.50
Brake, Sarah	Township Clerk and Public Information Officer	\$ 107,888
Brandt, Gregory	Assistant Supervisor - Public Works	\$ 79,807
Bush, Lucy	Secretary Confidential To Chief	\$ 75,218
	Translation Services Stipend	\$ 1,500.00
Capell, Shelly	Office Administrator	\$ 84,154
Carney, Kyle	Part-Time Technology Support	\$ 20.50
Carolan, Sean	Police Captain	\$ 187,371
Carr, Michael	Director Of Environmental Programs	\$ 98,672
	Special Project Stipend	\$ 4,000.00
Cassidy, Lisa	Technical Assistant / Secretary To Building Official	\$ 63,724
Cevallos-Reinoso,	Office Administrator	\$ 54,523

Daniela	Shared Services Stipend	\$ 6,000.00
	Translation Services Stipend	\$ 1,500.00
Cipparulo, Peter	Public Defender	\$ 15,300
Cole, Janet	Crossing Guard	\$ 18.50
Crossen, April	Tax Collector/Payroll Specialist	\$ 99,585
	Shared Service Stipend	\$ 2,500.00
Crossen, John	Parks Supervisor	\$ 101,484
Cummings, Linda	Part-Time Floater	\$ 17.00
Cuomo, Jeremy	Police Lieutenant	\$ 175,177
Dabek, Rafal	Public Works Worker	\$ 64,453
Daugherty, Donna	Technical Assistant To Construction Official	\$ 63,899
Davenport, Daniel	Assistant Supervisor Public Works	\$ 93,331
DeAngelis, Glenn	Journeyman Electrician	\$ 88,035
Delisi, Nicholas	Deputy Director Of Environmental Programs & Public Health	\$ 71,722
Denegri, Marcelo	Part-Time IT Assistant	\$ 20.50
DeRoner, Blair	Sign Shop Operator	\$ 70,429
Dibello, Michele	Office Administrator	\$ 45,501
DiFabrizio, Anthony	Public Works Worker	\$ 51,769
Drab, Michelle	Part-Time Office Assistant	\$ 17.00
Droumbakis, Johnathan	Mechanic	\$ 74,601
Dunne, Griffin	Assistant Director Of Recreation	\$ 78,108
Dvorak, Dane	Registered Environmental Health Specialist	\$ 67,428
Faerber, Cathy-Jean	Assistant Director Of Social Services	\$ 73,544
Faerber, Glenn	Part-Time Building Maintenance Person	\$ 19.00
Fenster-Gude, Harriet	Human Resources Manager	\$ 77,063
Ferrera, Anthony	Administrator	\$ 202,631
Fiedler, John	Construction. Official	\$ 142,705
Fisher, Dave	Part-Time Police Support Technician	\$ 28.50
Fritzinger, Dave	Engineering Aide	\$ 63,164
Gonzalez, Ernesto	Public Works Worker Parks Dept	\$ 77,685
Gonzalez, Jessica	Recreation Coordinator	\$ 47,302
Granatir, Richard	Technology (IT) Director	\$ 107,888
Greenburg, Ira	Crossing Guard	\$ 18.50
Henderson, Annette	Office Administrator	\$ 49,255
Hollenbach, Elizabeth	Deputy Tax Assessor	\$ 83,898
Horvath, Nancy	Deputy Court Administrator	\$ 77,642
	Shared Services Stipend	\$ 10,000.00
Huddy, Christopher	Building Subcode Official	\$ 108,602
Huxley, Jeffrey	Public Works Supervisor	\$ 107,986
Jandoli, Mark	Assistant Sub Code Official	\$ 91,236
Kane, Maria	Planning & Zoning Clerk	\$ 42,186
Karas, Zuzana	Business Advocate	\$ 89,598
Keeth, Susan	Municipal Court Administrator	\$ 101,324
	Shared Services Stipend	\$ 17,000.00
Kirk, Shawn	Part-Time Electrical Inspector	\$ 33.50
Knox, Alexa	Violations Clerk	\$ 43,024
	Shared Services Stipend	\$ 6,000.00

