

Minutes of the October 15, 2024 Township Committee Meeting Agenda of the Township of Hillsborough, in the County of Somerset, State of New Jersey, held in the Municipal Complex at 7:30 PM on October 15, 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 Deputy Clerk Erica Lenzo and Township Attorney William Willard. Township Administrator Anthony Ferrera was absent.

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, October 15, 2024.

APPROVAL OF MINUTES

1. 9-24-2024 REGULAR MEETING MINUTES

Upon a motion by Committeeman Shawn Lipani, seconded by Committeewoman Catherine Payne, the 9-24-2024 Regular Meeting Minutes were approved upon the call of the roll. Deputy Mayor John Ciccarelli abstained.

2. 11-28-2023 EXECUTIVE SESSION MINUTES

Upon a motion by Committeeman Shawn Lipani, seconded by Deputy Mayor John Ciccarelli, the 11-28-2023 Executive Session Minutes were approved upon the call of the roll. Committeewoman Samantha Hand and Committeewoman Catherine Payne abstained.

3. 1-23-2024 EXECUTIVE SESSION MINUTES

Upon a motion by Deputy Mayor John Ciccarelli, seconded by Committeewoman Catherine Payne, the 1-23-2024 Executive Session Minutes were approved upon the call of the roll.

4. 3-26-2024 EXECUTIVE SESSION MINUTES

Upon a motion by Committeeman Shawn Lipani, seconded by Committeewoman Catherine Payne, the 3-26-2024 Executive Session Minutes were approved upon the call of the roll.

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

Committeewoman Hand

Committeewoman Hand wished everyone a Happy New Year for Rosh Hashana and a meaningful fast for Yom Kippur.

Committeewoman Hand wished everyone a joyful Diwali full of lights.

Committeewoman Hand thanked the Hindu community for having members of the committee at the annual Garba event.

Committeewoman Hand thanked Assemblyman Frieman, Assemblywoman Drulis, and Senator Zwicker for their assistance with the NJDOT in getting the Route 206 project back on track.

Committeewoman Hand advised that the final Household Hazardous Waste Drop-off for 2024 is scheduled for October 19, 2024, from 9 am to 3 pm at the South County Public Works Facility, 410 Roycefield Road, Hillsborough.

Committeewoman Hand reported that the Parks & Recreation department has scheduled many Halloween events this year which can be found on the department's website.

Committeewoman Hand relayed that registration is open for winter basketball leagues for boys and girls in grades 3 - 12.

Committeewoman Hand stated that the Social Services Department is asking for Amazon Prime grocery bags to help serve the pantry clients.

Committeewoman Hand informed Hillsborough senior residents that an Instrumental Meditation and Yoga class is available through the Social Services Department in conjunction with Avalon Assisted Living.

Committeewoman Hand stated additional arts and crafts classes are provided by Foothill Acres for Hillsborough seniors in the Social Services Department.

Committeewoman Hand announced that the Social Services Department is about to embark upon its annual holiday drives.

Committeewoman Hand encouraged seniors to attend a free information session and assessment at Fyzical Therapy & Balance Center of Hillsborough.

Committeeman Lipani

Committeeman Lipani provided important information regarding the general election for Hillsborough residents: the deadline to apply for a mail-in ballot is October 29th, sample ballots will be mailed on October 23rd, the mail-in ballot drop box in front of the Municipal Building is open now and accepting mail-in ballots through Election Day, November 5th, early voting at the Municipal Building begins on October 26th and runs through November 3rd.

Committeeman Lipani announced that the Fourth Annual Scarecrow Festival is underway. The festival runs throughout October at the front of the municipal building and viewers can vote for their favorite scarecrow.

Committeeman Lipani advised that the Economic & Business Development is hiring a full-time Administrative Assistant. This is a 40-hour per week, Class I, AFSCME Union position that focuses on all aspects of day-to-day administrative tasks, community outreach, and event coordination.

Committeeman Lipani further advised that the Finance Department is hiring an Assistant to the CFO. This part-time position offers flexible hours, up to 29 hours per week, not to exceed 116 hours per month.

Committeeman Lipani relayed that the Rotary Club of Hillsborough is holding its fresh fruit fundraiser in partnership with Pee Jay's Fresh Fruit.

Committeeman Lipani thanked the Hindu community for the fun night at the annual Garba event.

