

Minutes of the 2025 Reorganization Meeting of the Township of Hillsborough, in the County of Somerset, State of New Jersey, held in the Municipal Complex at 7:00 PM on January 2, 2025.

NOTICE THAT MEETING HAS BEEN PROPERLY ADVERTISED IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT

1. PLEASE BE 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 7:00 PM ON JANUARY 2, 2025.

Before the meeting Township Clerk Brake recognized the following special guests: Assemblyman Freiman, Somerset County Commissioner Paul Drake, Surrogate Tina Jalloh, Freeholder and Mayor Ken Scherer, Mayor Anthony Ferrera, Mayor Bob Wagner, Mayor Carl Suraci and Mayor Lipani.

PRESENTATION OF COLORS AND SALUTE TO THE FLAG

1. HILLSBOROUGH GIRL SCOUTS SERVICE UNIT 72

The Girl Scouts SU72 Included: Allison Valeo, Olivia Woerner, Addison Woerner, Abigail Lombardi and Alyssa Parola.

The Girl Scouts were escorted by Lieutenant Christopher Engelhardt.

INVOCATION

1. REVEREND TIMOTHY J. WOLF, M. A., NEW HORIZON CHRISTIAN FELLOWSHIP

CERTIFICATION OF ELECTION RESULTS

1. CLERK ANNOUNCES CERTIFICATION OF THE NOVEMBER 5, 2024 GENERAL ELECTION RESULTS

The Township Clerk stated: It is now my honor to announce the results of the November 5, 2024 General Election certified by Somerset County Clerk Steve Peter, reelecting Committeeman Robert Britting and Committeeman Shawn Lipani to three-year terms to the Hillsborough Township Committee, beginning on January 1, 2025 and ending on December 31, 2027. Congratulations Committeemen.

OATH OF OFFICE TO ELECTED COMMITTEE MEMBERS

1. SWEARING IN OF COMMITTEEMAN ROBERT BRITTING, JR

Committeeman Britting was joined by his family and was sworn in to his office by Former Assemblyman Jack Ciattarelli

2. SWEARING IN OF COMMITTEEMAN SHAWN LIPANI

Committeeman Lipani was sworn into his office by Former Assemblyman Jack Ciattarelli

ELECTION OF 2025 MAYOR

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

1. OATH OF OFFICE 2025 MAYOR

Upon a motion by Committeeman Robert Britting, Jr., seconded by Committeewoman Catherine Payne, a motion to nominate Committeeman John Ciccarelli as Mayor, was approved upon the call of the roll. Township Clerk Brake declared Committeeman John Ciccarelli as Mayor for 2025.

Committeeman John Ciccarelli, accompanied by his family was sworn in by Assemblyman Ciattarelli for the position of Mayor.

ELECTION OF 2025 DEPUTY MAYOR

1. OATH OF OFFICE 2025 DEPUTY MAYOR

Upon a motion by Committeeman Shawn Lipani, seconded by Committeeman Robert Britting, a motion to nominate Committeewoman Catherine Payne to Deputy Mayor was unanimously approved upon the call of the roll.

Mayor Ciccarelli declared Committeewoman Catherine Payne as Deputy Mayor for 2025.

Committeewoman Catherine Payne, accompanied by her family was sworn in by former Assemblyman Ciattarelli for the position of Deputy Mayor.

COMMENTS BY MAYOR

Mayor Ciccarelli welcomed everyone and thanked former Assemblyman Jack Ciattarelli for administering the oaths of office. Mayor Ciccarelli presented outgoing Mayor Britting with a commemorative gavel & plaque as a token of sincere appreciation for his service to the community. Mayor Ciccarelli declared he is truly honored & humbled to have been selected as Mayor. Mayor Ciccarelli offered congratulations to Deputy Mayor Payne and Committeeman Lipani. Mayor Ciccarelli thanked Mayor Britting for his accomplishments and award winning year and complimented the accomplishments of the Township Committee team in the past year and noted that he is committed to expanding the efforts while implementing improvements to bring benefits to the residents of Hillsborough putting Hillsborough first and protecting the values of the town. Mayor Ciccarelli thanked his family, residents, Police Department and employees of Hillsborough Township for their inspiration and support.

COMMENTS BY DEPUTY MAYOR

Deputy Mayor Catherine Payne thanked the team noting that it is important to give your time to something that is bigger than oneself. Deputy Mayor Payne complemented the work that has been done to revive the Hillsborough Veterans commission and will continue in 2025. Deputy Mayor Payne advised that in 2025 she will continue working with the County towards eliminating roadway water hazards in Hillsborough. Deputy Mayor Payne thanked her family for their unwavering support and wished everyone a great 2025.

COMMENTS BY COMMITTEE MEMBERS

Committeeman Britting thanked his family, residents of Hillsborough, Committeeman Lipani, the Hillsborough Republican organization and the legislative representatives in the room. Committeeman Britting promised to be

unapologetically honest. Committeeman Britting thanked the State of NJ for helping move the Route 206 project forward. Committeeman Britting further thanked the Police Department and recognized that public safety is at the forefront of this town. Committeeman Britting stated that he is excited to continue working towards the preservation of open space. Committeeman Britting congratulated Mayor Ciccarelli and Deputy Mayor Payne.

Committeewoman Hand thanked the employees of Hillsborough, the Police & Fire departments. Committeewoman Hand stated she will continue to advocate for affordability for residents by calling for fiscal accountability, reduced taxes and reduced debt, focusing on road safety, and protect open space.

Committeeman Lipani thanked his family, he thanked the people of the town and the employees. Committeeman Lipani stated he will continue to represent and be approachable. Committeeman stated that he is truly humbled to be elected for a third term. Lastly, Committeeman Lipani thanked everyone and asked that everyone keep in mind the lives that were affected by the tragic events of the last week.

