

Minutes of the Regular Meeting of the Township Committee of the Township of Hillsborough, in the County of Somerset, State of New Jersey, held in the Municipal Complex at 7:30 p.m. on the above date.

Upon call of the roll, the following Committee members were recorded present: Committeeman Doug Tomson, Committeeman Robert Wagner, Committeeman Frank DelCore, Deputy Mayor Gloria McCauley and Mayor Carl Suraci. Also, in attendance were Township Attorney Albert E. Cruz, Township Administrator / Acting Clerk Mike Merdinger and Assistant to Mayor/Administrator Betsy Hollenbach.

### **SALUTE TO THE FLAG**

Following roll call, Mayor Suraci advised that notice of this meeting was made in accordance with Section 5 of the Open Public Meetings Act, Chapter 231, Public Law 1975, by posting on the bulletin board at the Hillsborough Township Municipal Complex and notifying the officially designated newspapers that this meeting would take place at the Hillsborough Township Municipal Complex at 7:30 p.m. on January 10, 2012.

Mayor Suraci opened the meeting by acknowledging the passing of long time Assemblyman Alex Decroce and asked for a moment of silence from the audience.

### **APPROVAL OF MINUTES**

- *Approval of the December 13, 2011 Regular Meeting Minutes*

Upon motion by Deputy Mayor McCauley, seconded by Committeeman DelCore, the minutes of the December 13, 2011, Regular Meeting was approved upon the call of the roll.

Yes – Suraci, DelCore, Wagner, McCauley  
Abstain – Tomson

### **REPORTS FROM COMMITTEE LIAISONS, AND RECEIPT OR REPORTS, PETITIONS OR COMMUNICATIONS**

#### **Committeeman DelCore**

Committeeman DelCore welcomed everyone to the first working township committee meeting for 2012 and wished everyone a Happy New Year.

Committeeman DelCore stated the township Boards and Commissions will all be meeting in the near future and new members will be sworn in.

Committeeman DelCore mentioned that the Planning Board and the Board of Adjustments have already had their first meeting.

Committeeman DelCore also mentioned that the Economic and Business Development Committee (EBDC) will be meeting January 11 and will be holding their first Networking Social on January 18 at Affinity Credit Union in the Promenade. Details are available on the EBDC and Township websites.

#### **Committeeman Tomson**

Committeeman Tomson announced that there will be a Rabies Clinic for cats and dogs on January 14, 2012 from 10 am – 12 pm through the Board of Health.

Committeeman Tomson stated that the clinic is open to all New Jersey residents not just township residents.

Committeeman Wagner

Committeeman Wagner had no updated at this time.

Deputy Mayor McCauley

Deputy Mayor McCauley stated that she had attended the Planning Board meeting with Committeeman DelCore and also the Credit Card Advisory meeting which has a lot of new members.

Deputy Mayor McCauley said that the Credit Card Advisory Committee looks forward to giving grants to groups within Hillsborough throughout the year.

Mayor Suraci

Mayor Suraci thanked the countless volunteers for giving their time and talents to all of our Boards & Commissions throughout the year.

Mayor Suraci announced that there was a proclamation for the evening honoring Cadet Commander Matthew Comito, a local teen who has become a Cadet Commander for the Raritan Valley Civil Air Patrol Squadron.

Mayor Suraci stated that the Civil Air Patrol is an auxiliary of the U.S. Air Force where teen cadets learn to fly, lead, hike, camp, get in shape and push themselves to new limits.

Mayor Suraci said to become a cadet, you must be at least 12 years old and not yet 19 years old and stated that Cadets meet 2 hours per week and one Saturday per month on average.

Mayor Suraci asked Mr. Comito to come forward to receive his proclamation.