Committeeman Lipani stated a special meeting was held with residents and representatives from FEMA for those impacted by flooding from past storms. There were tough questions and answers provided and Committeeman

Lipani thanked the residents for attending.

Committeewoman Payne

Committeewoman Payne also thanked the Hindu community for a beautiful Garba event.

Committeewoman Payne reported that the United States Drug Enforcement Administration (DEA) has declared Saturday, October 26th, National Take Back Day, a day to dispose of unneeded medications anonymously and at no cost.

Committeewoman Payne invited the public to join the Hillsborough Police Department at Starbucks tomorrow, October 16th from 4 to 6:00 for coffee and conversation.

Committeewoman Payne announced that Hillsborough PBA Local 205 will once again be stuffing the bus with food and other items for the Community Assistance Network at Shoprite on Saturday, November 23rd, from 9:00 a.m. to 1:00 p.m.

Committeewoman Payne stated that Chief Michael McMahon and the Hillsborough Police Department are urging Hillsborough residents to keep the following Halloween safety tips and precautions in mind: wear light-colored clothing that is short enough to prevent tripping, add reflective tape to the sides, front, and back of the costume, make sure children can see well through masks or cosmetics, adults should accompany young children, go out in daylight and carry a flashlight after nightfall, watch for traffic, examine all candy before allowing children to eat it, only give and accept wrapped or packaged candy, and keep control of pets.

Committeewoman Payne advised the public that it is illegal to steal political signs. Signs posted on private property may only be removed by the property owner, and signs posted on public property may only be removed by state or local personnel who maintain that property. Anyone caught stealing these signs can be charged as a disorderly person, fined up to \$1000, and serve jail time of up to six months.

Committeewoman Payne announced that there will be a Veteran's Day Ceremony on Monday, November 11th. The time of the ceremony will be announced closer to the day on social media and in the Mayor's eNews.

Deputy Mayor Ciccarelli

Deputy Mayor Ciccarelli advised that the first survey for the Master Plan Update, focusing on the Plan's vision and goals, has been closed. The Master Plan Informational Session will take place in the Municipal Court Room on October 30th from 6-7:30 PM.

Deputy Mayor Ciccarelli reported that the Building Department now has online permit submissions via the SDL portal. There are 8 different permit templates available and being accepted currently, with more scopes of work to be added later on. At this time only homeowners performing the work are eligible.

Deputy Mayor Ciccarelli stated that the Construction Department is hiring.

Deputy Mayor Ciccarelli updated residents that the NJ Department of Transportation (NJDOT) is replacing ADA ramps on sidewalks along the existing Route 206 to bring them up to the latest ADA requirements this year. This is a state DOT project and is not being completed by the Township.

Deputy Mayor Ciccarelli announced that the Leaf Collection program will begin the first week of November. A minimum of two rounds will be performed in all areas of the town. Schedules will be posted on the township website to give the residents an idea of the DPW crews' progress. Residents are advised to place leaves at the curb's edge and not in the street.

Deputy Mayor Ciccarelli thanked the Hindu community for the Garba event and noted the excellent food.

Mayor Britting

Mayor Britting also thanked the Hindu community for a great Garba event.

Mayor Britting announced that the annual Mayors Wellness Walk and Talk is back and will take place on Saturday, November 9th, at Duke Farms, starting at 10 a.m.

Mayor Britting advised that he along with Committeeman Lipani and Committeewoman Payne attended the first responder mass at Mary Mother of God Church.

Mayor Britting thanked Mrs Hopson's third grade class at Hillsborough Elementary School for inviting him to come in and talk about his job as Mayor to the entire third grade.

Mayor Britting stated that Ashitosh Attinti of Troop 1776 and his father stopped by the Mayor's Office and the Mayor encouraged involvement in the Boy and Girl Scouts

Mayor Britting reported that he attended a ribbon-cutting ceremony for the newly renovated pickleball/tennis courts at Amsterdam School.

Mayor Britting advised that the paving of Amsterdam will take an additional week due to freezing temperatures.

Mayor Britting informed the public that he along with Committeeman Lipani, Committeewoman Payne, and Township Clerk, Sarah Brake, joined the Hillsborough Millstone Municipal Alliance at the annual Red Ribbon Week football game. Red Ribbon Week is being celebrated in Hillsborough from Monday, October 21st through Friday, October 25th.

Mayor Britting reminded residents that daylight savings time ends at 2:00 am on November 3rd; remember to “Fall Back” before going to bed on the 2nd.

