

Minutes of the 2026 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 6, 2026.

## **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 6, 2026**

Township Clerk Sarah Brake stated: Please be advised that in accordance with Section 5 of the Open Public Meetings Act, Chapter 231, of the Public Laws of 1975, 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 Tuesday, 7:00pm on January 6, 2026.

Township Clerk Brake stated she would preside over the reorganization meeting until the members of the Township Committee select a Mayor.

## **PRESENTATION OF COLORS AND SALUTE TO THE FLAG**

### **1. HILLSBOROUGH GIRL SCOUTS SERVICE UNIT 72**

Presenting the colors are the following Girl Scouts from Service Unit 72: Olivia Woerner, Juliane Valeo, and Abigail Lombardi. The Scouts are escorted by Police Lieutenant Chris Englehardt.

## **INVOCATION**

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

Reverend Timothy Wolf delivered the invocation.

## **CERTIFICATION OF ELECTION RESULTS**

### **1. CLERK ANNOUNCES CERTIFICATION OF THE NOVEMBER 4, 2025 GENERAL ELECTION RESULTS**

Township Clerk Sarah Brake acknowledged the following special guests, both former and current elected officials and thanked them for their support of Hillsborough Township: Senator Andrew Zwicker, Somerset County Commissioner Paul Drake, Somerset County Commissioner Sara Sooy, Somerset County Surrogate Tina Jalloh, Former Freeholder and Mayor Ken Scherer, Former Mayor Anthony Ferrera, Former Mayor Bob Wagner, Former Mayor Carl Suraci, Former Mayor Gloria McCauley-Cartmell, Former Deputy Mayor Chris Venis, Former Committeeman Jeffrey Wright, and Clinton Town Council Ros Trophagen. Also Assemblyman Freiman and Somerset County Sheriff Darren Russo.

Township Clerk Brake apologized if she inadvertently missed anyone and asked those to raise their hand or stand so that she could acknowledge them as well.

Township Clerk Brake stated: "It is now my honor to announce the results of the November 4, 2025 General Election certified by Somerset County Clerk Steve Peter, electing Jill Gomez to the Hillsborough Township Committee, beginning for a three-year term ending on December 31, 2028. Congratulations Committeewoman."

**OATH OF OFFICE TO ELECTED COMMITTEE MEMBERS**

Senator Andrew Zwicker swore in Committeewoman Jill Gomez, accompanied by her family.

**ELECTION OF 2026 MAYOR**

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

**1. OATH OF OFFICE 2026 MAYOR**

Former Mayor Gloria McCauley- Cartmell swore in Mayor Catherine Payne accompanied by her family.

**ELECTION OF 2026 DEPUTY MAYOR**

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

**1. OATH OF OFFICE 2026 DEPUTY MAYOR**

Former Freeholder and Mayor Ken Scherer swore in Deputy Mayor Shawn Lipani accompanied by his wife, Tara.

**COMMENTS BY THE MAYOR**

Mayor Payne thanked Gloria McCauley-Cartmell for swearing her in and welcomed Committeewoman Gomez to the dais. She thanked the team for their support and making her Mayor. Mayor Payne stated she looks forward to streamlining meetings, ensure a consistent process for sharing monthly feedback from department leads with liaisons and to unite those voices for the benefit of all residents. Mayor Payne relayed her commitment to fairness, transparency, and doing what is right for Hillsborough. Looking ahead the Mayor advised that she will work with Somerset County to improve the coordination, availability, and communication of existing county services for Hillsborough residents. She stated she is eager to see the DPW and Police Department building repairs completed, will continue to partner with NJDOT to move Route 206 toward completion, address long standing construction impacts, and foster new growth from businesses impacted. Mayor Payne thanked the residents for allowing her to serve this great town.

Mayor Payne then invited Kevin Murphy, the founder of The Art Academy up to the front. The Mayor advised that for years Kevin and his students have donated their talents to create the portraits seen throughout the Municipal Building. Tonight the portraits of the Mayor and Jill Gomez will be unveiled and added to the collection.

**COMMENTS BY THE DEPUTY MAYOR**

Deputy Mayor Lipani thanked his wife for allowing him to do this. He thanked all the volunteers that serve on the boards and commissions. Deputy Mayor Lipani stated the town runs by the people who work here and thanked them for coming to the meeting on their personal time. Lastly Deputy Mayor Lipani thanked the residents of the town. He stated everyone on the dais is here to make Hillsborough a great place to live. Deputy Mayor Lipani acknowledged Former Mayors Suraci and McCauley-Cartmell for creating the open space program. Hillsborough

now has 41% preserved land and is on the cusp of acquiring the single largest parcel of land, 450 square acres, to add to the open space preserved land program.

## COMMENTS BY THE COMMITTEE MEMBERS

Committeeman Britting welcomed everyone and stated there is much to do in 2026 including pressuring the state to complete Route 206, working with the county, supporting the police, continuing to preserve land, fixing roads, protecting from overdevelopment, and to maintain transparency. Committeeman Britting thanked his wife and children.

Committeewoman Gomez stated she is honored to be elected and thanked her husband, daughter and extended family. She thanked Senator Zwicker for swearing her in and Committeewoman Hand for her mentorship. Committeewoman Gomez stated she looks forward to working with the committee and always putting the people of Hillsborough above politics. Lastly, she thanked the people of Hillsborough and stated she would be in service to everyone.

Committeewoman Hand stated she is thankful to continue to serve the community and thanked her family and friends. She congratulated Committeewoman Gomez and stated she looks forward to working with the committee. Committeewoman Hand stated residents deserve transparency, early involvement, and meaningful opportunities to decide how dollars are spent in the budget. Committeewoman Hand supports thoughtful ratables and growth should support the community and be well planned for the long term.