CONSENT AGENDA

1. RESOLUTION ADOPTING THE RULES OF ORDER FOR 2025

BE IT RESOLVED that the Rules of Order as hereinafter set forth be adopted by the Township Committee of the Township of Hillsborough to govern proceedings of the Township Committee for the year 2025.

FIRST: Unless otherwise specified, regular meetings of the Township Committee of the Township of Hillsborough shall held at the Hillsborough Municipal Building on the second and fourth Tuesday of every month with the executive session portion of the meetings, where applicable, beginning at 6:30 P.M. and the public portion of the meetings beginning at 7:30 P.M.. Special meetings may be called at any time by the Mayor, or by two (2) Committee persons, on due and timely notice. The most recent edition of the Robert's Rules of Order shall apply, except when modified, or overridden by vote of the Township Committee.

SECOND: The Order of Business shall be:

1. Executive Session (when applicable)
2. Call of the Roll – Salute to the Flag – Announcement of Notice of Meetings
3. Approval of Minutes
4. Reports from Committee Liaisons, Receipt of Reports, Petitions or Communications
5. Proclamations/Presentations/Appointments
6. Resolutions
7. Public Hearings
8. Introduction of New Ordinances
9. Claims List
10. New Business
11. Public Comment on New Business and Matters Not on the Agenda
12. Adjournment

2. RESOLUTION AUTHORIZING THE 2025 COMMUNITY DEVELOPMENT COMMITTEE APPOINTMENTS

WHEREAS, in compliance with the directive from the Community Development Office in Somerset County, it is necessary to make appointments to the Community Development Committee for 2025; and

WHEREAS, it has been recommended to the Township Committee that Township Engineering Director, Thomas Belanger, and Township Clerk, PIO and Communications Director, Sarah Brake, be appointed as members to the 2025 Community Development Committee and that Township Administrator, Anthony Ferrera, and Health Officer,

Siobhan Spano, be appointed as Alternate Members.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Township Engineering Director, Thomas Belanger, and Township Clerk, PIO and Communications Director, Sarah Brake, be and hereby are appointed as members to the 2025 Community Development Committee and that Township Administrator, Anthony Ferrera, and Health Officer, Siobhan Spano, be appointed as Alternate Members.

3. RESOLUTION AUTHORIZING APPOINTMENTS OF TOWNSHIP OFFICERS AND OFFICIALS

Title	Name	Term Expiration
Certifying Agent	Alicia Noon	12/31/2025
PERS & PFRS	Alicia Noon	12/31/2025
Certifying Official	Sarah Brake	12/31/2025
To serve in the absence of Certifying Official	Anthony Ferrera	12/31/2025
Treasurer	Alicia Noon	12/31/2025
Deputy Treasurer	April Crossen	12/31/2025
Deputy Tax Collector	Dana Margelis	12/31/2025
Dog Tabulator	Siobhan Spano	12/31/2025
Fund Commissioner Central Jersey Joint Insurance Fund	Alicia Noon	12/31/2025
Fund Commissioner Southern Sklyand Regional Health Insurance Fund	Anthony Ferrera	12/31/2025
Municipal Improvement Search Official	April Crossen	12/31/2025
Municipal Improvement Tax Search Official	April Crossen	12/31/2025
Deputy Zoning Officials	David Kois	12/31/2025
	Zuzana Karas	12/31/2025
	Anthony Ferrera	12/31/2025
Paymaster and Social Security Administrator	April Crossen	12/31/2025
Police Department Chaplains	Msgr. Joseph Curry, Mary Mother of God Church	12/31/2025
	Rabbi David Katz, Temple Beth-El	12/31/2025

	Pastor Steve Eckert, South Branch Reformed Church	12/31/2025
	Rev. Timothy J. Wolf, New Horizon Christian Fellowship	12/31/2025
Police Department Matrons		
	Christine Struzienski	12/31/2025
Public Agency Compliance Officer		
	Dana Margelis	12/31/2025
School Crossing Guards		
	Gregory Staats	12/31/2025
	Kristi Jean Serio	12/31/2025
	Janet Cole (Substitute)	12/31/2025
ADA Director		
	Anthony Ferrera	12/31/2025
Human Resource Officer		
Primary	Anthony Ferrera	12/31/2025
Secondary	Yazmin Barrantes-Gamboa	12/31/2025
Affordable Housing Liaison		
	Marcella McLaughlin	12/31/2025

4. RESOLUTION AUTHORIZING APPOINTMENT OF MUNICIPAL COURT OFFICIALS

BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the following appointments shall be made for their respective terms, effective January 1, 2025, as listed:

Title	Name	Term Expiration
Primary Prosecutor	Christopher Bateman	12/31/2025
DUI Special Prosecutor	Joseph Tauriello	12/31/2025
Public Defender	Peter Cipparulo III	12/31/2025
DUI / Alternate Public Defender	Scott Mitzner	12/31/2025
Alternate Prosecutors	Brian Davis	12/31/2025
	Dominic DiYanni	12/31/2025
	John Donnadio	12/31/2025
	Philip George	12/31/2025
	Kevin Hewitt	12/31/2025
	Rachel Campbell	12/31/2025

BE IT FURTHER RESOLVED by the Township Committee of the Township of Hillsborough that the above mentioned appointments are inclusive of total compensation as set forth in the 2025 salary resolution, including First Appearances and to serve in the respective positions for the Townships of Hillsborough, Montgomery, Manville and Branchburg there shall be no further payment.