Kois, David	Director Of Planning & Zoning	\$	112,966
Lawton, Parker	Part-Time Assistant To Tax Collector	\$	18.50
Lemieux, Ron	Assistant Supervisor - Public Works	\$	79,807
Lenzo, Erica	Deputy Clerk	\$	56,513
Lerman, Jill	Part-Time Floater	\$	17.00
Linzer, Stacy	Part-Time Violations Technician	\$	24.50
Mantz, Rick (Norman)	Part-Time Property Maint/Code Enforcement/Deputy Zoning Officer	\$	28.50
Margelis, Dana	Finance Clerk/QPA	\$	51,823
	QPA Stipend	\$	5,000.00
Mattei, Frank	Assistant IT Director	\$	58,067
Maturin, Joseph	Equipment Operator - Parks	\$	78,402
Mazzucco, Jeanne	Part-Time Floater	\$	17.00
McCarthy, Scott	Police Lieutenant	\$	175,177
McLain, Mark	Part-Time IT Assistant	\$	20.50
McLain, Thomas	Police Lieutenant	\$	175,177
McLaughlin, Marcella	Zoning Officer	\$	73,163
McMahon, Michael	Chief of Police	\$	224,720
Miller, Doris	Office Administrator	\$	45,760
Mitzner, Scott	DUI Public Defender	\$	15,200
Monterroso, Beatriz	Part-Time Outreach Support Specialist	\$	18.00
Ng, Deborah	Office Assistant	\$	44,408
Nill, Ronald C	Mechanic	\$	78,510
Nisenon, Deborah	Part-Time Office Assistant	\$	18.50
Noon, Alicia	Acting Treasurer	\$	118,163
Nowacki, Stephen	Police Lieutenant	\$	175,177
Padgett, Debora	Administrative Assistant	\$	67,769
Padgett, Gloria	Senior Wellness Instructor	\$	29.00
Pineno, Michael	Information Technology Manager - Police Dept.	\$	136,152
Price, Chelsea	Part-Time Violations Technician	\$	25.50
Resavy, Richard	Director Of Public Works	\$	128,562
Riga, Onofrio	Assistant Supervisor - Parks	\$	79,807
Rodriguez, Jorge	Public Works Worker	\$	68,277
Rotolo, Justin	Part-Time Administrative Assistant	\$	17.00
Rotz, Cecilia	Part-Time Receptionist	\$	19.00
Scaltro, Paul	Part-Time Floater	\$	17.00
Sheppard-Davis, Melissa	Field Inspector For Tax Assessing	\$	46,773
Sheridan, John	OEM/Evidence Custodian Director	\$	76,798
Smith, Everett	Assistant Township Engineer	\$	102,080
Sowden, Karen	Secretary/Asst. Recycling Coordinator/Registrar Of Vital Statistics	\$	71,634
	Registrar & Recycling Coordinator Stipend	\$	4,500.00
Spano-Klimko, Siobhan	Health Officer	\$	118,883
	Shared Services Stipend	\$	3,000.00
Staats, Gregory	Crossing Guard	\$	18.50
Strothers, Michael	Public Works Worker	\$	69,007
Struziński, Christine	Police Operations Assistant	\$	59,731
Taddeo, Francesco	Judge	\$	80,000

	Shared Services Stipend	\$ 35,000.00
Tauriello, Joseph	DUI Prosecutor	\$ 45,000
Tenore, Fred	Public Works Worker	\$ 67,386
Uzarski, Jonathan	Part-Time Plumbing Inspector	\$ 33.50
Vandenberg, Robert	Part-Time Electrical Inspector	\$ 33.50
Vaz, Caitlin	Engineering Support Secretary/Grant Writer	\$ 47,280
Wagner Jr, Robert	Director Of Parks/Recreation/Social Services	\$ 117,590

3. RESOLUTION AUTHORIZING ONE-TIME STIPEND PAYMENTS

BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that one-time stipends to the following employees are approved to be paid in January 2024.

Zuzana Karas	\$1,000.00	Special Project
Yazmin Barrantes-Gamboa	\$1,000.00	Special Project
Elizabeth Hollenbach	\$ 2,000.00	Special Project
Michael Pineno	\$ 4,000.00	Special Project
Melissa Sheppard-Davis	\$ 2,000.00	Special Project
John Sheridan	\$ 1,000.00	Special Project
Dana Margelis	\$ 2,000.00	Special Project
Anthony Ferrera	\$ 2,500.00	Special Project
Ron Lemieux	\$ 1,000.00	CPWM Certification

4. RESOLUTION AUTHORIZING A STIPEND PAYMENT OF \$1,000.00 TO CAITLIN VAZ FOR HER EXTRA DUTIES PERTAINING TO THE SAFETY COMMITTEE

WHEREAS, Caitlin Vaz has taken on additional duties pertaining to the Township Joint Insurance Fund Safety Committee; and

WHEREAS, the Finance Director/Acting CFO recommends payment of a stipend in the total amount of \$1,000 to Ms.Vaz for her extra work with the Safety Committee to be paid in quarterly amounts of \$250.