PROCLAMATIONS / APPOINTMENTS

1. PROCLAMATION RECOGNIZING HINDU HERITAGE MONTH

WHEREAS, Hinduism is the third largest religion in the world with millions of followers in the United States, including many in Hillsborough; and

WHEREAS, the practice of Hinduism seeks to promote unity among all Dharmic communities, increase awareness of the heritage’s values, and educate society on issues affecting the Hindu-American community; and

WHEREAS, during the month of October, the history, traditions, achievements, culture, and contributions of Hindu Americans are recognized and celebrated throughout the United States and in Hillsborough; and

WHEREAS, the Hindu-American community has made significant contributions to the social, cultural, and economic vibrancy of our community adding to Hillsborough’s diversity and prosperity; and

WHEREAS, Hillsborough embraces the diversity represented in our communities and seeks to afford all residents the opportunity to better understand, recognize, and appreciate the rich history and shared experiences of Hindu-Americans.

NOW, THEREFORE, BE IT PROCLAIMED that we, the Mayor and Hillsborough Township Committee, do hereby recognize October 2024 as Hindu Heritage Month and encourage all residents to join in celebrating the many contributions of Hindu-Americans.

2. PROCLAMATION RECOGNIZING NATIONAL DIABETES AWARENESS MONTH

WHEREAS, National Diabetes Awareness Month is celebrated every year in November to raise awareness about diabetes and to support people with diabetes; and

WHEREAS, the focus for diabetes awareness in 2024 is on taking action to prevent diabetes health problems; and

WHEREAS, the Centers for Disease Control and Prevention (CDC), estimate that over 38 million Americans have diabetes. It is the seventh-leading cause of death in the United States; and
WHEREAS, New Jerseyans are increasingly feeling the effects of diabetes as approximately 760,249 people suffer from the disease and 207,000 people may have diabetes and not know it; and
WHEREAS, it is estimated that 352,000 children and adolescents, or 35 per 10,000 US youths, have been diagnosed with diabetes; and
WHEREAS, the American Diabetes Association estimates that the total national cost of diagnosed diabetes in the United States per year is \$412.9 billion, and approximately \$9.2 billion in New Jersey alone; and
WHEREAS, an increase in awareness of risk factors and symptoms related to diabetes can improve the likelihood that people with diabetes will get the attention they need before developing the disease and its devastating complications.
NOW, THEREFORE, BE IT RESOLVED, that we, the Mayor and Township Committee, do hereby declare November 2024 as National Diabetes Awareness Month, and encourage all residents to help fight this disease by increasing awareness.

PRESENTATIONS

1. PRESENTATION RECOGNIZING WOMEN'S SMALL BUSINESS MONTH

2. PRESENTATION RECOGNIZING HILLSBOROUGH REWARDS GRANT PROGRAM RECIPIENTS

CONSENT

1. Resolution Authorizing Issuance Of Carnival License To Melissa's CJ, LLC, For Christmas Craft Market At Clerico Lane Property

WHEREAS, an application for a Carnival License has been filed by Melissa's CJ, LLC, to hold a Christmas Craft Market at the Clerico Lane property on the following dates/times: (a) November 29, 2024 and November 30, 2024 between the hours of 12:00 PM and 8:00 PM; and (b) December 14, 2024, December 15, 2024, December 21, 2024 and December 22, 2024 between the hours of 11:00 AM and 5:00 PM; and

WHEREAS, the submitted application is complete.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby approves the issuance of a Carnival License to Melissa's CJ, LLC, to hold a Christmas Craft Market at the Clerico Lane property on the following dates/times: (a) November 29, 2024 and November 30, 2024 between the hours of 12:00 PM and 8:00 PM; and (b) December 14, 2024 and December 15, 2024, December 21, 2024 and December 22, 2024 between the hours of 11:00 AM and 5:00 PM.

2. Resolution Authorizing Issuance Of A Carnival License To Dara Brackett For The Hillsborough Junior Raiders Food Truck Fundraiser At The Triangle Road Sports Complex

WHEREAS, an application for a Carnival License has been filed by Dara Brackett for the Hillsborough Junior Raiders Food Truck Fundraiser to be held at the Triangle Road Sports Complex on October 19, 2024 between the hours of 12:00 PM and 7:00 PM; and

WHEREAS, the submitted application is complete.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough,

County of Somerset, State of New Jersey, that it hereby approves the issuance of a Carnival License to Dara Brackett for the Hillsborough Junior Raiders Food Truck Fundraiser to be held at the Triangle Road Sports Complex on October 19, 2024 between the hours of 12:00 PM and 7:00 PM.