5. MAYORAL APPOINTMENTS (EXPIRED SEATS ONLY)

Environmental Commission

2	Eric Rosenthal	3 Year Term	12/31/2027
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3	Jason	Flagg	Unexpired Term	12/31/2026
4	Michael	Folli	3 Year Term	12/31/2027
5	Peg	Gladstone	3 Year Term	12/31/2027
6	Clarence	Burshnic	Unexpired Term	12/31/2025
Alt #1	Kris	Lockburner	2 Year Term	12/31/2026

Historic Preservation Commission

1	Timothy	Coyle, Sr.	4 Year Term	12/31/2028
3	Maria	Avolio	Unexpired Term	12/31/2026
7	Gregory	Gillette	4 Year Term	12/31/2028
Alt #1	Christopher	Higgins	2 Year Term	12/31/2026
Alt #2	Michael	LaMastro	Unexpired Term	12/31/2025

Planning Board

01 (Class I)	John	Ciccarelli	1 Year Term	12/31/2025
02 (Class II)	Robert	Wagner	1 Year Term	12/31/2025
06 (Class IV)	Jason	Flagg	Unexpired Term	12/31/2026
07 (Class IV)	Bruce	Radowitz	4 Year Term	12/31/2028
08 (Class IV)	Angelo	Vitale	Unexpired Term	12/31/2027
09 (Class IV)	Patricia	Smith	4 Year Term	12/31/2028
Alt #1	Raj	Deb	2 Year Term	12/31/2026
Alt #2	Jason	Smith	Unexpired Term	12/31/2025

Recreation And Parks Committee

1	Bill	Bochinski	5 Year Term	12/31/2029
2	Ron	Skobo	5 Year Term	12/31/2029
7	Tyrone	Jackson	Unexpired Term	12/31/2026
Alt #1	Jim	Ruh	5 Year Term	12/31/2029
Alt #2	Robert	Sica	5 Year Term	12/31/2029

Sign Review Committee

1	Anthony	Ferrera	1 Year Term	12/31/2025
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2	Tom	Shearer	1 Year Term	12/31/2025
3	Gregg	Wilke	1 Year Term	12/31/2025
4	Matthew	Gizzi	1 Year Term	12/31/2025
Alt #1	Nathan	Santaromita	1 Year Term	12/31/2025

6. MAYORAL APPOINTMENTS WITH THE CONSENT OF THE TOWNSHIP COMMITTEE (EXPIRED SEATS ONLY)

Board of Health

1	Corrine	Fender	4 Year Term	12/31/2028
2	Margo	Meyer	4 Year Term	12/31/2028
Alt #2	Dana	Boguszewski	2 Year Term	12/31/2026

Hillsborough-Millstone Municipal Alliance

1	Hillsborough Mayor or Appointee		1 Year Term	12/31/2025
2	Millstone Mayor or Appointee		1 Year Term	12/31/2025
3	Hillsborough Township Police Department		1 Year Term	12/31/2025
4	Senior Chapter A		1 Year Term	12/31/2025
5	Senior Chapter B		1 Year Term	12/31/2025
6	Melinda	Maggio	1 Year Term	12/31/2025
7	Gil	Pilarte	1 Year Term	12/31/2025
8	Pamela	Borek	1 Year Term	12/31/2025
9	Sarah	Brake	1 Year Term	12/31/2025
10	Rebecca	Grossman	1 Year Term	12/31/2025
11	Christina	Birch	1 Year Term	12/31/2025
12	Cierra	Eckhardt	1 Year Term	12/31/2025
13	Jill	Lerman	1 Year Term	12/31/2025
14	Rebecca	Balaguer	1 Year Term	12/31/2025
15	Liz	Griffett	1 Year Term	12/31/2025
16	Licia	Gaber-Baylis	1 Year Term	12/31/2025
17	Tim	Lockburner	1 Year Term	12/31/2025
18	Scott	Weber	1 Year Term	12/31/2025
19	Henry	Goodhue	1 Year Term	12/31/2025
20	Annette	Henderson	1 Year Term	12/31/2025
21	Philomena	Cellilli	1 Year Term	12/31/2025
22	TapInto	Hillsborough	1 Year Term	12/31/2025
23	Danielle	Santoro	1 Year Term	12/31/2025
24	Lisa	Grylls-White	1 Year Term	12/31/2025
25	Swati	Vakani	1 Year Term	12/31/2025
26	Kacey	Kowalchuk	1 Year Term	12/31/2025
27	Anita	Persaud	1 Year Term	12/31/2025
28	Sree	Lakkamraju	1 Year Term	12/31/2025

29	Samantha	Ball	1 Year Term	12/31/2025
30	Vivek	Rao	1 Year Term	12/31/2025
Youth Services Commission				
1	Joanne	Doyle	1 Year Term	12/31/2025
2	Sarah	Graham	1 Year Term	12/31/2025
3	David	Brown	1 Year Term	12/31/2025
4	Reverend	Timothy J. Wolf	1 Year Term	12/31/2025
5	Jennifer	Tuller	1 Year Term	12/31/2025
6	Tiffany	Westlake	1 Year Term	12/31/2025
7	Kiley	Tuller	1 Year Term	12/31/2025
8	Sree	Lakkamraju	1 Year Term	12/31/2025
9	Darius	Workman	1 Year Term	12/31/2025

7. TOWNSHIP COMMITTEE APPOINTMENTS (EXPIRED SEATS ONLY)

Board of Adjustment

1	Frank	Herbert	4 Year Term	12/31/2028
2	Tim	Lockburner	4 Year Term	12/31/2028
Alt #1	Robert	Movshin	Unexpired Term	12/31/2025
Alt #2	Mildred	Molina	2 Year Term	12/31/2026

Credit Card Advisory Committee

1	Leon	Jasina	1 Year Term	12/31/2025
2	Edward	Bertin	1 Year Term	12/31/2025
3	Pamela	Borek	1 Year Term	12/31/2025
4	Kathleen	Page	1 Year Term	12/31/2025
5	Marie	Avolio	1 Year Term	12/31/2025
6	Barbara	Merdinger	1 Year Term	12/31/2025
7	Cecilia	Rotz	1 Year Term	12/31/2025