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 Finance Director/Acting CFO is hereby accepted and approved.

5. RESOLUTION ADOPTING THE 2024 TEMPORARY BUDGET

WHEREAS, in accordance with N.J.S.A. 40A:4-19 there is a need to adopt a 2024 Temporary Budget for contracts, commitments or payments prior to the adoption of the 2024 Budget; and

WHEREAS, the amount of said temporary budget shall not exceed \$8,206,478.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the below 2024 Temporary Budget is adopted in the amount of \$8,206,478.00 and that a certified copy of this Resolution be given to the Chief Finance Officer for her records:

Account	Description	Amount
01-201-20-701-100	Administration Salary & Wage	\$ 66,530.00
01-201-20-701-200	Administration OE	\$ 2,118.00
01-201-20-702-100	Mayor & Committee Salary & Wage	\$ 9,625.00
01-201-20-702-200	Mayor & Committee OE	\$ 3,894.00
01-201-20-703-100	Clerk Salary & Wage	\$ 82,492.00
01-201-20-703-200	Clerk OE	\$ 15,288.00
01-201-20-705-100	Finance Salary & Wage	\$ 65,119.00
01-201-20-705-200	Finance OE	\$ 11,000.00
01-201-20-707-100	HR Salary & Wage	\$ 21,832.00
01-201-20-707-200	HR OE	\$ 10,000.00
01-201-20-708-100	Tax Collector Salary & Wage	\$ 34,079.00
01-201-20-708-200	Tax Collector OE	\$ 12,000.00
01-201-20-709-100	IT Salary & Wage	\$ 51,490.00
01-201-20-709-200	IT OE	\$ 20,000.00
01-201-20-710-100	Tax Assessor Salary & Wage	\$ 96,892.00
01-201-20-710-200	Tax Assessor OE	\$ 20,000.00
01-201-20-712-200	Legal OE	\$ 42,000.00
01-201-20-711-200	Central Purchasing OE	\$ 1,000.00
01-201-20-713-200	Human Services OE	\$ 20,000.00
01-201-20-715-100	Engineering Salary & Wage	\$ 110,520.00
01-201-20-715-200	Engineering OE	\$ 15,000.00
01-201-20-719-200	Public Meeting Recording	\$ 10,000.00
01-201-20-722-100	EBDC Salary & Wage	\$ 35,650.00
01-201-20-722-200	EBDC OE	\$ 2,500.00
01-201-21-720-100	Planning & Zoning Salary & Wage	\$ 91,098.00
01-201-21-720-200	Planning OE	\$ 26,750.00
01-201-22-725-100	Construction Salary & Wage	\$ 350,000.00
01-201-22-725-200	Construction OE	\$ 14,750.00
01-201-23-731-200	Other Insurance OE	\$ 475,000.00
01-201-23-733-200	Group Insurance OE	\$ 1,000,000.00