3. 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 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.

Joseph Reid \$160.00
Bhargavi Lodhia \$110.00
Matthew Yadamiec \$160.00
Tara Stambaugh \$180.00

4. RESOLUTION AWARDING AUTEN ROAD PHASE I PAVING CONTRACT TO TOP LINE CONSTRUCTION CORPORATION

WHEREAS, the Township solicited bids through the fair and open procurement process for the Auten Road Phase I Paving Project; and

WHEREAS, the Township received three (3) bids with the lowest bid from Top Line Construction Corporation located in Somerville, New Jersey; and

WHEREAS, the Engineering Director and the Qualified Purchasing Agent recommend the Township Committee award a contract to Top Line Construction Corporation in an amount not to exceed \$550,238.36 for the Auten Road Phase I Project; and

WHEREAS, the Chief Finance Officer certifies there are sufficient funds in Account No.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that (1) a contract is hereby awarded to Top Line Construction Corporation in an amount not to exceed \$550,238.36 for the Auten Road Phase I Paving Project; and (2) the Mayor and Township Clerk are authorized to execute a contract with Top Line Construction Corporation consistent with the terms of this Resolution, the bid specifications and bid proposal submitted.

5. RESOLUTION AUTHORIZING THE RELEASE OF CASH ESCROW FOR ROAD OPENING PERMIT NO. 2014-08 TO TJC AT HILLSBOROUGH FOR HIDDEN BROOK ESTATES

WHEREAS, a cash escrow in the amount of \$5,000.00 was posted for Road Opening Permit No. 2014-08 for Hidden Brook Estates; and

WHEREAS, the Engineering Director indicates all work has been satisfactorily completed and recommends the Township Committee authorize the release of the Cash Escrow in the amount of \$5,000.00 to TJC at Hillsborough.

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 Engineering Director is hereby accepted and approved.

6. RESOLUTION AUTHORIZING THE RELEASE OF ESCROWS FOR ROAD OPENING PERMIT NO. 2022-49

WHEREAS, a cash escrow in the amount of \$1,200.00 and an inspection fee escrow was posted for Road Opening Permit No. 2022-49; and

WHEREAS, the Engineering Director indicates all work has been satisfactorily completed and recommends the Township Committee authorize: (1) release of the cash escrow in the amount of \$1,200.00 to Philip Lavoie; (2) release of \$157.27 from the inspection fee escrow to the Township of Hillsborough for engineering inspections completed; and (3) release of the remaining inspection fee escrow in the amount of \$428.18 to Philp Lavoie.

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 Engineering Director are hereby accepted and approved.

7. RESOLUTION AUTHORIZING PUBLIC AUCTION OF ABANDONED MOTOR VEHICLE

WHEREAS, the Hillsborough Township Police Department has come into possession of the vehicles identified herein by way of abandonment; and

WHEREAS, the Township has obtained a Junk Title to the below noted vehicle in accordance with N.J.S.A. 39:10A-3; and

WHEREAS, the Township now wishes to dispose of said vehicle by way of a week long public online auction to be held between October 9, 2024 - October 16, 2024, in accordance with N.J.S.A. 39:10A-1.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the following abandoned vehicle is authorized to be sold at public auction to be held between October 9, 2024 - October 16, 2024, in accordance with the requirements set forth in N.J.S.A. 39:10A-1.

YEAR	MAKE	MODEL	VIN	TITLE
2010	Honda	Accord	1HGCP2F35AA156585	Junk Title

8. RESOLUTION AUTHORIZING RELEASE OF FINAL PAYMENT, ACCEPTANCE OF MAINTENANCE BOND AND APPROVAL OF FINAL PAYMENT FOR FLEMMING DRIVE SIDEWALK PROJECT PHASE I

WHEREAS, the Township awarded a contract to Cedar Contracting Company, Inc., for the Flemming Drive Sidewalk Project, Phase I; and

WHEREAS, the Engineering Director certifies all work has been satisfactorily completed and recommends the following: (1) release of payment to Cedar Contracting Company in the amount of \$150,921.31; (2) release of Performance Bond 800180203; and (3) acceptance of Maintenance Bond No. 800180203M from Intact Insurance in the amount of \$3,018.42.