Economic & Business Development Commission

5	Zuzana	Karas	4 Year Term	12/31/2028
6	Tito	Sharma	4 Year Term	12/31/2028

Ethical Standards Board

3	Abed	Medawar	5 Year Term	12/31/2029
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Library Advisory Board

1	Anthony	Ferrera	1 Year Term	12/31/2025
2	Library	Director	1 Year Term	12/31/2025
3	Sarah	Brake	1 Year Term	12/31/2025
4	Tricia	Marciano	1 Year Term	12/31/2025

Open Space Advisory Committee

1	Vivek	Rao	Unexpired Term	12/31/2025
5	Tom	Shearer	Unexpired Term	12/31/2026
6	Robert	Peason	Unexpired Term	12/31/2026
7	Fred	Gladstone	Unexpired Term	12/31/2026

8	Kevin	Sluka	3 Year Term	12/31/2027
Planning Board				
03 (Class III)	Shawn	Lipani	1 Year Term	12/31/2025
Sourland Municipal Alliance				
1	Sydney	Ciccarelli	1 Year Term	12/31/2025
Alt	Clarence	Burshnic	1 Year Term	12/31/2025
Sustainable Hillsborough Steering Committee				
1	Tito	Sharma	1 Year Term	12/31/2025
2	Dr. Chris	Obropta, Ph.D, PE	1 Year Term	12/31/2025
3	Kelly	Francisco	1 Year Term	12/31/2025
4	Robin	Vlami	1 Year Term	12/31/2025
5	Barbara	Porter	Unexpired Term	12/31/2025
Alt #1	Sabin	Amanullah	1 Year Term	12/31/2025
Alt #2	Claire	Liptak	1 Year Term	12/31/2025
Wastewater Management Planning Commission				
1	Pamela	Borek	1 Year Term	12/31/2025
2	Tom	Belanger	1 Year Term	12/31/2025
3	John	Ciccarelli	1 Year Term	12/31/2025
4	Carl	Suraci	1 Year Term	12/31/2025
5	David	Kois	1 Year Term	12/31/2025
6	Anthony	Ferrera	1 Year Term	12/31/2025
7	Pennoni	Associates	1 Year Term	12/31/2025
Wildlife Management Commission				
1	Clarence	Burshnic	3 Year Term	12/31/2027
2	Tom	Ross	3 Year Term	12/31/2027

8. TOWNSHIP COMMITTEE ASSIGNMENTS & LIAISON ASSIGNMENTS

	Liaison 1	Liaison 2
Health/Recreation/Parks/Public Welfare/Social Service/Dog Warden	Robert Britting	Catherine Payne
Planning/Zoning/Public Works/Engineering/Building	Shawn Lipani	Robert Britting
Public Safety/Courts/Ethics/Police/Fire/OEM	Catherine Payne	Shawn Lipani
Tax Assessor/Fiscal Operations/Taxes/Administration /Legal/Economic & Business Development/Information Technology	Robert Britting	Shawn Lipani

Agricultural Advisory Committee	Shawn Lipani	Robert Britting
Board of Adjustment	Shawn Lipani	Robert Britting
Board of Education	Robert Britting	Catherine Payne
Board of Fire Commissioners	Catherine Payne	Samantha Hand
Credit Card Advisory Committee	Samantha Hand	Shawn Lipani
Dog Warden	Samantha Hand	Shawn Lipani
DPW	Shawn Lipani	Robert Britting

EBDC	Shawn Lipani	Robert Britting
Environmental Commission	Shawn Lipani	Robert Britting
Ethical Standards Board	Robert Britting	Shawn Lipani
Finance / CFO & Tax	Shawn Lipani	Catherine Payne
Health	Samantha Hand	Shawn Lipani
Hillsborough-Millstone Municipal Alliance	Robert Britting	Catherine Payne
Historic Preservation Commission	Samantha Hand	Shawn Lipani
Interfaith Community	Catherine Payne	Robert Britting
Legal	Robert Britting	Shawn Lipani
Library Advisory	Samantha Hand	Robert Britting
Municipal Utilities Authority	Shawn Lipani	Robert Britting
OEM	Catherine Payne	Shawn Lipani
Open Space Advisory Committee	Catherine Payne	Robert Britting
Personnel Committee	Robert Britting	Shawn Lipani
Planning Board	Shawn Lipani	Robert Britting
Police	Catherine Payne	Robert Britting
Public Information Office	Robert Britting	Shawn Lipani
Recreation And Parks Commission	Robert Britting	Catherine Payne
Sign Review Committee	Samantha Hand	Robert Britting
Social Services	Robert Britting	Catherine Payne
Sourland Municipal Alliance	Samantha Hand	Robert Britting
Sustainable Hillsborough	Catherine Payne	Robert Britting
Technology	Catherine Payne	Shawn Lipani
Veterans	Catherine Payne	Shawn Lipani
Wildlife Management Commission	Samantha Hand	Robert Britting
Youth Services Commission	Robert Britting	Catherine Payne

9. RESOLUTION AUTHORIZING THE APPOINTMENT OF VARIOUS PROFESSIONAL SERVICE AND OTHER SERVICE PROVIDERS AND THE EXECUTION OF PROFESSIONAL SERVICES CONTRACTS AND OTHER CONTRACTS, IN ACCORDANCE WITH THE FAIR AND OPEN SELECTION PROCESS, N.J.S.A. 19:44A-20.4-5 ET. SEQ., FOR THE YEAR 2025

WHEREAS, there exists a need for various Professional Service Providers for the year 2025; and

WHEREAS, based upon the recommendation of the Evaluation Committee consisting of the Township Mayor, Finance Committee Chair and Township Administrator, and as a result of the Fair and Open Selection Process, the Township Committee wishes to appoint the hereinafter specified professional service providers to the said listed positions with the following financial stipulations where applicable:

- William Willard of the firm DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C., 15 Mountain Boulevard, Warren, NJ, as Township Attorney for the year 2025, not to exceed \$75,000.00; and
- Richard P. Flaum of the firm DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C., 15 Mountain Boulevard, Warren, NJ, as Labor Attorney for the year 2025, not to exceed \$75,000.00; and
- McManimon Scotland Baumann, 75 Livingston Avenue, Roseland, NJ, as Bond Counsel for the year 2025, not to exceed \$10,000.00; and
- Suplee, Clooney & Company, 308 East Broad Street, Westfield, NJ, as Municipal Auditor, not to exceed \$86,725.00 for the 2025 audit and \$17,975.00 for 2025 financial reporting services; and
- Pennoni Associates, Inc., 24 Commerce Street, Newark, NJ, as Consulting Township Engineer & Planning Consultant for the year 2025, not to exceed \$75,000.00; and

- CME Associates, 3141 Bordentown Avenue, Parlin, NJ, as Alternate Consulting Township Engineer & Planning Consultant for the year 2025, not to exceed \$5,000.00; and
- Prestige Environmental Inc, 220 Davidson Avenue, Somerset, NJ, as Alternate Consulting Township Engineer & Planning Consultant for the year 2025, not to exceed \$5,000.00; and
- Cornerstone Architectural Group, LLC, 202 Hamilton Blvd., South Plainfield, NJ, as Township Architect for the year 2025, not to exceed \$5,000.00; and
- NW Financial Group, LLC, 2 Hudson Place, Hoboken, NJ, as Financial Advisor for the year 2025, not to exceed \$10,000.00; and
- Eric M. Bernstein of the firm Eric M. Bernstein & Associates L.L.C., 34 Mountain Boulevard, Building A, Warren, NJ, as Special Counsel for Affordable Housing Matters for the year 2025, not to exceed \$50,000.00; and
- Pennoni Associates, Inc. 24 Commerce Street, Newark, NJ, to provide Engineering Inspection Services for the year 2025, not to exceed \$2,000.00; and
- World Insurance Associates, 301 S. Livingston Ave. #100, Livingston, NJ, to provide Risk Management Services through the Central Jersey Joint Insurance Fund and Health Benefits Consultant, for the year 2025, not to exceed \$41,200.00 for the Health Benefits Consultant; and
- CME Associates, 3141 Bordentown Avenue, Parlin, NJ, as Affordable Housing Administrative Agent for the year 2025, not to exceed \$50,000.00 ; and
- Jennifer Beahm of the firm Leon S. Avakian, Inc., 788 Wayside Road, Neptune, NJ, as Professional Planning Consultant for the Affordable Housing Plan for the year 2025, not to exceed \$20,000.00; and
- Penn Medicine, 1000 Herrontown Road, Princeton, NJ, to provide the Employee Assistance Program for the year 2025, not to exceed \$5,000.00; and

WHEREAS, funds will be available and certified by the Chief Financial Officer in the 2025 Municipal Budget and/or Trust Funds.

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 Mayor and Township Clerk are hereby authorized to execute Professional Services Contracts and other service contracts as noted, with the aforementioned individuals in the “not to exceed” amounts indicated for the year 2025.
2. The Professional Service contracts are awarded through the Fair and Open Selection Process as “Professional Services” in accordance with N.J.S.A. 40A:11-5(1)a of the Local Public Contracts Law and the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4-5 et. seq., because these services will be performed by persons authorized by law to practice a recognized profession whose practice is regulated by law, the performance of which service requires knowledge of an advance type in a field of learning acquired by a prolonged formal course of specialized instructions as distinguished from general academic instruction or apprenticeship and training.
3. The Mayor and Township Clerk are hereby authorized to execute the Township’s standard form of agreement for “Professional Services” and any modifications thereto and related constituent documents as may be found acceptable by the Township Committee.
4. A notice of the Professional Service appointments/contract awards shall be printed once in one of the official Township newspapers.

10. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO FUERZA STRATEGY GROUP FOR VIDEO SERVICES FOR 2025

WHEREAS, Township is in need of video services for the period January 1, 2025 through December 31, 2025; and

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

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

Fuerza Strategy Group	\$26,000.00
23DB Productions, LLC	\$ 261,170.00
World Live, Inc	\$ 131,000

WHEREAS, the Municipal Clerk/Public Information Officer and Qualified Purchasing Agent recommend the award of a contract to Fuerza Strategy Group in an amount not to exceed \$26,000.00 for video services for the period January 1, 2025 through December 31, 2025; and

WHEREAS, the Chief Financial Officer certifies there will be sufficient funds available in the 2025 Municipal budget

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 Fuerza Strategy Group in an amount not to exceed \$26,000.00 for video services for the period January 1, 2025 through December 31, 2025.

11. RESOLUTION AUTHORIZING THE ADOPTION OF THE CASH MANAGEMENT PLAN FOR THE YEAR 2025

WHEREAS, the Local Fiscal Affairs Law, N.J.S.A. 40A:5-1, et seq., requires municipalities adopt a Cash Management Plan which is designed to assure, to the extent practical, investment of local funds in interest-bearing accounts and other permitted investments; and

WHEREAS, the Cash Management Plan must include:

1. The designation of a public depository or depositories.
2. The authorization for investments as permitted by applicable laws.
3. The annual submission of the Cash Management Plan to the governing body is approved by a majority vote of the governing body.
4. An annual audit of the Cash Management Plan.
5. That when an investment is in bonds which mature in more than one year, a determination that the maturity approximates the prospective time when such funds are needed.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the attached Cash Management Plan is hereby adopted for the year 2025.

12. RESOLUTION AUTHORIZING THE 2025 DEPOSITORIES AND DISBURSEMENTS

WHEREAS, N.J.S.A. 40A:5-14 requires the governing body of a Municipal Corporation to approve annually by majority vote of the governing body the designation of a depository of its monies in a bank or trust company having its place of business in the State and organized under the laws of the United States or this State.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the following federally secured banks in the State of New Jersey be and are hereby designated as depositories for the Township of Hillsborough for the year 2025:

Kearny Federal Savings Bank

Fulton Bank Sovereign Bank

Bank of America

Provident Bank
 Peapack-Gladstone Bank
 Chase Bank
 TD Bank, N.A.