**PROCLAMATIONS / PRESENTATIONS / APPOINTMENTS**

• ***Proclamation for Cadet Commander Matthew Comito***

*WHEREAS, Matthew Comito, a junior at Hillsborough High School, has been promoted to Cadet Commander for the Raritan Valley Composite Squadron; and*

*WHEREAS, we, the Township Committee of the Township of Hillsborough, recognize the many hours Matthew has dedicated to his training in the cadet program and the many sacrifices in order to achieve this highly acclaimed honor; and*

*WHEREAS, the Civil Air Patrol, being honored for more than 70 years of service, is a civilian auxiliary to the United States Air Force; and*

*WHEREAS, the Civil Air Patrol teaches the same core values taught by the Air Force, including leadership training, physical fitness and moral leadership as well as aviation training; and*

*WHEREAS, Matthew has been involved in the cadet program for several years after being inspired by a current Air Force fighter pilot who was a Civil Air Patrol Cadet himself; and*

*WHEREAS, Matthew will be pursuing his goal of applying for admission to the United States Air Force Academy or an Air Force ROTC college program.*

***NOW, THEREFORE, BE IT PROCLAIMED*** that we, the members of the Hillsborough Township Committee, do hereby recognize and extend our sincere congratulations to Matthew for being promoted to Cadet Commander, an honor for both him and for those who have guided him, with best wishes for a bright future.

## NEW BUSINESS

- *None at this time*

### PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

Mr. Shangar Nandra, a 23 year resident of Hillsborough, came forward to express his concern over the cost of living in Hillsborough.

Mr. Nandra stated that even a 2% increase is too high with so many people experiencing a drop in income due to lose of jobs with the effects of globalization.

Mr. Nandra asked that the township committee work to cut spending and to not raise taxes.

Mayor Suraci spoke about the many areas of state support that has been lost; for example the revenue from the Energy Tax Receipt that previously would come to the township was a lose of \$660,000 for Hillsborough.

Mayor Suraci also mentioned the state mandated programs that force the municipalities to participate in certain programs but the state does not help fund them.

Mayor Suarci specifically mentioned the Storm Water Regulations that are mandated on the township and cost the town \$250,000 a year.

Mayor Suraci stated that just those two areas alone cost the township approximately \$900,000 a year.

Committeeman DelCore said that he appreciated Mr. Nandra's comments and concern but wanted to recognize that the municipal employees have given significantly in recent concessions.

Committeeman DelCore gave some examples such as the white collar union taking a 7% pay cut and other unions that have taken no increase in the past few years.

Committeeman DelCore also mentioned that there are less municipal employees than there were ten years ago.

Committeeman DelCore stated that spending in aggregate is up less that 1% over a five year period which includes sky rocketing health care costs per year.

Committeeman DelCore said he does not want to minimize the problem but does want to acknowledge the work that has been done to curve spending.

Committeeman Tomson mentioned the Red Tape Committee at the state level that does work at controlling the state mandated programs. He mentioned that spending statewide used to be 7% and last year the average was 2% statewide which Hillsborough has been doing for years.

Committeeman DelCore added that the township has been hiring part time employees when possible to have the savings in health benefits.

Deputy Mayor McCauley said that it reminded her to thank the RoboRaiders group at the High School for inviting the committee to their technology announcement over the weekend.

Deputy Mayor McCauley gave examples where the Hillsborough Schools are also trying to bring in more sciences to the schools to help grow that area.

Deputy Mayor McCauley stated that the township has “a pulse” on this issue of trying to pull in more business/companies to our town.

#### PUBLIC HEARINGS

- *None at this time*

#### INTRODUCTION OF NEW ORDINANCES

**2012-01 An ordinance authorizing acceptance of Conservation, Storm Sewer, Sight Triangle Easements and Deeds of Dedication for Road Widening Purposes in Block 207.01, Portions of Lots 107, 107.01, 107.05, 107.06, 107.07, 107.12, 107.14, and a Portion of Lot 1 in Block 207.09, in the Township of Hillsborough. Further consideration of this ordinance and public hearing will be held on February 14, 2012.**

**WHEREAS**, the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, wishes to accept the following Easements and Deeds of Dedication conveyed to the Township for portions of Lots 107, 107.01, 107.05, 107.06, 107.07, 107.12, 107.14 in Block 207.01, and a portion of Lot 1 in Block 207.09:

1. Conservation Easement (portion of Lot 107.01 in Block 207.01) from TJC Development, LLC, to the Township of Hillsborough, dated October 25, 2011;
2. Conservation Easement (portion of Lots 107.05, 107.06 and 107.07 in Block 207.01) from TJC Development, LLC, to the Township of Hillsborough, dated October 25, 2011;
3. Storm Sewer Easement (portion of Lot 107.07 in Block 207.01) from TJC Development, LLC, to the Township of Hillsborough, dated August 17, 2011;
4. Sight Triangle Easement (portion of Lot 107.01 in Block 207.01) from TJC Development, LLC, to the Township of Hillsborough, dated August 17, 2011;
5. Sight Triangle Easement (portion of Lot 107.12 in Block 207.01) from TJC Development, LLC, to the Township of Hillsborough, dated August 17, 2011;
6. Sight Triangle Easement (portion of Lot 107.14 in Block 207.01) from TJC Development, LLC, to the Township of Hillsborough, dated August 17, 2011;
7. Sight Triangle Easement (portion of Lot 1 in Block 207.09) from TJC Development, LLC, to the Township of Hillsborough, dated August 17, 2011;
8. Deed of Dedication for Road Widening Purposes (portion of Lot 107 in Block 207.01) from TJC Development, LLC, to the Township of Hillsborough, dated August 17, 2011; and
9. Deed of Dedication for Road Widening Purposes (portion of Lot 107 in Block 207.01) from TJC Development, LLC, to the Township of Hillsborough, dated August 17, 2011.

**WHEREAS**, the purpose of these conveyances is to satisfy conditions of Preliminary and/or Final Major Subdivision approval adopted by the Township of Hillsborough Planning Board on March 24, 2011, Application No. 10-PB-12-MJF; and

**WHEREAS**, the Township Attorney for the Township of Hillsborough has reviewed the above Easements and Deeds of Dedication and finds them acceptable in all respects.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby authorizes acceptance of the above Easements and Deeds of Dedication.

This Ordinance shall take effect upon adoption and publication according to law.

Mayor Suraci stated that this ordinance allows the Township to accept various parcels for the above mentioned purposes for the listed lot and blocks.

Mayor Suraci also said this is a required condition of the planning board approval process.

Mayor Suraci mentioned that the Local Land and Building law only allows a municipality to accept land or interests in land through the adoption of an ordinance.

Mayor Suraci added that this has been reviewed and found acceptable by the Township Attorney.

Committeeman DelCore moved that the aforesaid Ordinance be passed on first reading and that the Ordinance be further considered at a public hearing held on February 14, 2011 at 7:30 p.m. Said motion was seconded by Deputy Mayor McCauley and unanimously approved upon call of the roll.

## CONSIDERATIONS

- 1. Resolution authorizing an agreement between the County of Somerset and the twenty-one municipalities located within Somerset County for Recycling Pick-up January 1, 2012-December 31, 2012 at a rate of \$23.85 per household per year representing no increase for eleven (11) consecutive years.**

**WHEREAS**, the County of Somerset entered into negotiations regarding an Agreement between the County of Somerset and each of the twenty-one municipalities located within Somerset County; and

**WHEREAS**, the County of Somerset has agreed that the County fee shall be based upon the number of households within the Municipality as determined by the County Planning Board at the rate of \$23.85 per household per year; and

**WHEREAS**, the County of Somerset has determined that it is in the best interest of the County to execute an Agreement with each of the twenty-one municipalities formulated as a result of negotiations.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby authorizes the Mayor and Township Administrator/Acting Clerk to execute this Agreement for recycling pick up with each of the twenty-one municipalities located within the County of Somerset, more particularly described in the Agreement prepared by the County Counsel and on file in the Office of the Clerk of the Board for the period January 1, 2012 to December 31, 2012.

Mayor Suraci stated that this contract is good financial news since the Freeholders have again frozen the per-household rate for recycling pickup at \$23.85 for the 11<sup>th</sup> year.

Mayor Suraci stated the County website is a great resource for recycling tips.

Mayor said that it behooves our residents to participate by recycling all designated materials curbside, since the more the township recycles, the higher the recycling rate and the less the program costs the taxpayer and the better it is for the environment.

Upon motion by Committeeman Wagner seconded by Deputy Mayor McCauley, the aforesaid resolution was unanimously approved upon call of the roll.