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 Engineering Director are hereby accepted and approved.

9. RESOLUTION AUTHORIZING ISSUANCE OF AMUSEMENT GAMES LICENSE TO IRON PEAK SPORTS & EVENTS, LLC, SUBJECT TO LEGALIZED GAMES OF CHANCE CONTROL COMMISSION APPROVAL

WHEREAS, Iron Peak Sports and Events, LLC, submitted an Amusement Games License Application to the Township of Hillsborough to operate amusement games daily during the business hours of 6:00 a.m. to 11:59 p.m. for the period of January 1, 2025 through December 31, 2025, at its facility located at 137 Mountain Road, Hillsborough, New Jersey, in accordance with the NJ Amusement Games Licensing Law and Township Ordinance 115-1; and

WHEREAS, the Application submitted by Iron Peak Sports and Events has been found to be complete and in compliance with the Township Ordinance and NJ Amusement Games Licensing Law; and

WHEREAS, the Iron Peak Sports and Events facility at 137 Mountain Road is a recognized amusement park identified in the Township Ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that (1) the Township Clerk is hereby authorized to issue to Iron Peak Sports and Events, LLC, the applied for Amusement Games License Certificates for its facility at 137 Mountain View Road, Hillsborough, New Jersey; (2) the Township Clerk shall forward to the Legalized Games of Chance Control Commission a certified copy of this Resolution, the Iron Peak Sports and Events Amusement Games License Application and the Amusement Games License Certificates issued by the Township; (3) the Amusement Games License Certificates issued by the Township shall not become operative until Iron Peak Sports and Events shall have been issued a State License Certificate by the Legalized Games of Chance Control Commission in accordance with the Amusement Games Licensing Law; and (4) the Amusement Games License Certificates issued by the Township shall expire on 12/31/25.

10. RESOLUTION AUTHORIZING THE QUALIFIED PURCHASING AGENT TO SOLICIT BIDS FOR THE INSTALLATION OF A THERMOSTAT SYSTEM IN THE MUNICIPAL BUILDING

WHEREAS, the existing Hillsborough Municipal Building HVAC control system is in need of replacement; and

WHEREAS, the Township Qualified Purchasing Agent is authorized to advertise for bids for the Installation of a Thermostat System for the Municipal Building.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Township Qualified Purchasing Agent is hereby authorized to advertise for bids for the Installation of a Thermostat System for the Hillsborough Municipal Building.

11. RESOLUTION AUTHORIZING THE REIMBURSEMENT OF THE MUNICIPAL PORTION OF PROPERTY TAXES FROM NOVEMBER 10, 2023 THROUGH DECEMBER 31, 2023 AND A FULL REFUND OF THE TAXES PAID FOR THE FIRST, SECOND AND THIRD QUARTERS OF 2024 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:

Jordan, Timothy & Caryn Block 175.08 Lot 99 \$9,476.51

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 November 10, 2023 to December 31, 2023 and a full refund for taxes paid for the first, second and third quarters of 2024 to the above referenced property owner.

12. RESOLUTION AUTHORIZING THE REFUND OF AN ERRONEOUS ONLINE PAYMENT MADE TO THE SANITARY SEWER PROJECT

WHEREAS, the Tax Collector indicates an erroneous payment has been received as indicated below and recommends a refund be issued.

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 the erroneous payment

Block 204.04 Lot 27 KACHHIA, MINESH \$120.00

13. RESOLUTION AUTHORIZING CANCELATION OF ERRONEOUSLY SOLD TAX SALE CERTIFICATES

WHEREAS, the Tax Collector recommends cancelation of the tax sale certificates on the following properties located within the Township of Hillsborough as the sewer amounts were paid to the Hillsborough Municipal Utilities Authority:

Certificate	Block/Lot/Qual.	Property Address	Reason for Cancelation
#24-00033	149.08 / 71	283 South Branch Road	Misposted Payment
#24-00073	162 / 25	104 S Triangle Road	Misposted Payment

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (a) the Tax Collector is authorized to cancel the Tax Sale Certificates listed above as they should not have gone to tax sale; and (b) the Tax Collector is authorized to make the necessary entries and refunds to complete these cancelations.