Hudson United Bank
 Financial Resources
 PNC Bank
 Amboy Bank

Valley National Bank
 Wells Fargo
 Affinity FCU

Prior to the deposit of any municipal funds in the above mentioned depositories, said bank shall file with the Chief Financial Officer a statement indicating that the bank is covered under the Government Units Deposit Protection Act 9 R.S. 17: 9-41.

BE IT FURTHER RESOLVED by the Township Committee of the Township of Hillsborough that the various municipal accounts will be deposited in the banks listed above and the Custodian for the below listed accounts shall be the Chief Financial Officer, unless otherwise listed:

Current
 COBRA
 Recreation
 Miscellaneous Trust
 Dog License
 Self Insurance
 Riverview Assessment Trust
 Claremont Assessment Trust
 Sanitary Sewer Assessment Trust

General Capital
 Escrow
 Sub Division Trust
 Payroll
 Open Space
 Public Assistance Trust (PATF)
 Health Benefits
 Flexible Spending
 Grant Accounts

Expert Witnessing
 Special Police Escrow
 Governmental Grant
 Off-site Escrow
 Law Enforcement
 Mountainview Assessment Trust
 Payroll Agency
 Federal Forfeiture

Other Accounts

Tax Collector's Redemption Account
 Municipal Court Bail Account
 Municipal Court General Account

Custodian

Tax Collector
 Court Administrator
 Court Administrator

Signatures Required for Payroll Account shall be: Chief Finance Officer or Municipal Clerk

Signatures Required for Tax Collector's Redemption Account shall be: Chief Finance Officer or Tax Collector

Signatures Required for the Municipal Court Bail Account (3) and Municipal Court General Account (3) shall be: Court Administrator or Deputy Court Administrator or Municipal Magistrate

BE IT FURTHER RESOLVED by the Township Committee of the Township of Hillsborough that for the following disbursement accounts shall be as follows: Mayor or Deputy Mayor, Municipal Clerk and Chief Finance Officer:

Current
 COBRA
 Recreation
 Miscellaneous Trust
 Dog License
 Self Insurance
 Riverview Assessment Trust

General Capital
 Escrow
 Sub Division Trust
 Payroll
 Open Space
 Public Assistance Trust (PATF)
 Health Benefits

Expert Witnessing
 Special Police Escrow
 Governmental Grant
 Off-site Escrow
 Law Enforcement
 Mountainview Assessment Trust
 Payroll Agency

Claremont Assessment Trust
Sanitary Sewer Assessment Trust

Flexible Spending
Grant Accounts

Federal Forfeiture

13. RESOLUTION AUTHORIZING COLLECTION OF INTEREST FOR NONPAYMENT OF TAXES, ASSESSMENTS AND OTHER MUNICIPAL LIENS OR CHARGES AND IMPOSITION OF YEAR END DELINQUENCY PENALTY

WHEREAS, N.J.S.A. 54:4-67 authorizes the governing body to fix the rate of interest for the nonpayment of taxes, assessments and other municipal liens or charges and impose a year end delinquency penalty.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) interest shall accrue and be charged on delinquent taxes, assessments and other municipal liens or charges at the rate of 8% per annum on the first \$1,500 and 18% per annum on any amount in excess of \$1,500; (2) no interest shall be charged if payment of any installment is made within the 10th calendar day following the day upon which same became payable; (3) a penalty shall accrue and be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year and such penalty shall be 6% of the amount of the delinquency; and (4) in any case where the taxes, assessments and other municipal liens or charges are not paid during the respective extended periods, the full interest rate from the due date shall apply.

14. RESOLUTION AUTHORIZING THE TAX COLLECTOR TO ENTER INTO INSTALLMENT PAYMENT PLANS TO SATISFY DELINQUENCIES

WHEREAS, N.J.S.A. 54:5-19, et. seq., authorizes a municipality to establish installment plans for the payment of delinquent taxes, assessments and other municipal liens and charges; and

WHEREAS, the Township Committee wishes to provide the Tax Collector with authority to enter into installment plans for the payment of delinquent taxes, assessments and other municipal liens and charges with those taxpayers demonstrating personal hardships and requesting relief from tax sale.

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 Tax Collector is authorized to enter into installment plans for the payment of delinquent taxes, assessments and other municipal liens and charges with those taxpayers demonstrating personal hardships and requesting relief from tax sale; (2) the installment plans shall be large enough to pay in full all delinquent taxes, assessments and other municipal liens and charges within three years; and (3) the installment plans shall be subject to and in accordance with the requirements of N.J.S.A. 54:5-19, et. seq.

15. RESOLUTION AUTHORIZING THE TOWNSHIP TAX APPEAL ATTORNEY IN CONSULTATION WITH THE TAX ASSESSOR TO TAKE ACTIONS DEEMED APPROPRIATE AND IN THE BEST INTERESTS OF THE TOWNSHIP OF HILLSBOROUGH PERTAINING TO TAX APPEALS

WHEREAS, due to the nature and time constraints of the County Tax Board Appeal process, the Township Committee finds it to be in the best interests of the Township to authorize the Township Tax Appeal Attorney in consultation with the Tax Assessor to file with the Somerset County Tax Board all pleadings and counterclaims deemed appropriate and in the best interests of the Township and to revise and correct assessments and settle tax appeals on behalf of the Township as deemed appropriate; and

WHEREAS, due to the nature and time constraints of the pleading process at the State of New Jersey Tax Court, the Township Committee further finds it to be in the best interests of the Township to authorize the Township Tax Appeal Attorney in consultation with the Tax Assessor to file with the State of New Jersey Tax Court all pleadings

and counterclaims deemed appropriate and in the best interests of the Township and take such actions in the litigation as deemed appropriate.