## CONSENT AGENDA

### 1. RESOLUTION ADOPTING THE RULES OF ORDER FOR 2026

**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 2026.

**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. Resolutions
6. Public Hearings
7. Introduction of New Ordinances
8. Claims List
9. New Business
10. Proclamations/Presentations/Appointments
11. Public Comment on New Business and Matters Not on the Agenda

## 12. Adjournment

**2. RESOLUTION DESIGNATING 2026 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; and

**WHEREAS**, pursuant to N.J.S.A. 35:3-2a, after March 1, 2026, whenever a public entity is required by law or by order or rule of any court to publish or advertise a legal notice, the public entity shall publish or advertise the legal notice on the public entity's official internet website; and

**WHEREAS**, legal notices of the Township of Hillsborough shall be published on the Township's website at <https://www.hillsboroughnj.gov>.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) the Courier News and Hillsborough Beacon are hereby designated as the official newspapers of this body during 2026 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; and (2) pursuant to N.J.S.A. 35:3-2a, the complete text of each legal notice of the Township of Hillsborough including the Boards, Commissions and the like shall be published on the Township's official internet website at <https://www.hillsboroughnj.gov> no later than March 1, 2026.

**3. RESOLUTION AUTHORIZING THE 2026 TOWNSHIP COMMITTEE MEETING SCHEDULE**

**BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that meetings of the Hillsborough Township Committee will be held in accordance with the schedule set forth below at the Hillsborough Township Municipal Building located at 379 South Branch Road, Hillsborough, New Jersey. On those occasions wherein Executive Session matters will be discussed, the Township Committee meetings will commence at 6:30 p.m. in Conference Room A of the Hillsborough Township Municipal Building wherein, following adoption of a Resolution authorizing Executive Session, the members of the public will be excluded from the Executive Session portion of the meeting with the Public Session of the meeting to commence at 7:30 p.m. in the Courtroom of the Hillsborough Township Municipal Building. On those occasions wherein there are no Executive Session matters to be discussed, the Township Committee meetings will commence at 7:30 p.m. in the Courtroom of the Hillsborough Township Municipal Building.

**2026 TOWNSHIP COMMITTEE MEETINGS**

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

<b>Meeting Date</b>	<b>Executive Session</b>	<b>Public Session</b>
January 27	6:30 PM	7:30 PM
February 10	6:30 PM	7:30 PM
February 24	6:30 PM	7:30 PM

March 10	6:30 PM	7:30 PM
March 24	6:30 PM	7:30 PM
April 28	6:30 PM	7:30 PM
May 12	6:30 PM	7:30 PM
May 26	6:30 PM	7:30 PM
June 9	6:30 PM	7:30 PM
June 23	6:30 PM	7:30 PM
July 28	6:30 PM	7:30 PM
August 25	6:30 PM	7:30 PM
September 8	6:30 PM	7:30 PM
September 22	6:30 PM	7:30 PM
October 13	6:30 PM	7:30 PM
October 27	6:30 PM	7:30 PM
November 24	6:30 PM	7:30 PM
December 15	6:30 PM	7:30 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

#### **4. RESOLUTION AUTHORIZING THE REORGANIZATION MEETING OF 2027**

**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 2027 shall be held at the Hillsborough Township Municipal Building, 379 South Branch Road, Hillsborough, New Jersey, on Tuesday, January 5, 2027, at 7:00 P.M.

#### **5. RESOLUTION AUTHORIZING THE 2026 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 2026; and

**WHEREAS**, it has been recommended to the Township Committee that Township Engineering Director, Thomas Belanger, and Township Clerk/Public Information Officer, Sarah Brake, be appointed as members to the 2026 Community Development Committee and that Township Administrator, Anthony Ferrera, and Director of OEM & Social Services, Robert Wagner, 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/Public Information Officer, Sarah Brake, are hereby appointed as members to the 2026 Community

Development Committee and that Township Administrator, Anthony Ferrera, and Director of OEM & Social Services, Robert Wagner, are hereby appointed as Alternate Members.

## 6. RESOLUTION AUTHORIZING APPOINTMENTS OF TOWNSHIP OFFICERS AND OFFICIALS

<b>Title</b>	<b>Name</b>	<b>Term Expiration</b>
<b>Certifying Agent</b>		
	Christiaan Bushell	12/31/2026
<b>PERS &amp; PFRS</b>		
	Christiaan Bushell	12/31/2026
<b>Certifying Official</b>		
	Sarah Brake	12/31/2026
<b>To serve in the absence of Certifying Official</b>		
	Anthony Ferrera	12/31/2026
<b>Treasurer</b>		
	Christiaan Bushell	12/31/2026
<b>Deputy Treasurer</b>		
	April Crossen	12/31/2026
<b>Deputy Tax Collector</b>		
	Dana Margelis	12/31/2026
<b>Dog Tabulator</b>		
	Siobhan Spano	12/31/2026
<b>Fund Commissioner Central Jersey Joint Insurance Fund</b>		
	Christiaan Bushell	12/31/2026
<b>Fund Commissioner Southern Skyland Regional Health Insurance Fund</b>		
	Anthony Ferrera	12/31/2026
<b>Municipal Improvement Search Official</b>		
	April Crossen	12/31/2026
<b>Municipal Improvement Tax Search Official</b>		
	April Crossen	12/31/2026