**2. Resolution ratifying and confirming the action of the township administrator authorizing Maser Consulting, P.A., to conduct Additional Landfill Gas Investigations pursuant to NJAC 7:26-2A.9(e) 2 xi and NJDEP requirements at the Sunnymeade Municipal Landfill (Block 182, Lot 7B) in an amount not to exceed \$7,000.**

**WHEREAS**, pursuant to the contract for professional services awarded by the Township to Maser Consulting, P.A., through the Fair and Open procurement process (N.J.S.A. 19:44A-20.4-5 et seq.), appointing Maser Consulting, P.A., as the Township Engineer, Maser Consulting, P.A., prepared a proposal, dated December 8, 2011, to provide professional environmental engineering services to prepare a landfill gas investigation for the Sunnymeade Municipal Landfill, in an amount not to exceed \$7,000; and

**WHEREAS**, funds are available and have been certified as such by the Chief Finance Officer and said certification is attached to this resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that Maser Consulting, P.A., is authorized to perform professional environmental engineering services to:

1. Prepare landfill gas investigation as outlined in the proposal, dated December 8, 2011, in an amount not to exceed \$7,000 for the Sunnymeade Municipal Landfill (Block 182, Lot 7B)

**BE IT FURTHER 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 a Professional Services Contract with Maser Consulting, P.A., in an amount not to exceed \$7,000.
2. These contracts are awarded, as a result of selection of Maser Consulting, P.A., as the Township Engineer through the Fair and Open procurement process, and 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 these actions shall be printed once in the official Township newspaper.

Mayor Suraci stated that this resolution authorizes the Township's Engineering firm Maser Consulting to complete the required NJDEP landfill gas investigation.

Upon motion by Deputy Mayor McCauley seconded by Committeeman Wagner, the aforesaid resolution was unanimously approved upon call of the roll.

**3. Resolution authorizing the Tax Assessor and the Township Attorney to respond to Tax Appeals.**

**WHEREAS**, from time to time there is and has been a need for the Township Tax Assessor, with the assistance of the Township Attorney, in order to revise and correct assessments, to file tax appeals and settle those appeals at the County Tax Board; and

**WHEREAS**, the Township Committee has consulted with the Township Attorney, and has reviewed the recommendations of the Township Tax Assessor, that the filing of appeals and settlements for the 2012 tax year with the County Tax Board to revise and correct assessments, are in the best interests of the Township of Hillsborough; and

**WHEREAS**, the Township Committee has authorized the filing of tax appeals and the settlement of those appeals at the County Tax Board by the Township Attorney in consultation with the Township Tax Assessor.

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

1. The Township Attorney is hereby authorized to file petitions of tax appeals for the 2012 tax year with the Somerset County Tax Board, and settle those appeals, all in consultation with the Township Tax Assessor.

Mayor Suraci said that State regulations require the Township to authorize the Tax Appeal Attorney, in consultation with the Tax Assessor to file or settle tax appeals.

Mayor Suraci also said that on an annual basis the County Board of Taxation requires a resolution be passed by the governing body from each taxing district authorizing the Township Attorney to file appeals on behalf of the district and only after consulting with the Township Tax Assessor. This resolution fulfills that requirement.

Upon motion by Committeeman Tomson seconded by Deputy Mayor McCauley, the aforesaid resolution was unanimously approved upon call of the roll.

**4. Resolution authorizing the execution of a contract with Community Grants, Planning & Housing (CGPH) to provide affordable housing administrative services for the affordable housing units at Hillsborough Point, in an amount not to exceed \$6,900.00.**

**WHEREAS**, there exists a need for Affordable Housing Administrative Services for Hillsborough Point; and

**WHEREAS**, the Township Planner has recommended that the Township enter into an agreement with Community Grants, Planning & Housing (CGPH) to provide affordable housing administrative services for the affordable units at Hillsborough Point, at a cost of \$6900 for the period January 1, 2012 to December 31, 2012, in order to ensure continued compliance with the applicable affordable housing requirements; and

**WHEREAS**, funds are available and have been certified as such by the Chief Finance Officer and said certification is attached to this resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the Mayor and the Township Administrator/Clerk are hereby authorized to execute an Affordable Housing Administrative Services Agreement to provide affordable housing administrative services for Hillsborough Point with Community Grants, Planning & Housing, for the period January 1, 2012 to December 31, 2012, in an amount not to exceed \$6,900.00.