01-201-23-734-200	Unemployment Comp OE	\$ 30,000.00
01-201-25-745-100	Police Salary & Wage	\$ 2,000,000.00
01-201-25-745-200	Police OE	\$ 180,000.00
01-201-25-747-100	OEM Salary & Wage	\$ 20,434.00
01-201-25-747-200	OEM OE	\$ 6,250.00
01-201-25-757-100	Municipal Prosecutor Salary & Wage	\$ 70,002.00
01-201-26-764-100	DPW Adiminstration Salary & Wage	\$ 143,500.00
01-201-26-764-200	DPW Adiminstration OE	\$ 22,250.00
01-201-26-765-100	DPW Streets & Roads Salary & Wage	\$ 315,000.00
01-201-26-765-200	DPW Streets & Roads OE	\$ 71,000.00
01-201-26-767-100	DPW Motor Vehicle Salary & Wage	\$ 47,900.00
01-201-26-767-200	DPW Motor Vehicle OE	\$ 57,750.00
01-201-26-768-100	DPW Stormwater Salary & Wage	\$ 23,586.00
01-201-26-768-200	DPW Stormwater OE	\$ 6,250.00
01-201-26-769-100	DPW Snow Removal Salary & Wage	\$ 45,000.00
01-201-26-769-200	DPW Snow Removal OE	\$ 60,000.00
01-201-26-772-200	Buildings & Grounds OE	\$ 90,000.00
01-201-26-774-200	Recycling OE	\$ 110,000.00
01-201-26-775-200	Annual Cleanup OE	\$ 24,000.00
01-201-27-345-100	Social Services Salary & Wage	\$ 59,853.00
01-201-27-345-200	Social Services OE	\$ 7,000.00
01-201-27-785-100	Board of Health Salary & Wage	\$ 124,860.00
01-201-27-785-200	Board of Health OE	\$ 17,500.00
01-201-27-789-200	Wildlife Management	\$ 6,000.00
01-201-28-795-100	Recreation Salary & Wage	\$ 31,921.00
01-201-28-795-200	Recreation OE	\$ 1,000.00
01-201-28-796-100	Parks Salary & Wage	\$ 195,750.00
01-201-28-796-200	Parks OE	\$ 61,750.00
01-201-30-797-200	Celebration of Public Events	\$ 15,000.00
01-201-31-000-000	Municipal Utilities	\$ 491,000.00
01-201-31-833-000	Gas & Diesel	\$ 75,000.00

01-201-31-839-200	Telecommunication	\$ 49,000.00
01-201-36-846-200	Social Security	\$ 320,000.00
01-201-36-846-200	DCRP	\$ 4,250.00
01-201-42-855-100	Municipal Court Salary & Wage	\$ 144,606.00
01-201-42-855-200	Municipal Court OE	\$ 10,175.00
01-201-45-873-200	Interest on Notes	\$ 120,000.00
01-201-45-875-200	Principle on Notes	\$ 316,264.00
01-201-45-878-200	NJEIT Loan Payment	\$ 116,000.00
	Total Temporary Appropriations	\$ 8,206,478.00

6. RESOLUTION AUTHORIZING THE SUBMISSION OF STRATEGIC PLAN FOR FUNDING THE HILLSBOROUGH/MILLSTONE MUNICIPAL ALLIANCE FOR FISCAL YEAR 2025.

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

WHEREAS, the Township Committee recognizes that the abuse of alcohol and drugs is a serious problem in our society among persons of all ages and therefore has established a Municipal Alliance Committee; and

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

WHEREAS, the Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Somerset.

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

1. The Township Committee hereby authorizes the submission of a strategic plan for the Hillsborough/Millstone Municipal Alliance grant for Fiscal Year 2024 in the amount of:

DEDR	\$10,754.12
Cash Match	\$ 2,688.53
In-Kind	\$ 8,065.59
Total Alliance Budget	\$21,508.24

2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.
3. The Township of Hillsborough accepts the subsequent award of this grant.

7. RESOLUTION APPOINTING STEVEN ECKERT, PAMELA BOREK, CHRISTOPHER MCMINN, JOSEPH PASCHALL AND NICHOLAS SPECIALE TO ONE (1) YEAR TERMS AS EMERGENCY MANAGEMENT DEPUTY COORDINATORS EFFECTIVE JANUARY 1, 2024 THROUGH

DECEMBER 31, 2024 AND AUTHORIZING ANNUAL STIPENDS FOR SAID SERVICE

WHEREAS, the Township Office of Emergency Management Coordinator recommends the appointments of Steven Eckert, Pamela Borek, Christopher McMinn, Joseph Paschall and Nicholas Speciale to one (1) year terms as Deputy Emergency Management Coordinators effective January 1, 2024 through December 31, 2024 with annual stipends of \$1,000.00 each for such services.

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, Joseph Paschall and Nicholas Speciale are appointed to one (1) year terms as Emergency Management Deputy Coordinators effective January 1, 2024 through December 31, 2024 with an annual stipend of \$1,000.00 to be paid to each individual for such service.

8. 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, Jarrett Dewelde shall be appointed to Alt #1, expiring on 12/31/2027.

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.