<b>Deputy Zoning Officials</b>		
	David Kois	12/31/2026
	Zuzana Karas	12/31/2026
	Anthony Ferrera	12/31/2026
<b>Paymaster and Social Security Administrator</b>		
	April Crossen	12/31/2026
<b>Police Department Chaplains</b>		
	Msgr. Joseph Curry, Mary Mother of God Church	12/31/2026
	Rabbi Noah Diamondstein, Temple Beth-El	12/31/2026
	Pastor Steve Eckert, South Branch Reformed Church	12/31/2026
	Rev. Timothy J. Wolf, New Horizon Christian Fellowship	12/31/2026
<b>Police Department Matrons</b>		
	Christine Struzienski	12/31/2026
<b>Public Agency Compliance Officer</b>		
	Dana Margelis	12/31/2026
<b>School Crossing Guards</b>		
	Gregory Staats	12/31/2026
	Ira Greenberg	12/31/2026
	Joanne Martin (Substitute)	12/31/2026
	Joseph Tomaro (Substitute)	12/31/2026
<b>ADA Director</b>		
	Anthony Ferrera	12/31/2026
<b>Human Resource Officer</b>		
Primary	Anthony Ferrera	12/31/2026
Secondary	Yazmin Barrantes-Gamboa	12/31/2026
<b>Affordable Housing Liaison</b>		
	David Kois	12/31/2026

**7. 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, 2026, as listed:

<b>Title</b>	<b>Name</b>	<b>Term Expiration</b>
<b>Primary Prosecutor</b>	Christopher Bateman	12/31/2026
<b>Primary DUI Special Prosecutor</b>	Joseph Tauriello	12/31/2026
<b>Primary Public Defender</b>	Peter Cipparulo III	12/31/2026
<b>Primary DUI / Alternate Public Defender</b>	Scott Mitzner	12/31/2026
<b>Alternate Prosecutors</b>	Rachel Campbell	12/31/2026
	Brian Davis	12/31/2026
	Dominic DiYanni	12/31/2026
	John Donnadio	12/31/2026
	Philip George	12/31/2026
	Kevin Hewitt	12/31/2026

**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 2026 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.

**8. MAYORAL APPOINTMENTS (EXPIRED SEATS ONLY)****Environmental Commission**

5	Matthew Martinez	Unexpired Term	12/31/2027
6	Clarence Burshnic	3 Year Term	12/31/2028
7	Stephen Mastripolito	3 Year Term	12/31/2028
Alt #1	Mohammad Athar	Unexpired Term	12/31/2026
Alt #2	Paul Bovitz	2 Year Term	12/31/2027

**Historic Preservation Commission**

2	Timothy Stollery	4 Year Term	12/31/2029
4	Clarence Burshnic	4 Year Term	12/31/2026
6	Michael LaMastro	4 Year Term	12/31/2027
Alt #2	Barbara Merdinger	2 Year Term	12/31/2027

**Planning Board**

01 (Class I)	Mayor	1 Year Term	12/31/2026
02 (Class II)	Robert Wagner	1 Year Term	12/31/2026

09 (Class IV)	John Ciccarelli	Unexpired Term	12/31/2028
Alt #2	Jason Smith	2 Year Term	12/31/2027
<b>Sign Review Committee</b>			
1	Anthony Ferrera	1 Year Term	12/31/2026
2	Marie Avolio	1 Year Term	12/31/2026
3	Gregg Wilke	1 Year Term	12/31/2026
4	Matthew Gizzi	1 Year Term	12/31/2026
Alt #1	Mike Avolio	1 Year Term	12/31/2026
<b>Township Historian</b>			
	Gregory Gillette	1 Year Term	12/31/2026

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

### Agricultural Advisory Committee

3	Debbie Norz	3 Year Term
4	Douglas Van Nuys	3 Year Term
5	John Lima	3 Year Term
Alt #1	Kyle Van Nuys	3 Year Term

### Board of Health

3	Dana Boguszewski	4 Year Term
4	Charles Schwirck	4 Year Term
6	Alyson Toth	4 Year Term

### Hillsborough-Millstone Municipal Alliance

1	Hillsborough Mayor or Appointee	1 Year Term
2	Millstone Mayor or Appointee	1 Year Term
3	Hillsborough Township Police Department	1 Year Term
4	Senior Chapter A	1 Year Term
5	Senior Chapter B	1 Year Term
6	Health Department Representative	1 Year Term
7	YMCA Representative	1 Year Term
8	TapInto Hillsborough	1 Year Term
9	Melinda Maggio	1 Year Term
10	Gil Pilarte	1 Year Term
11	Rebecca Grossman	1 Year Term
12	Sarah Brake	1 Year Term
13	Cierra Eckhardt	1 Year Term
14	Jill Lerman	1 Year Term
15	Liz Griffett	1 Year Term
16	Licia Gaber-Baylis	1 Year Term
17	Tim Lockburner	1 Year Term
18	Henry Goodhue	1 Year Term
19	Annette Henderson	1 Year Term

20	Philomena Cellilli	1 Year Term
21	Lisa Grylls-White	1 Year Term
22	Kacey Kowalchuk	1 Year Term
23	Samantha Ball	1 Year Term
24	Vivek Rao	1 Year Term
25	Alec Johnson	1 Year Term
26	Craig Battista	1 Year Term
27	ARIS SAC	1 Year Term
28	Yazmin Barrantes-Gamboa	1 Year Term