14. RESOLUTION AUTHORIZING CONTRACT FOR THE REPLACEMENT OF ROOFING AT THE DEPARTMENT OF PUBLIC WORKS BUILDING

WHEREAS, the Township of Hillsborough solicited quotes for the replacement of two (2) sections of roof at the Department of Public Works building and three (3) responses were received as follows:

M.F.A., LLC	\$16,200.00
Bella Roofing	\$24,900.00
Rivera Roofing & Remodeling, LLC	\$20,000.00

WHEREAS, the Director of Public Works and the Township Qualified Purchasing Agent recommend the award of a contract to M.F.A., LLC, in an amount not to exceed \$16,200.00, for the replacement of two (2) sections of roofing at the Department of Public Works building; and

WHEREAS, funds are available in the 2024 budget through capital account 04-215-55-240-501 (Requisition #2307418), 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 the award of a contract to M.F.A., LLC, in an amount not to exceed \$16,200.00, for the replacement of two (2) sections of roofing at the Department of Public Works building.

15. RESOLUTION AUTHORIZING THE REPLACEMENT OF STRAINERS FOR THE HVAC UNITS IN THE CEILING OF THE LIBRARY

WHEREAS, the Township of Hillsborough solicited quotes for the replacement of the strainers for the HVAC units in the ceiling of the library and three (3) responses were received as follows:

Fras-Air/General	\$17,406.00
Mechanical Preservation Associates	\$18,900.00
Binsky	\$24,950.00

WHEREAS, the Director of Public Works and the Township Qualified Purchasing Agent recommend the award of a contract for the replacement of the strainers for the HVAC units in the ceiling of the library to Fras-Air/General in an amount not to exceed \$17,406.00; and

WHEREAS, funds are available in the 2024 budget through capital account 04-215-55-240-505 (Requisition #2307406), 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 the award of contract for the replacement of the strainers for the HVAC units in the ceiling of the library be awarded to Fras-Air/General in an amount not to exceed \$17,406.00.

16. RESOLUTION AUTHORIZING THE REPLACEMENT OF TWO (2) HEAT PUMPS FOR THE LIBRARY HVAC SYSTEM

WHEREAS, the Township of Hillsborough solicited quotes for the Replacement of Two (2) Heat Pumps for the Library HVAC System and three (3) responses were received as follows:

Service Experts Heating & Air Conditioning	N/A
Mechanical Preservation Associates	\$22,250.00
Binsky	\$35,200.00

WHEREAS, the Director of Public Work and the Township Qualified Purchasing Agent recommend the contract for the Replacement of Two (2) Heat Pumps for the Library HVAC System to be awarded to Mechanical Preservation Associates in an amount not to exceed \$22,250.00; and

WHEREAS, funds are available in the 2024 budget through capital account 04-215-55-240-504 (Requisition #2307407), 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 contract for Replacement of Two (2) Heat Pumps for the Library HVAC System to be awarded to Mechanical Preservation Associates in an amount not to exceed \$22,250.00.

17. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO YAGER LAWN MAINTENANCE FOR THE PROVISION OF A TWO PERSON CREW AND LEAF VACUUMING EQUIPMENT FOR THE TOWNSHIP LEAF PROGRAM

WHEREAS, the Director of Public Works has determined there is a need for assistance with the annual leaf program; and

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

Yager Lawn Maintenance LLC	\$1,550.00 per day
Moss Landscaping Inc.	\$1,650.00 per day
JML Landscaping	No Quote

WHEREAS, the Director of Public Works and Qualified Purchasing Agent recommend the award of a contract to Yager Lawn Maintenance at the rate of \$1,550.00 per day in an amount not to exceed \$43,400.00 for the provision of a two person crew and leaf vacuuming equipment for the Township leaf program.

WHEREAS, funds are available from the Clean Communities Grant #02-117-24-304-764-000 in the amount of \$31,550.00 and Budget Account #01-201-26-775-940 in the amount of \$11,850.00 (Requisition #2307464) 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 a contract is hereby awarded to Yager Lawn Maintenance at the rate of \$1,550.00 per day in an amount not to exceed \$43,400.00 for the provision of a two person crew and leaf vacuuming equipment for the Township leaf program.