9. RESOLUTION ENCOURAGING POSTPONEMENT OF ADOPTION OF AFFORDABLE HOUSING LEGISLATION

WHEREAS, New Jersey Assembly Bill A-4 introduced on December 18, 2023 and New Jersey Senate Bill S-4251 introduced on December 21, 2023 ("Legislation") propose comprehensive reform of New Jersey's Fair Housing Act and affordable housing policy within the State; and

WHEREAS, the Legislation, if adopted, would eliminate the Council on Affordable Housing, create a statutory formula to determine municipal affordable housing obligations, establish a process for municipalities to meet their fair share housing obligations and establish a process for review of municipal fair share plans; and

WHEREAS, while the Township Committee is not opposed to the enactment of comprehensive legislation addressing affordable housing within the State of New Jersey, the Township Committee believes input from municipalities as to the content of such legislation is imperative to the democratic process, particularly since this Legislation directly affects our local communities; and

WHEREAS, this Legislation was recently introduced prior to the holidays providing municipalities with insufficient time to review the Legislation and provide meaningful comments; and

WHEREAS, the Township Committee encourages its elected representatives in the State Legislature, the Governor, Senate President and Assembly Speaker, to postpone adoption of the Legislation or any future affordable housing legislation until such time as municipalities and the New Jersey League of Municipalities have time to review and provide meaningful input on any such legislation.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) it encourages its elected representatives in the State Legislature, the Governor, Senate President and Assembly Speaker, to postpone adoption of the Legislation or any future affordable housing legislation until such time as municipalities and the New Jersey League of Municipalities have time to review and provide meaningful input on any such legislation; and (2) the Township Clerk is directed to forward a

copy of this Resolution to Hillsborough's elected representatives in the State Legislature, the Governor, Senate President and Assembly Speaker.

Upon a motion by Committeeman Shawn Lipani, seconded by Committeewoman Samantha Hand, to move on consent item 9 separately, the motion was unanimously approved upon the call of the roll.

Upon a motion by Committeeman Shawn Lipani, seconded by Deputy Mayor John Ciccarelli, the consent agenda 9 was approved upon the call of the roll. Committeewoman Hand voted no.

Committeeman Lipani stated

Committeewoman Hand concurred other than a municipality should have input but not needed.

Upon a motion by Deputy Mayor John Ciccarelli, seconded by Committeewoman Catherine Payne, the consent agenda 1-8 was unanimously approved upon the call of the roll.

Township Administrator Anthony Ferrera welcomed Gretchen Marcinek.

Committeeman Shawn Lipani thanked the OEM appointees.

PUBLIC HEARINGS

None

INTRODUCTION OF NEW ORDINANCES

1. 2024-01 ORDINANCE TO AMEND AN ORDINANCE ENTITLED "SALARY RANGE ORDINANCE" SETTING FORTH THE SALARY RANGES FOR THE CLASSIFICATIONS SET FORTH IN SAID ORDINANCE. FURTHER CONSIDERATION AND A PUBLIC HEARING WILL BE HELD ON FEBRUARY 13, 2024

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

CLASSIFICATION	MIN	MAX	DEPT	TYPE
Township Administrator	50,000	210,000	Administration	Non-Union
IT Director	41,000	120,000	Administration	Non-Union
Human Resources Manager	45,000	95,000	Administration	Non-Union
Economic and Business Development/ Sustainable Director	15,000	90,000	Administration	Non-Union
Assistant IT Director	35,000	65,000	Administration	Non-Union
Executive Assistant	35,000	65,000	Administration	Non-Union
Committeepersons	3,500	10,000	Administration	Non-Union
Special Projects Coordinator	1,000	5,000	Administration	Non-Union
Part-Time Technology Support	\$15.13/Hr.	\$28.00/Hr.	Administration	Part-Time
Clerk Part-Time	\$15.13/Hr.	\$22.00/Hr.	Administration	Part-Time
Part-Time Floater	\$15.13/Hr.	\$22.00/Hr.	Administration	Part-Time
Part-Time Outreach Support Specialist	\$15.13/Hr.	\$22.00/Hr.	Administration/EBD	Part-Time
Part-Time Inspector	\$25.00/Hr.	\$40.00/Hr.	Building	Part-Time
Part-Time Technical Assistant	\$15.13/Hr.	\$22.00/Hr.	Building	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	110,000	Building	Non-Union