**Youth Services Commission**

1	Reverend Timothy J. Wolf	1 Year Term
2	Austin Magnum	1 Year Term
3	Dylan Ely	1 Year Term
4	Joanne Doyle	1 Year Term
5	Jennifer Tuller	1 Year Term
6	Kiley Tuller	1 Year Term
7	Darius Workman	1 Year Term
8	Tiffany Westlake	1 Year Term

**10. TOWNSHIP COMMITTEE APPOINTMENTS (EXPIRED SEATS ONLY)****Board of Adjustment**

3	Helen Haines	4 Year Term	12/31/2029
4	Robert Movshin	4 Year Term	12/31/2029
5	Mildred Molina	Unexpired Term	12/31/2026
Alt #1	Rich Zygadlo	2 Year Term	12/31/2027
Alt #2	John Oliver	Unexpired Term	12/31/2026

**Economic & Business Development Commission**

2	Jarret Dewelde	Unexpired Term	12/31/2027
7	Jeremy Lees	4 Year Term	12/31/2029
Alt #1	Debbie Norz	Unexpired Term	12/31/2026

**Ethical Standards Board**

4	Dave Singer	5 Year Term	12/31/2030
5	Dan Galati	5 Year Term	12/31/2030
6	Tim Lockburner	5 Year Term	12/31/2030

**Library Advisory Board**

1	Anthony Ferrera	1 Year Term	12/31/2026
2	Library Director	1 Year Term	12/31/2026
3	Sarah Brake	1 Year Term	12/31/2026
4	Tricia Marciano	1 Year Term	12/31/2026

**Municipal Utilities Authority**

5	Robert Damiano	5 Year Term	1/31/2031
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**Open Space Advisory Committee**

1	Vivek Rao	3 Year Term	12/31/2028
5	Kris Lockburner	Unexpired Term	12/31/2026

8	Rich Zygadlo	Unexpired Term	12/31/2027
9	Mark Hasting	3 Year Term	12/31/2029
<b>Planning Board</b>			
03 (Class III)	Shawn Lipani	1 Year Term	12/31/2026
<b>Sourland Mountain Municipal Alliance</b>			
1	Sydney Ciccarelli	1 Year Term	12/31/2026
Alt	Clarence Burshnic	1 Year Term	12/31/2026
<b>Sustainable Hillsborough Steering Committee</b>			
1	Tito Sharma	1 Year Term	12/31/2026
3	Kelly Francisco	1 Year Term	12/31/2026
4	Philip Rudio	1 Year Term	12/31/2026
5	John Ciccarelli	1 Year Term	12/31/2026
<b>Wastewater Management Planning Commission</b>			
1	Pamela Borek	1 Year Term	12/31/2026
2	Tom Belanger	1 Year Term	12/31/2026
3	John Ciccarelli	1 Year Term	12/31/2026
4	Carl Suraci	1 Year Term	12/31/2026
5	David Kois	1 Year Term	12/31/2026
6	Anthony Ferrera	1 Year Term	12/31/2026
7	Pennonni Associates	1 Year Term	12/31/2026
<b>Wildlife Management Commission</b>			
3	Frank Chupinka	3 Year Term	12/31/2026
5	Anthony Margelis	3 Year Term	12/31/2025

## 11. TOWNSHIP COMMITTEE ASSIGNMENTS & LIAISON ASSIGNMENTS

<b>Departments</b>	<b>Liaison 1</b>	<b>Liaison 2</b>
Health	Robert Britting	Jill Gomez
Parks & Recreation	Robert Britting	Jill Gomez
Social Services	Robert Britting	Jill Gomez
Planning & Zoning	Shawn Lipani	Samantha Hand
Public Works	Shawn Lipani	Samantha Hand
Engineering	Shawn Lipani	Samantha Hand
Building	Shawn Lipani	Samantha Hand
Police	Samantha Hand	Robert Britting
OEM	Samantha Hand	Robert Britting
Fire	Samantha Hand	Robert Britting
Courts	Samantha Hand	Robert Britting
Administration	Jill Gomez	Shawn Lipani
Tax Assessor	Jill Gomez	Shawn Lipani
Finance/Tax Collector	Jill Gomez	Shawn Lipani
Economic & Business Development	Jill Gomez	Shawn Lipani
Information Technology	Jill Gomez	Shawn Lipani
<b>Boards/Commissions</b>		
Agricultural Advisory Committee	Shawn Lipani	Samantha Hand

Board of Adjustment	Shawn Lipani	Samantha Hand
Board of Education	Samantha Hand	Robert Britting
Board of Fire Commissioners	Samantha Hand	Robert Britting
EBDC	Jill Gomez	Shawn Lipani
Environmental Commission	Jill Gomez	Shawn Lipani
Ethical Standards Board	Samantha Hand	Robert Britting
Board of Health	Robert Britting	Jill Gomez
Hillsborough-Millstone Municipal Alliance	Jill Gomez	Shawn Lipani
Historic Preservation Commission	Shawn Lipani	Samantha Hand
Interfaith Community	Jill Gomez	Shawn Lipani
Legal	Jill Gomez	Shawn Lipani
Library Advisory	Jill Gomez	Shawn Lipani
Municipal Utilities Authority	Shawn Lipani	Samantha Hand
Open Space Advisory Committee	Shawn Lipani	Samantha Hand
Personnel Committee	Jill Gomez	Shawn Lipani
Planning Board	Shawn Lipani	Samantha Hand
Public Information Officer	Jill Gomez	Shawn Lipani
Parks & Recreation Commission	Robert Britting	Jill Gomez
Sign Review Committee	Shawn Lipani	Samantha Hand
Sustainable Hillsborough	Jill Gomez	Shawn Lipani
Veterans	Catherine Payne	Shawn Lipani
Wildlife Management Commission	Robert Britting	Jill Gomez
Youth Services Commission	Robert Britting	Jill Gomez