18. RESOLUTION AUTHORIZING THE UPFITTING OF FOUR (4) POLICE VEHICLES

WHEREAS, the Chief of Police has requested authorization for lighting and electrical upfitting of four (4) police vehicles, two with Lightbars and two with Slick tops; and

WHEREAS, the services are available from Elite Vehicle Solutions through New Jersey State Contract #17-FLEET-00749 in an amount not to exceed \$77,688.18; and

WHEREAS, funds will be available in the 2024 municipal budget and have been certified as such by the Chief Finance Officer through Account #04-215-55-240-550 (Requisition #2307462).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby authorizes and approves the lighting and electrical upfitting of four (4) police vehicles by Elite Vehicle Solutions in an amount not to exceed \$77,688.18.

19. RESOLUTION GRANTING PERMANENT EMPLOYEE STATUS TO GIANNA BIANCO

WHEREAS, Gianna Bianco was hired as a Police Records Clerk in the Police Department on July 1, 2024; and

WHEREAS, the Chief of Police indicates Ms. Bianco has performed her duties and assignments in a capable manner and further indicates Ms. Bianco has proven herself to be a competent Police Records Clerk; and

WHEREAS, the Chief of Police recommends regular employee status be granted to Ms. Bianco, at an annual salary of \$38,000, effective October 1, 2024; and

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

20. RESOLUTION AUTHORIZING THE PURCHASE OF A DUAL BAND RADIO SYSTEM FOR A NEW POLICE VEHICLE FROM MOTOROLA SOLUTIONS

WHEREAS, the Police Department needs to purchase a Dual Band Radio System for a new Police Vehicle; and

WHEREAS, Motorola Solutions was awarded a contract through the State of New Jersey Contract #83909 for the provision of radio communications equipment and accessories; and

WHEREAS, the Chief of Police received a quote from Motorola Solutions in the amount of \$7,816.00 in accordance with the State Contract; and

WHEREAS, the Chief of Police and Qualified Purchasing Agent recommend the purchase of a Dual Band Radio System for a new Police Vehicle from Motorola Solutions in accordance with the State Contract and quote submitted; and

WHEREAS, the Chief Financial Officer certifies there are sufficient funds available through account #04-215-55-240-550 (Requisition #2307468).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the purchase of a Dual Band Radio System for a new Police Vehicle from Motorola Solutions through State of New Jersey Contract #83909 in an amount not to exceed \$7,816.00 is hereby authorized and approved.

21. RESOLUTION AUTHORIZING THE PURCHASE OF FOUR (4) DODGE DURANGO POLICE VEHICLES AWD THROUGH THE NEW JERSEY STATE CONTRACT

WHEREAS, the Police Department has identified the need to replace 3 existing police vehicles and add 1 additional car to the fleet and has requested authorization to purchase Four (4) Dodge Durango Police Vehicles AWD; and

WHEREAS, Hertrich Fleet Services, Inc. offers the vehicles through New Jersey State Contract #21-FLEET-01483 in the amount of \$44,755.00 per vehicle of which the Township of Hillsborough is a member, in an amount not to exceed \$179,020.00; and

WHEREAS, funds are available in the 2024 Municipal Budget and have been certified as such by the Chief Finance Officer through Account #04-215-55-240-550 in the amount of \$179,020.00 (Requisition #2307463)

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the purchase of Four (4) Dodge Durango Police Vehicles AWD

through the New Jersey State Contract #21-FLEET-01483 in an amount not to exceed \$179,020.00 is hereby authorized.

22. RESOLUTION AUTHORIZING THE HIRING OF RONALD SKOBO TO THE POSITION OF PART-TIME PROPERTY MAINTENANCE/CODE ENFORCEMENT OFFICER

WHEREAS, there exists a vacancy in the position of part-time Property Maintenance/Code Enforcement Officer; and

WHEREAS, the Director of Environmental Programs and Township Administrator recommend the hiring of Ronald Skobo as Part-Time Property Maintenance/Code Enforcement Officer at the rate of \$28 per hour, not to exceed 116 hours per month, effective October 16, 2024.

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 Environmental Programs and Township Administrator is hereby accepted and approved.

23. RESOLUTION AUTHORIZING A ONE TIME STIPEND PAYMENT TO CATHY FAERBER FOR OBTAINING HER SENIOR SERVICES MANAGEMENT CERTIFICATION

WHEREAS, Cathy Faerber, Assistant Director of Social Services, has successfully completed the course requirements and received her Certification in Senior Services Management; and

WHEREAS, the Township Administrator has recommended a stipend payment of \$1,000.00 to Cathy Faerber for earning this certification.