Assistant Building Sub Code Official	48,000	95,000	Building	Non-Union
Use of License in 2nd 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	118,883	Health	Non-Union
Director of Environmental Programs	45,000	98,672	Health	Non-Union
Registered Environmental Health Specialist	45,000	67,428	Health	Non-Union
Deputy Director Envir. & Public Health Programs	38,000	71,722	Health	Non-Union
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
Part-Time Property Maint/Code Enforcement/ Deputy Zoning Officer	\$15.13/Hr.	\$30.00/Hr.	Health/Planning & Zoning	Part-Time
Part-Time Violations Technician	\$15.13/Hr.	\$30.00/Hr.	Municipal Court	Part-Time
Court Administrator	45,000	105,000	Municipal Court	Non-Union
Municipal Judge	15,000	85,000	Municipal Court	Non-Union
Deputy Court Administrator	38,000	80,000	Municipal Court	Non-Union
Shared Court Stipend	2,000	50,000	Municipal Court	Stipend
Public Defender	1,000	25,000	Municipal Court	Stipend
After Hours ECDR Processing	2,000	5,000	Municipal Court	Stipend
Part-Time Recording Secretary	\$15.13/Hr.	\$22.00/Hr.	Planning & Zoning	Non-Union
Director of Planning & Zoning	47,000	125,000	Planning & Zoning	Non-Union
Assistant Director of Planning and Zoning/Zoning Official	45,000	95,000	Planning & Zoning	Non-Union
GIS Specialist/Assistant Planner	45,000	95,000	Planning & Zoning	Non-Union
Part-Time Police Support Technician	\$15.13/Hr.	\$30.00/Hr.	Police	Part-Time
Special Officers	\$15.13/Hr.	\$28.00/Hr.	Police	Part-Time
Police Property Manager	\$20.00/Hr.	\$28.00/Hr.	Police	Part-Time
Crossing Guards	\$15.13/Hr.	\$22.00/Hr.	Police	Part-Time
Police Chief	125,000	240,000	Police	Non-Union
Police Captain	120,000	200,000	Police	Non-Union
Police Lieutenant	115,000	190,000	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
Municipal Prosecutor	10,000	105,000	Police	Non-Union
OEM Director	45,000	95,000	Police	Non-Union
Police Chief Secretary	35,000	80,000	Police	Non-Union

Police Operations Assistant	35,000	65,000	Police	Non-Union
IT Director Police Dept.	40000	14000	Police	Non-Union
Part-Time Building Maintenance	\$15.13/Hr.	\$28.00/Hr.	Public Works/Parks	Part-Time
Part-Time Administrative Assistant	\$15.13/Hr.	\$22.00/Hr.	Public Works/Parks	Part-Time
Director Public Works	47,000	130,000	Public Works/Parks	Non-Union
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
Working Forman Public Works/Parks	62,000	80,000	Public Works/Parks	Non-Union
Assistant Supervisor of Public Works/Parks	38,000	95,000	Public Works/Parks	Non-Union
Equipment Operator/Mechanic/Journeyman/Welder (II)	69,417	95,000	Public Works/Parks	Teamsters Local 469
Public Works Worker 1-4	36,326	85,000	Public Works/Parks	Teamsters Local 469
Equipment Operator/Mechanic/Journeyman/Welder (I)	63,253	80,000	Public Works/Parks	Teamsters Local 469
Arborist	59,012	75,000	Public Works/Parks	Teamsters Local 469
Sign Shop Operator	59,012	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
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
Director Social Services	55,000	120,000	Social Services	Non-Union
Assistant Director of Social Services	38,000	75,000	Social Services	Non-Union
Tax Assessor	47,000	150,000	Tax Assessor	Non-Union
Deputy Assessor	45,000	95,000	Tax Assessor	Non-Union
Part-Time Assistant to Tax Collector	\$15.13/Hr.	\$22.00/Hr.	Tax Collection/Treasurer	Part-Time
Director of Finance/CFO/Treasurer	10,000	150,000	Tax Collection/Treasurer	Non-Union
Tax Collector/Payroll Manager	10,000	120,000	Tax Collection/Treasurer	Non-Union
Part-Time Receptionist	\$15.13/Hr.	\$22.00/Hr.	Township Clerk	Part-Time
Township Clerk/PIO	20,000	130,000	Township Clerk	Non-Union
Deputy Clerk	20,000	80,000	Township Clerk	Non-Union
Asst. to Municipal Clerk	35,000	65,000	Township Clerk	Non-Union
Office Assistant / Multimedia Specialist	\$20,000	\$50,000	Township Clerk	Non-Union
Part-Time Office Assistant	\$15.13/Hr.	\$22.00/Hr.	All Departments	Part-Time
Grade 10	47,831	122,237	All Departments	AFSCME Union
Grade 11	44,338	113,278	All Departments	AFSCME Union
Grade 12	41,333	105,625	All Departments	AFSCME Union