## **12. RESOLUTION AUTHORIZING THE ADOPTION OF THE CASH MANAGEMENT PLAN FOR THE YEAR 2026**

**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 2026.

## **13. RESOLUTION AUTHORIZING THE 2026 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 2026:

Kearny Federal Savings Bank	Fulton Bank Sovereign Bank	Bank of America
Provident Bank	Hudson United Bank	Valley National Bank
Peapack-Gladstone Bank	Financial Resources	Wells Fargo
Chase Bank	PNC Bank	Affinity FCU
TD Bank, N.A.	Amboy Bank	NJ Cash Management Fund

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	General Capital	Expert Witnessing
COBRA	Escrow	Special Police Escrow
Recreation	Sub Division Trust	Governmental Grant
Miscellaneous Trust	Payroll	Off-site Escrow
Dog License	Open Space	Law Enforcement
Self Insurance	Public Assistance Trust (PATF)	Mountainview Assessment Trust
Riverview Assessment Trust	Health Benefits	Payroll Agency
Claremont Assessment Trust	Flexible Spending	Federal Forfeiture
Sanitary Sewer Assessment Trust	Grant Accounts	

<b>Other Accounts</b>	<b>Custodian</b>
Tax Collector's Redemption Account	Tax Collector
Municipal Court Bail Account	Court Administrator
Municipal Court General Account	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	General Capital	Expert Witnessing
COBRA	Escrow	Special Police Escrow
Recreation	Sub Division Trust	Governmental Grant
Miscellaneous Trust	Payroll	Off-site Escrow
Dog License	Open Space	Law Enforcement
Self Insurance	Public Assistance Trust (PATF)	Mountainview Assessment Trust
Riverview Assessment Trust	Health Benefits	Payroll Agency
Claremont Assessment Trust	Flexible Spending	Federal Forfeiture
Sanitary Sewer Assessment Trust	Grant Accounts	

#### 14. RESOLUTION ADOPTING THE 2026 TEMPORARY BUDGET

**WHEREAS**, in accordance with N.J.S.A. 40A:4-19 there is a need to adopt a 2026 Temporary Budget for contracts, commitments or payments prior to the adoption of the 2026 Budget; and

**WHEREAS**, the date of this resolution is within the first 30 days of the fiscal year, and

**WHEREAS**, the total appropriations in the 2025 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$37,155,909.84 and

**WHEREAS**, 35% of the total appropriations in the 2025 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance in said budget, is the sum of \$13,004,568.44.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the below 2026 Temporary Budget is adopted in the amount of \$13,000,000.00 and that a certified copy of this Resolution be given to the Chief Finance Officer for his records:

#### Temporary Appropriations — 2026

Account Number	Description	Amount
01-201-20-700-200	CENTRAL POSTAGE OE	\$3,500.00
01-201-20-701-100	TOWNSHIP ADMINISTRATION S&W	\$91,669.55
01-201-20-701-200	TOWNSHIP ADMINISTRATION OE	\$4,500.00
01-201-20-702-100	MAYOR & COMMITTEE S&W	\$13,475.00
01-201-20-702-200	MAYOR & COMMITTEE OE	\$5,000.00
01-201-20-703-100	TOWNSHIP CLERK S&W	\$106,381.45
01-201-20-703-200	TOWNSHIP CLERK OE	\$60,000.00
01-201-20-704-200	ELECTIONS/ OE	\$10,000.00
01-201-20-705-100	FINANCIAL ADMINISTRATION S&W	\$76,650.00
01-201-20-705-200	FINANCIAL ADMINISTRATION OE	\$40,000.00
01-201-20-706-200	AUDIT SERVICES OE	\$50,000.00
01-201-20-707-100	HUMAN RESOURCES S&W	\$32,285.75
01-201-20-707-200	HUMAN RESOURCES OE	\$10,000.00
01-201-20-708-100	TAX COLLECTOR S&W	\$49,795.55
01-201-20-708-200	TAX COLLECTOR OE	\$20,000.00
01-201-20-709-100	INFORMATION TECHNOLOGY	\$73,671.50
01-201-20-709-200	INFORMATION TECHNOLOGY OE	\$100,000.00
01-201-20-710-100	TAX ASSESSOR S&W	\$120,321.25