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 Tax Appeal Attorney, in consultation with the Tax Assessor, is hereby authorized to file with the Somerset County Tax Board all pleadings and counterclaims deemed appropriate and in the best interests of the Township and to revise and correct assessments and settle tax appeals on behalf of the Township as deemed appropriate; (2) the Township Tax Appeal Attorney, in consultation with the Tax Assessor, is hereby authorized to file with the State of New Jersey Tax Court all pleadings and counterclaims deemed appropriate and in the best interests of the Township and take such actions in the litigation as deemed appropriate; and (3) the Township Committee hereby expressly ratifies and confirms the filing of all such pleadings and counterclaims and the actions taken by the Township Tax Appeal Attorney in consultation with the Tax Assessor prior to adoption of this Resolution in the litigation of tax appeals on behalf of the Township.

16. AUTHORIZING THE REORGANIZATION MEETING OF 2026

BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Reorganization Meeting of the Township of Hillsborough for the year 2026 shall be held at the Hillsborough Township Municipal Building, 379 South Branch Road, Hillsborough, New Jersey, on Tuesday, January 6, 2026, at 7:00 P.M.

17. RESOLUTION AUTHORIZING THE 2025 TOWNSHIP COMMITTEE MEETING SCHEDULE

BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, on those occasions wherein Executive Session matters will be discussed, the Executive Session of the Township Committee meetings will begin at 6:30 p.m. or as otherwise noted below in Conference Room A. The Public Session of the Township Committee meetings will begin at 7:30 pm or as otherwise noted below, and that the regular public meetings of the Township Committee for the year 2025 shall be held at the Hillsborough Township Municipal Building Courtroom, 379 South Branch Road, Hillsborough, New Jersey, in accordance with the schedule set forth below, unless otherwise noted:

2025 TOWNSHIP COMMITTEE MEETINGS 7:30 P.M. – Regular Meetings at the Hillsborough Municipal Complex (TUESDAYS) Unless Otherwise Noted

Meeting Date	Executive Session	Public Session
January 14	6:30 PM	7:30 PM
January 28	6:30 PM	7:30 PM
February 11	6:30 PM	7:30 PM
February 25	6:30 PM	7:30 PM
March 11	6:30 PM	7:30 PM
March 25	6:30 PM	7:30 PM
April 8	6:30 PM	7:30 PM
April 22	6:30 PM	7:30 PM
May 13	6:30 PM	7:30 PM
May 27	6:30 PM	7:30 PM
June 10	6:30 PM	7:30 PM
July 8	6:30 PM	7:30 PM
August 12	6:30 PM	7:30 PM
September 9	6:30 PM	7:30 PM
September 23	6:30 PM	7:30 PM

October 14	6:30 PM	7:30 PM
November 11	6:30 PM	7:30 PM
December 9	6:30 PM	7:30 PM
December 22* Monday	4:00 PM	5:00 PM

Unless otherwise notified or stated, in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., the meetings of the Township Committee will be open to the public for in person attendance and participation at the Hillsborough Municipal Building Courtroom, 379 South Branch Road, Hillsborough, New Jersey, according to the schedule set forth above. A copy of this Resolution shall:

- Be posted on the Bulletin Board at the Municipal Building and shall remain posted for the year.
- Be distributed to the following newspapers: The Hillsborough Beacon, The Courier News, Hillsborough Patch and TapInto Hillsborough.
- Filed with the Township Clerk.
- Mailed to those persons who have requested such and paid the charges for copies of the schedule and revisions thereto and shall be promptly mailed to those persons who hereinafter make such request and prepay such charge in the amount of \$20.00

18. RESOLUTION DESIGNATING 2025 OFFICIAL NEWSPAPERS

WHEREAS, N.J.S.A. 10:4-8(d) of the Open Public Meetings Act requires notice of meetings be submitted to at least two newspapers which newspapers shall be designated by the public body to receive such notices because they have the greatest likelihood of informing the public within the area of jurisdiction of the public body of such meetings, one of which shall be the official newspaper of the municipality; and

WHEREAS, the Township Committee of the Township of Hillsborough has determined that the Courier News and Hillsborough Beacon have the greatest likelihood of informing the public within the jurisdictional boundaries of Hillsborough Township of such meetings; and

WHEREAS, the Hillsborough Patch and TapInto Hillsborough shall be the official electronic newspapers for the Township of Hillsborough.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Courier News and Hillsborough Beacon are hereby designated as the official newspapers of this body during 2025 as required by N.J.S.A. 10:4-18 and N.J.S.A. 10:4-8(d)(2) of the Open Public Meetings Act and the Hillsborough Patch and TapInto Hillsborough shall be the official electronic newspapers.

19. RESOLUTION ADOPTING THE 2025 TEMPORARY BUDGET

WHEREAS, in accordance with N.J.S.A. 40A:4-19 there is a need to adopt a 2025 Temporary Budget for contracts, commitments or payments prior to the adoption of the 2025 Budget; and

WHEREAS, the amount of said temporary budget shall not exceed \$8,924,926.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the below 2025 Temporary Budget is adopted in the amount of \$8,924,926.00 and that a certified copy of this Resolution be given to the Chief Finance Officer for her records:

Account	Description	Amount
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01-201-20-701-100	Administration Salary & Wage	\$ 65,479.00
01-201-20-701-200	Administration OE	\$ 4,750.00
01-201-20-702-100	Mayor & Committee Salary & Wage	\$ 9,625.00
01-201-20-702-200	Mayor & Committee OE	\$ 2,085.00
01-201-20-703-100	Clerk Salary & Wage	\$ 77,230.00
01-201-20-703-200	Clerk OE	\$ 15,288.00
01-201-20-705-100	Finance Salary & Wage	\$ 67,505.00
01-201-20-705-200	Finance OE	\$ 4,000.00
01-201-20-707-100	HR Salary & Wage	\$ 23,062.00
01-201-20-707-200	HR OE	\$ 5,000.00
01-201-20-708-100	Tax Collector Salary & Wage	\$ 34,318.00
01-201-20-708-200	Tax Collector OE	\$ 6,000.00
01-201-20-709-100	IT Salary & Wage	\$ 52,921.00
01-201-20-709-200	IT OE	\$ 20,000.00
01-201-20-710-100	Tax Assessor Salary & Wage	\$ 85,860.00
01-201-20-710-200	Tax Assessor OE	\$ 6,500.00
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	\$ 25,000.00
01-201-20-714-200	Legal Outside OE	\$ 15,000.00
01-201-20-715-100	Engineering Salary & Wage	\$ 115,195.00
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	\$ 29,778.00
01-201-20-722-200	EBDC OE	\$ 1,000.00
01-201-21-720-100	Planning & Zoning Salary & Wage	\$ 105,450.00
01-201-21-720-200	Planning OE	\$ 26,750.00
01-201-22-725-100	Construction Salary & Wage	\$ 324,130.00
01-201-22-725-200	Construction OE	\$ 9,000.00
01-201-23-731-200	Other Insurance OE	\$ 505,000.00
01-201-23-733-200	Group Insurance OE	\$ 1,030,000.00

01-201-23-734-200	Unemployment Comp OE	\$ 30,000.00
01-201-25-745-100	Police Salary & Wage	\$ 2,500,000.00
01-201-25-745-200	Police OE	\$ 180,000.00
01-201-25-747-100	OEM Salary & Wage	\$ 19,970.00
01-201-25-747-200	OEM OE	\$ 7,800.00
01-201-25-757-100	Municipal Prosecutor Salary & Wage	\$ 70,002.00
01-201-26-764-100	DPW Salary & Wage	\$ 476,690.00
01-201-26-764-200	DPW OE	\$ 93,250.00
01-201-26-767-100	DPW Motor Vehicle Salary & Wage	\$ 60,155.00
01-201-26-767-200	DPW Motor Vehicle OE	\$ 44,960.00
01-201-26-768-100	DPW Stormwater Salary & Wage	\$ 24,294.00
01-201-26-768-200	DPW Stormwater OE	\$ 4,000.00
01-201-26-769-100	DPW Snow Removal Salary & Wage	\$ 45,000.00
01-201-26-769-200	DPW Snow Removal OE	\$ 100,000.00
01-201-26-772-200	Buildings & Grounds OE	\$ 90,000.00
01-201-26-774-200	Recycling OE	\$ 111,000.00
01-201-26-775-200	Annual Cleanup OE	\$ 10,000.00
01-201-27-345-100	Social Services Salary & Wage	\$ 79,115.00
01-201-27-345-200	Social Services OE	\$ 7,000.00
01-201-27-785-100	Board of Health Salary & Wage	\$ 128,605.00
01-201-27-785-200	Board of Health OE	\$ 17,500.00
01-201-27-789-200	Wildlife Management	\$ 3,000.00
01-201-28-795-100	Recreation Salary & Wage	\$ 33,200.00
01-201-28-795-200	Recreation OE	\$ 1,000.00
01-201-28-796-100	Parks Salary & Wage	\$ 210,500.00
01-201-28-796-200	Parks OE	\$ 61,750.00
01-201-30-797-200	Celebration of Public Events	\$ 15,000.00
01-201-31-824-000	Fire Hydrants	\$ 231,000.00
01-201-31-825-000	Electric	\$ 417,995.00
01-201-31-828-000	Water	\$ 24,000.00
01-201-31-829-000	Heating Fuels	\$ 2,000.00

01-201-31-832-000	Sewer	\$ 1,200.00
01-201-31-833-000	Gas & Diesel	\$ 78,750.00
01-201-31-836-200	Cell Phones	\$ 5,000.00
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	\$ 5,500.00
01-201-42-705-100	Finance Shared Services Salary & Wages	\$ 9,000.00
01-201-42-855-100	Municipal Court Salary & Wage	\$ 157,000.00
01-201-42-855-200	Municipal Court OE	\$ 5,500.00
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	\$ 25,000.00
	Total Temporary Appropriations	\$ 8,924,926.00

Upon a motion by Deputy Mayor Catherine Payne, seconded by Committeeman Shawn Lipani, items 1 - 8 and 10-19 of the consent agenda were unanimously approved upon the call of the roll.

Upon a motion by Deputy Mayor Catherine Payne, seconded by Committeeman Shawn Lipani, to take items 9 of the consent agenda out of order was unanimously approved upon the call of the roll.

Committeewoman Hand discussed the possibility of considering a different Municipal Auditor.

Committeeman Lipani explained the procurement law of fair and open practice for contract bidding.

Upon a motion by Committeeman Lipani, seconded by Deputy Mayor Catherine Payne, item 9 of the consent agenda was approved by vote upon the call of the roll. Committeewoman Hand voted no.

COMMENTS FROM THE PUBLIC

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.

Licia Gaber-Baylis, 242 Chandler Court, Hillsborough, announced dates, time and location for upcoming public meetings will be held to support and advocate for school funding systems. She noted that the state is considering changes to the school funding reform act.

David Brook, 7 Winding Way, Hillsborough, commented on the following items: encouraging public participation, agendas, bonding.

ADJOURNMENT

Mayor Ciccarelli thanked everyone for coming to the meeting. This concludes the 2025 Reorganization meeting. The next regular meeting of the Hillsborough Township Committee will be January 9, 2025 at 7:30 p.m.

Upon a motion by Committeeman Shawn Lipani, seconded by Deputy Mayor Catherine Payne, the meeting duly adjourned at 8:07 pm. Said motion was unanimously carried upon voice vote.

Attested:

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

Sarah Brake
Township Clerk