Mayor Suraci stated that this contract represents no increase from last year and taxpayer funds are NOT used, as it funded through the affordable housing trust.

Upon motion by Committeeman DelCore seconded by Committeeman Tomson, the aforesaid resolution was unanimously approved upon call of the roll.

**5. Appointment of Sean Carolan, Nick Speciale, and Steven Eckert to a one (1) year term as Emergency Management Deputy Coordinators effective January 1, 2012 through December 31, 2012.**

**WHEREAS**, the Township Office of Emergency Management Coordinator recommends the appointment of Sean Carolan, Nick Speciale, and Steven Eckert to a one (1) year term as Deputy Coordinators effective January 1, 2012 through December 31, 2012; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that Sean Carolan, Nick Speciale, and Steven Eckert are appointed to a one (1) year term as Emergency Management Deputy Coordinators effective January 1, 2012 through December 31, 2012.

Mayor Suraci stated that the township committee is thankful for all of the OEM volunteers and is happy to appoint the above mentioned individuals as Emergency Management Deputy Coordinators.

Committeeman DelCore also acknowledged and thanked the OEM volunteers for all of their time and work during the year.

Upon motion by Committeeman Wagner seconded by Deputy Mayor McCauley, the aforesaid resolution was unanimously approved upon call of the roll.

**6. Resolution establishing the Annual Salaries and Wages of Municipal Employees.**

**BE IT RESOLVED**, by the Township Committee of the Township of Hillsborough that the annual salaries of the following employees listed below are authorized effective to January 1, 2012.

Name	Position	Salary
DeDomenico, John	Clerk to Treasurer/Tax Collector	\$41,150.42
Lupo, Tony	Recreation Assistant	\$44,136.97
Padgett, Debora	Clerk to Planning/Bd. Of Adjust.	\$38,605.65
Sheridan, John	Civilian Police Specialist	\$35,580.78
Strothers, Lisa	Clerk to Treasurer/Tax Collector	\$41,150.42
Wesolowski, Kathy	Clerk to Public Works	\$49,067.14

Mayor Suraci stated that six members of the AFSCME union (White Collar) were voted to receive merit increases this year and that these are contractual obligations to salary and wages.

Upon motion by Deputy Mayor McCauley seconded by Committeeman DelCore, the aforesaid resolution was unanimously approved upon call of the roll.

**7. Resolution approving 2011 Appropriation Reserve Transfers to Miscellaneous Trust.**



**WHEREAS**, N.J.S.A. 40A:4-58 allows for appropriation transfers during the first 3 months of a budget fiscal year where there is a need for these transfers; and

**WHEREAS**, there is a need to transfer Cultural Arts, Sick & Vacation Pay and Snow Removal budget balances to the Miscellaneous Trust for use in future years;

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Hillsborough that the Chief Finance Officer be authorized to make the transfer from following appropriations in the 2011 Reserve Budget to the Miscellaneous Trust Fund:

FROM:	Cultural Arts		
	Other Expenses	1-01-20-724-020	\$ 4,994.64
	Sick & Vacation Pay	1-01-30-850-012	\$ 5,205.53
	Snow Removal		
	Salaries and Wages	1-01-26-769-010	\$ 465.83
	Other Expenses	1-01-26-769-020	<u>21,602.22</u>
	Total		<u>\$32,268.22</u>
TO:	Cultural Arts Reserve	T-12-56-860-018	\$ 4,994.64
	Sick & Vacation Reserve	T-12-56-860-060	\$ 5,205.53
	Snow Removal Reserve	T-12-56-860-061	<u>\$22,068.05</u>
	Total		<u>\$32,268.22</u>

Mayor Suraci explained that this resolution authorizes the transfer of funds from the 2011 budget to reserve lines in the Miscellaneous Trust account for use in future years.