01-201-20-710-200	TAX ASSESSOR OE	\$30,000.00
01-201-20-711-200	CENTRAL PURCHASING OE	\$3,000.00
01-201-20-712-200	LEGAL OE	\$100,000.00
01-201-20-713-200	HUMAN SERVICES OE	\$60,000.00
01-201-20-714-200	LEGAL OUTSIDE OE	\$40,000.00
01-201-20-715-100	ENGINEERING S&W	\$161,311.15
01-201-20-715-200	ENGINEERING OE	\$40,000.00
01-201-20-716-200	STORMWATER ENGINEERING OE	\$6,000.00
01-201-20-719-200	PUBLIC MEETING RECORDING	\$15,000.00
01-201-20-722-100	ECONOMIC & BUSINESS DEVELOPMENT S&W	\$51,176.30
01-201-20-722-200	ECONOMIC & BUSINESS DEVELOPMENT OE	\$12,000.00
01-201-21-720-100	PLANNING BOARD S&W	\$136,500.00
01-201-21-720-200	PLANNING OE	\$55,000.00
01-201-22-725-100	CONSTRUCTION OFFICIAL S&W	\$441,000.00
01-201-22-725-200	CONSTRUCTION OFFICIAL OE	\$25,000.00
01-201-23-731-000	OTHER INSURANCE OE	\$570,000.00
01-201-23-733-000	GROUP INSURANCE OE	\$1,950,000.00
01-201-23-734-200	UNEMPLOYMENT COMP OE	\$20,000.00
01-201-23-735-000	Employee Waivers of Benefits	\$50,000.00
01-201-25-745-100	POLICE S&W	\$2,996,000.00
01-201-25-745-200	POLICE OE	\$400,000.00
01-201-25-747-100	EMERGENCY MANAGEMENT S&W	\$29,050.00
01-201-25-747-200	EMERGENCY MANAGEMENT OE	\$14,000.00
01-201-25-757-100	MUNICIPAL PROSECUTOR SW	\$49,000.00
01-201-26-764-100	DPW S&W	\$651,454.30
01-201-26-764-200	DPW OE	\$75,000.00
01-201-26-765-200	DPW STREETS & ROADS OE	\$100,000.00
01-201-26-767-100	DPW MOTOR VEHICLES S&W	\$84,700.00
01-201-26-767-200	DPW MOTOR VEHICLES OE	\$175,000.00
01-201-26-768-100	DPW STORMWATER S&W	\$33,820.85
01-201-26-768-200	DPW STORMWATER OE	\$25,000.00
01-201-26-769-100	DPW SNOW REMOVAL S&W	\$49,700.00
01-201-26-769-200	DPW SNOW REMOVAL OE	\$202,669.85
01-201-26-772-200	BUILDINGS & GROUNDS OE	\$175,000.00
01-201-26-774-200	RECYCLING OE	\$225,000.00
01-201-26-775-100	ANNUAL CLEANUP S&W	\$10,500.00
01-201-26-775-200	ANNUAL CLEANUP OE	\$45,000.00
01-201-26-847-000	MUNICIPAL SERVICES ACT	\$10,000.00
01-201-27-345-100	SOCIAL SERVICES S&W	\$141,750.00
01-201-27-345-200	SOCIAL SERVICES OE	\$20,000.00
01-201-27-785-100	BOARD OF HEALTH S&W	\$174,452.60
01-201-27-785-200	BOARD OF HEALTH OE	\$35,000.00
01-201-27-788-200	DOG REGULATION OE	\$35,000.00
01-201-27-789-200	WILDLIFE MANAGEMENT	\$1,000.00

01-201-28-795-100	RECREATION SALARIES & WAGES	\$70,000.00
01-201-28-795-200	RECREATION OE	\$7,500.00
01-201-28-796-100	PARKS & PLAYGROUNDS S&W	\$294,354.90
01-201-28-796-200	PARKS & PLAYGROUNDS OE	\$150,000.00
01-201-30-797-200	CELEBRATION OF PUBLIC OE	\$25,000.00
01-201-31-824-000	FIRE HYDRANTS	\$400,000.00
01-201-31-825-000	ELECTRIC	\$400,000.00
01-201-31-828-000	WATER	\$75,000.00
01-201-31-829-200	HEATING FUELS	\$5,000.00
01-201-31-832-000	SEWER	\$2,500.00
01-201-31-833-000	GASOLINE & DIESEL	\$150,000.00
01-201-31-836-200	CELL PHONES	\$14,000.00
01-201-31-839-000	PHONE & INTERNET SERVICE	\$125,000.00
01-201-36-845-200	SOCIAL SECURITY OE	\$600,000.00
01-201-36-846-200	DEFINED CONTRIBUTION PLAN OE (DCRP)	\$12,500.00
01-201-41-700-940	STATE & FEDERAL GRANTS	\$12,754.12
01-201-41-899-000	GRANT MATCH	\$2,688.53
01-201-42-108-100	Shared Service- Misc Courts	\$35,000.00
01-201-42-705-100	Alexandria Shared Service S&W	\$10,850.00
01-201-42-785-100	MILLSTONE INTERLOCAL S&W	\$10,000.00
01-201-42-855-000	MUNICIPAL COURT	\$153,517.35
01-201-42-855-200	MUNICIPAL COURT OE	\$35,000.00
01-201-42-856-280	SPECIAL DUTY OFFICERS FOR COURT SECURITY	\$18,000.00
	<b>Total Temporary Appropriations</b>	<b>\$13,000,000.00</b>

**Debt Service**

<b>Account Number</b>	<b>Description</b>	<b>Amount</b>
01-201-45-870-285	Payment of Bonds	\$560,000.00
01-201-45-872-285	Interest on Bonds	\$131,100.00
01-201-45-878-285	NJEIT Loan Payment	\$111,340.00
01-201-45-873-285	Interest on Notes	\$248,000.00
	<b>Total Temporary Appropriations</b>	<b>\$1,050,440.00</b>