Class I 35,000 85,000 All Departments AFSCME Union

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

Upon a motion by Committeewoman Catherine Payne, seconded by Committeeman Shawn Lipani, to introduce Ordinance 2024-01. Further consideration and a public hearing will be held on February 13, 2024. The motion was unanimously approved upon the call of the roll.

2. 2024-02 AN ORDINANCE AMENDING SECTION 188-83P(2) OF THE CODE OF THE TOWNSHIP OF HILLSBOROUGH, TITLES "SIGN REVIEW COMMITTEE MEMBERSHIP" FURTHER CONSIDERATION AND A PUBLIC HEARING WILL BE HELD ON FEBRUARY 13, 2024

BE IT ORDAINED, by the Township Committee of the Township of Hillsborough in the County of Somerset and State of New Jersey, as follows: **New language is underlined thus and deletions are indicated with strikethroughs thus.**

Section 1. Section 188-83P(2) of the Code of the Township of Hillsborough, titled "Sign Review Committee", is hereby amended as follows:

P. Sign Review Committee

(1) A Sign Review Committee is hereby established to foster predictability and consistency with the applicability of these regulations. The primary responsibility of the Sign Review Committee is to hear and decide on sign waiver applications that do not involve site plan, subdivision, conditional use or variance approvals. The Sign Review Committee shall also make recommendations to the Planning Board regarding revisions to the sign regulations from time to time, as warranted.

(2) Membership on the Sign Review Committee shall be appointed annually by the Mayor at the reorganization of the Township Committee and shall consist of the following four (4) regular members and ~~one (1) alternate member~~ two (2) alternate members:

(a) The Township Administrator or his/her designee, except for members of the Planning Department.

(b) One (1) member who operates a business in the Township.

(c) One (1) member of the Economic and Business Development Commission.

(d) One (1) member who is a Township resident and has specific training in architecture, landscape architecture, urban design or planning.

~~(e) One (1) alternate member who is a Township resident.~~ (e) Two (2) alternate members who are Township residents.

(3) All meetings of the Sign Review Committee established herein shall be subject to the requirements of the Open Public Meetings Act, 10:4-6 et seq., and shall be conducted pursuant to Robert's Rules of Order.

(4) Applications for sign waivers not involving a site plan, subdivision, conditional use or variance shall be forwarded by the Planning Department to the Sign Review Committee for its review and decision. It shall be the responsibility of the Sign Review Committee to schedule a review of applicable sign waiver applications and to make decisions regarding these applications within forty-five (45) days of the submission of a complete application or automatic approval will be granted, unless the applicant consents

to an extension of time for a decision.

Section 2. Severability.

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

Section 3. Effective Date.

This Ordinance shall take effect as provided by law.

Upon a motion by Committeeman Shawn Lipani, seconded by Committeewoman Catherine Payne, to introduce Ordinance 2024-02. Further consideration and a public hearing will be held on February 13, 2024. The motion was unanimously approved upon the call of the roll.

CLAIMS LIST

1. CLAIMS LIST 23-21

Mayor Britting asked to approve Claims List 2023-21.

Upon a motion by Committeewoman Catherine Payne, seconded by Committeeman Shawn Lipani, Claims List 2023-21, was approved upon the call of the roll.

NEW BUSINESS

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

Township Clerk Sarah Brake 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.

None

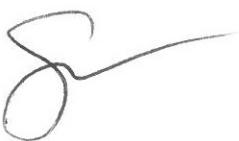
EXECUTIVE SESSION

None

ADJOURNMENT

Upon a motion by Committeewoman Samantha Hand, seconded by Committeewoman Catherine Payne, the meeting duly adjourned at 8:15 pm. Said motion was unanimously carried upon voice vote.

Attested:

A handwritten signature in dark ink, appearing to be 'S. Brake', with a long horizontal stroke extending to the right.

Sarah Brake

Township Clerk