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

24. RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT TO WHITESTONE ASSOCIATES, INC., FOR NJDEP REPORTING FOR GROUND WATER CONTAMINATION ANALYSIS AT 21 EAST MOUNTAIN ROAD

WHEREAS, the Director of the Health Department has determined there is a need for NJDEP Reporting for Ground Water Contamination Analysis at 21 East Mountain Road; and

WHEREAS, Whitestone Associates, Inc., provided the Township with a proposal in the amount of \$22,500.00 to provide NJDEP Reporting for Ground Water Contamination Analysis at 21 East Mountain Road; and

WHEREAS, the Director of the Health Department recommends the award of a contract to Whitestone Associates, Inc., in an amount not to exceed \$22,500.00 for the NJDEP Reporting for Ground Water Contamination Analysis at 21 East Mountain Road; and

WHEREAS, the Chief Financial Officer certifies sufficient funds are available in account #02-213-21-650-705-940 (Requisition #2307467) for this contract award.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that a contract in an amount not to exceed \$22,500.00 is hereby awarded to Whitestone Associates, Inc., for NJDEP Reporting for Ground Water Contamination Analysis at 21 East Mountain Road in accordance with the proposal submitted.

25. RESOLUTION AMENDING THE HOURLY RATE FOR ROBERT VANDENBERG, PART TIME ELECTRICAL INSPECTOR, AND JONATHAN UZARSKI, PART-TIME PLUMBING INSPECTOR

WHEREAS, the Salary Resolution passed on January 9, 2024, set forth the hourly rate for Robert Vandenberg, Part-Time Electrical Inspector, and Jonathan Uzarski, Part-Time Plumbing Inspector, at \$33.50; and

WHEREAS, the CFO indicates the approved 2024 Construction Department Budget set forth the hourly rate for these part-time inspectors at \$36.50 effective January 1, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (a) the hourly rate for Robert Vandenberg and Jonathan Uzarski shall be adjusted and set at \$36.50 effective January 1, 2024; and (b) retroactive and future pay for these individuals shall be adjusted accordingly.

26. Resolution Authorizing The Purchase Of A Panel System Of Cubicles And Office Furniture For The Construction Department

WHEREAS, the Township of Hillsborough solicited quotes for a Panel System of cubicles and office furniture for the Construction Department and three (3) responses were received as follows:

Village Office Supply	\$41,988.06
Cooper's Office Furniture	No Quote
RFS Commerical	No Quote

WHEREAS, the Director of Public Work and the Township Qualified Purchasing Agent recommend the award of a contract for the purchase of a Panel System of cubicles and office furniture for the Construction Department to Village Office Supply in an amount not to exceed \$41,988.060; and

WHEREAS, funds are available in the 2024 budget through capital account #04-215-55-240-503 (Requisition #2307416), 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 the award of a contract for a Panel System of cubicles and office furniture for the Construction Department to Village Office Supply in an amount not to exceed \$41,988.06.

Committeewoman Hand asked about the amusement games license for Iron Peak.

Township Attorney Willard explained the old arcade games fall under gambling laws.

Upon a motion by Committeeman Shawn Lipani, seconded by Committeewoman Catherine Payne, the consent agenda was unanimously approved upon the call of the roll.

Susan Gulliford, Hunt Club Road asked about thermostats in the municipal building and what the fees were covering.

PUBLIC HEARINGS

None

INTRODUCTION OF NEW ORDINANCES

None

CLAIMS LIST

1. CLAIMS LIST 24-14

Mayor Britting asked to approve Claims list 2024-14.

Upon a motion by Committeewoman Catherine Payne, seconded by Deputy Mayor John Ciccarelli, Claims list 2024-14, was approved upon the call of the roll.

NEW BUSINESS

None

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

Township Deputy Clerk Erica Lenzo 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.

Helen Wong, 628 Robin Road thanked the committee for all it's hard work in bringing the 206 construction back to life.

Susan Gulliford, Hunt Club Road inquired about Larken Properties and the settlement agreement. Township Attorney Willard explained they had a pre-existing non-conforming use for small scale logistic uses and those will be allowed to remain.

EXECUTIVE SESSION

None

ADJOURNMENT

Upon a motion by Committeewoman Catherine Payne, seconded by Deputy Mayor John Ciccarelli, the meeting duly adjourned at 8:48 pm. Said motion was unanimously carried upon voice vote.

Committeeman Lipani noted October is Pastor appreciation month and encouraged all to appreciate their religious leaders.

Attested:



Sarah Brake
Township Clerk