**15. 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.

#### **16. 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.

#### **17. 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.

**18. 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 2026**

**WHEREAS**, there exists a need for various Professional Service Providers for the year 2026; and

**WHEREAS**, based upon the recommendation of the Evaluation Committee consisting of the Township Committeeman, 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 2026, not to exceed \$95,000.00; 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 2026, not to exceed \$95,000.00; and
- McManimon Scotland Baumann, 75 Livingston Avenue, Roseland, NJ, as Bond Counsel for the year 2026, not to exceed \$25,000.00; and
- Suplee, Clooney & Company, 308 East Broad Street, Westfield, NJ, as Municipal Auditor, not to exceed \$89,325.00 for the 2026 audit and \$18,525.00 for 2026 financial reporting services; and
- Pennoni Associates, Inc., 24 Commerce Street, Newark, NJ, as Consulting Township Engineer & Planning Consultant for the year 2026, not to exceed \$95,000.00; and
- Center State Engineering, 481 Spotswood Englishtown Road, Monroe Township, NJ, as Alternate Consulting Township Engineer & Planning Consultant for the year 2026, 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 2026, not to exceed \$5,000.00; and
- Cornerstone Architectural Group, LLC, 202 Hamilton Blvd., South Plainfield, NJ, as Township Architect for the year 2026, not to exceed \$20,000.00; and
- Phoenix Advisors, 2000 Waterview Drive Suite 101, Hamilton, NJ, as Financial Advisor for the year 2026, not to exceed \$20,000.00; 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 2026, not to exceed \$75,000.00; and
- Pennoni Associates, Inc. 24 Commerce Street, Newark, NJ, to provide Engineering Inspection Services for the year 2026, 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 2026, not to exceed \$41,900.00 for the Health Benefits Consultant; and
- Rehabco, Inc., 44 East Water Street, Second Floor, Toms River, NJ, as Affordable Housing Administrative Agent for the year 2026, 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 2026, not to exceed \$30,000.00; and
- Penn Medicine, 1000 Herrontown Road, Princeton, NJ, to provide the Employee Assistance Program for the year 2026, not to exceed \$5,000.00; and

**WHEREAS**, funds will be available and certified by the Chief Financial Officer in the 2026 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 2026.
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.

**19. RESOLUTION AUTHORIZING AWARD OF CONTRACT TO FUERZA STRATEGY GROUP FOR VIDEO SERVICES FOR 2026**

**WHEREAS**, Township is in need of video services for the period January 1, 2026 through December 31, 2026; and

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

**WHEREAS**, two (2) quotes were received as follows:

Fuerza Strategy Group	\$28,000.00
The Lux Agency, LLC	\$95,000.00

**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 \$28,000.00 for video services for the period January 1, 2026 through December 31, 2026; and

**WHEREAS**, the Chief Financial Officer certifies there will be sufficient funds available in the 2026 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 \$28,000.00 for video services for the period January 1, 2026 through December 31, 2026.

**20. RESOLUTION APPROVING AGREEMENT BETWEEN THE TOWNSHIP OF HILLSBOROUGH AND THE SOMERSET COUNTY YMCA-HILLSBOROUGH BRANCH FOR THE HILLSBOROUGH SENIOR CITIZEN EXERCISE WELLNESS PROGRAM**

**WHEREAS**, the Township provides an exercise wellness program for Hillsborough senior citizens consisting of exercise classes; and

**WHEREAS**, the Township of Hillsborough solicited proposals for these services for the period January 1, 2026 through December 31, 2026; and

**WHEREAS**, the Township received one (1) response to the public advertisement as follows:

- Greater Somerset County YMCA - Hillsborough Branch - \$2,036.33 per month for 18 classes per week

**WHEREAS**, the Director of Social Services and the Township Qualified Purchasing recommend the award of a contract to Greater Somerset County YMCA - Hillsborough Branch - in an amount not to exceed \$24,435.96 for the period January 1, 2026 through December 31, 2026 for the provision of senior citizen exercise classes; and

**WHEREAS**, the Chief Financial Officer certifies there will be sufficient funds available in the 2026 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 Greater Somerset County YMCA - Hillsborough Branch - in a total amount not to exceed \$24,435.96 for the period January 1, 2026 through December 31, 2026 for the provision of senior citizen exercise classes.

## **21. RESOLUTION AUTHORIZING THE QUALIFIED PURCHASING AGENT TO SOLICIT BIDS FOR POLICE DEPARTMENT INTERIOR RENOVATIONS**

**WHEREAS**, there is a need for interior renovations to the Police Department in the Township Municipal Building; and

**WHEREAS**, the Township Qualified Purchasing Agent is authorized to advertise for bids for Police Department Interior Renovations.

**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 Police Department Interior Renovations

## **22. RESOLUTION AUTHORIZING THE PURCHASE OF THREE (3) 2026 FORD EXPLORERS THROUGH CRANFORD CO-OP FOR THE CONSTRUCTION DEPARTMENT**

**WHEREAS**, the Construction Department is in need of new vehicles for inspections; and has requested the purchase of Three (3) 2026 Ford Explorers for the Department; and

**WHEREAS**, Fred Beans Dealership offers the vehicles through the Cranford Co-Op, of which the Township is a member, through Contract #CPS47 Item #3 in the amount of \$46,537.00 per vehicle; and

**WHEREAS**, funds are available in the 2026 Municipal Budget and have been certified as such by the Chief Finance Officer through Account #12-291-56-725-940 in the amount of \$139,611.00.

**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 Three (3) 2026 Ford Explorer Vehicles from Fred Beans Dealership through the Cranford Co-Op Contract #CPS47 Item #3 in an amount not to exceed \$139,611.00 for the Hillsborough Construction Department is hereby authorized.

## **23. RESOLUTION AUTHORIZING THREE (3) YEAR CONTRACT WITH MONMOUTH TELECOM TO REPLACE TIE LINE FOR POLICE BACK-UP VHF RADIO SYSTEM**

**WHEREAS**, the Director of Technology indicates there is a need to replace aging radio tie lines for the Police Back-Up VHF Radio System; and

**WHEREAS**, Monmouth Telecom offers such goods and services; and

**WHEREAS**, the Director of Technology and Qualified Purchasing Agent recommend the award of a three (3) year contract to Monmouth Telecom in an amount not to exceed \$46,540.00 (\$6,940.00 for one-time installation and a \$1,100 recurring monthly fee for the three (3) year term); and

**WHEREAS**, the Chief Financial Officer certifies there are sufficient funds in the 2026 budget in the amount of \$20,140.00 for the initial year of the contract and additional funds will be appropriated in future budget years.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that a three (3) year contract is hereby awarded to Monmouth Telecom in an amount not to exceed \$46,540.00 for the replacement of radio tie lines for the Police Back-Up VHF Radio System.

24.

#### **RESOLUTION APPROVING 2025 BUDGET TRANSFERS**

**WHEREAS**, N.J.S.A. 40A:4-59 allows for appropriation transfers during the first 3 months of a succeeding budget fiscal year when there is a need for these transfers; and

**WHEREAS**, there is a need to do appropriation transfers between appropriations 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 the Chief Finance Officer be authorized to make transfers between the following appropriations in the 2025 Budget:

<b>Account Number</b>	<b>Description</b>	<b>To</b>	<b>From</b>
01-201-20-705-120	Finance S&W	\$1,600.00	
01-201-20-713-240	Human Services OE	\$8,000.00	
01-201-20-712-200	Legal OE	\$20,000.00	
01-201-21-720-270	Planning OE	\$20,000.00	
01-201-26-764-940	DPW OE	\$45,000.00	
01-201-26-769-840	DPW Snow Removal OE	\$130,000.00	
01-201-26-775-140	Annual Cleanup S&W	\$2,200.00	
01-201-27-345-120	Social Services S&W	\$200.00	
01-201-36-845-280	Social Security OE	\$20,000.00	
01-201-20-705-200	Finance OE		\$5,000.00
01-201-21-720-110	Planning Board S&W		\$4,000.00
01-201-22-725-100	Construction S&W		\$17,000.00
01-201-23-733-116	Group Insurance		\$67,000.00
01-201-23-735-117	Employee Health Care waiver		\$17,000.00
01-201-25-745-120	Police S&W		\$60,000.00
01-201-26-764-120	DPW S&W		\$8,000.00
01-201-26-767-110	DPW Motor Vehicle S&W		\$11,000.00
01-201-26-769-140	DPW Snow Removal S&W		\$20,000.00

01-201-27-785-940	Board of Health OE	\$20,000.00	
01-201-28-795-110	Recreation S&W	\$10,000.00	
01-201-42-855-140	Municipal Court S&W	\$8,000.00	
		\$247,000.00	\$247,000.00

**25. RESOLUTION APPOINTING TONI-ANN ANNUNZIATA, DAVID FOELSCH, TIMOTHY LEITSTEIN, ROBERT WAGNER AND JOHN YANKO TO ONE (1) YEAR TERMS AS EMERGENCY MANAGEMENT DEPUTY COORDINATORS AND CHRISTINE STRUZEINSKI AS EMERGENCY MANAGEMENT ADMINISTRATIVE ASSISTANT**

**WHEREAS**, the Township Office of Emergency Management Coordinator recommends the appointments of Toni-Ann Annunziata, David Foelsch, Timothy Leitstein, John Yanko and Robert Wagner to one (1) year terms as Deputy Emergency Management Coordinators and Christine Struzienski to serve as OEM Administrative Assistant effective January 1, 2026 through December 31, 2026 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) Toni-Ann Annunziata, David Foelsch, Timothy Leitstein, John Yanko and Robert Wagner are appointed to one (1) year terms as Emergency Management Deputy Coordinators and Christine Struzienski to serve as OEM Administrative Assistant effective January 1, 2026 through December 31, 2026 with an annual stipend of \$1,000.00 to be paid to each individual for such service.

Mayor Payne stated: "We are going to hear all comments first. After that, if any committee member would like to take an item from the consent agenda for separate voting, I will give you the opportunity to do so."

Committeewoman Hand asked with regard to resolution 17 if there would be accountability by the Tax Appeal Attorney and the Tax Assessor to the Township Committee.

Township Attorney Willard stated that the committee can get a copy of all judgments. Tax refunds are presented to the committee first and they ask for approval.

Committeewoman Gomez stated she has a responsibility to the residents regarding budget resolution #14 and noted that by the end of April two-thirds of the temporary budget was already spent and this is a real concern.

Deputy Mayor Lipani explained that the State allows you to do 35% of your budget for your temporary budget to keep the budgeting process moving forward.

Upon a motion by Committeewoman Jill Gomez, seconded by Committeewoman Samantha Hand, to take resolutions 8-11 separately was approved upon the call of the roll.

Upon a motion by Committeeman Robert Britting, seconded by Deputy Mayor Shawn Lipani, the consent agenda resolutions 1-7, 12-25 was unanimously approved upon the call of the roll.

Upon a motion by Committeewoman Jill Gomez, seconded by Committeewoman Samantha Hand, the consent agenda resolutions 8-11 was unanimously approved upon the call of the roll. Committeewoman Gomez abstained.

## **CLAIMS LIST**

### **1. CLAIMS LIST 26-01**

Mayor Payne asked to approve Claims List 2026-01.

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeeman Robert Britting, Claims List 2026-01, was approved upon the call of the roll.

**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.

David Brook, 7 Winding Way congratulated Mayor Payne, Deputy Mayor Lipani and congratulated Committeewoman Gomez. He stated that now 3 women are running the township government and thanked them for taking charge.

**ADJOURNMENT**

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeewoman Samantha Hand, the meeting duly adjourned at 7:58 pm. Said motion was unanimously carried upon voice vote.

Attested:



Sarah Brake  
Township Clerk