Mayor Suraci stated that sick and vacation pay as well as snow removal balances are transferred annually and are used in future years to help offset increases in the budget.

Mayor Suraci also stated that the Cultural Art Reserve is being transferred to fund projects and events in future years.

Upon motion by Deputy Mayor McCauley seconded by Committeeman Tomson, the aforesaid resolution was unanimously approved upon call of the roll.

**8. Resolution approving 2011 Appropriation Reserve Transfers.**

**WHEREAS**, N.J.S.A. 40A:4-58 allows for appropriation transfers during the first 3 months of a budget fiscal year where there is a need for these transfers; and

**WHEREAS**, there is a need to do appropriation transfers between appropriations in the 2011 Reserve Municipal Budget;

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Hillsborough that the Chief Finance Officer be authorized to make transfers between the following appropriations in the 2011 Reserve Budget:

TO:	Legal Services	OE	712	7,500.00
	Outside Legal Services	OE	714	4,500.00
	Street Lighting	OE	826	30,000.00
	Gasoline	OE	833	4,000.00
	Diesel Fuel	OE	834	1,000.00

	Phone Service	OE	839	<u>4,000.00</u>
				<u>51,000.00</u>
FROM:	Engineering	OE	715	20,000.00
	Planning	OE	720	10,000.00
	Buildings & Grounds	OE	772	<u>21,000.00</u>
				<u>51,000.00</u>

Mayor Suraci stated that this is an appropriation reserve transfer from the 2011 budget to move funds to ensure that there are sufficient funds available for December 2011 utility and legal bills which are received after the close of the calendar year. This resolution authorizes the necessary transfers.

The Mayor added that the following line items were under budget for 2011: professional legal services for labor negotiations and tax appeals, gasoline, diesel, street lighting and phone service.

Upon motion by Deputy Mayor McCauley seconded by Committeeman Tomson, the aforesaid resolution was unanimously approved upon call of the roll.

**9. Resolution approving Mayoral appointment.**

Planning Board			
Seat 4, Class IV	(4-year term)	Steven Cohen	12/31/15

There is no vote needed for Mayoral appointments.

**10. Resolution approving Township Committee appointments.**

**Board of Adjustment**

Seat 6	(4-year term)	Frank Valcheck	12/31/15
Seat 7	(4-year term)	John Sheridan	12/31/15
Alt. #1	(2-year term)	Frank Herbert	12/31/13

**Local Assistance Board**

Seat 1	(2-year term)	Marie Avolio	12/31/13
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**Open Space Advisory Committee**

Seat 2	(3-year term)	A. Louise Wilkens	12/31/14
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**Wildlife Management Commission**

Seat 4	(3-year term)	Jay Bekus	12/31/14
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Upon motion by Committeeman Wagner seconded by Deputy Mayor McCauley, the aforesaid resolution was unanimously approved upon call of the roll.

**CONSENT**

- 1. Resolution authorizing the transfer of earned amounts, in an amount of \$7,240.23, from the Subdivision and Site Plan Engineering Trust accounts to the Treasurer's account.**

**WHEREAS**, in accordance with the following summary of accrued Engineering charges related to various indicated projects, a total of \$7,240.23 should be transferred from Engineering inspection escrow accounts into the Treasurer’s Account as indicated; and

**WHEREAS**, each of the project line items has been verified against the Treasurer’s Office account records through December 13, 2011, to ensure that sufficient funds are available for these transfers of unanticipated revenues.

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that a total of \$7,240.23 is to be transferred from the Engineering Escrow Accounts into the Treasurers Account.

<u>Client</u>	<u>Number</u>	<u>Transfer Amount</u>
CC @ Belle Mead	579	-269.62
Colonial Square at Belle Mead	323	-66.58
Cornerstone Professional Development	570	-41.48
Country Classics – 3D	559	-614.72
Country Classics – 3C	331	-995.52
Gross/Neshanic Riverside	575	-167.32
High Branch Land, Inc.	373	-66.58
Hillsborough Chase II	488	-409.94
Hillsborough Estates	539	-143.62
PLEABEAZIN	477	-2,485.79
Pleasant View Estates III	490	-462.04
Senior Living Solutions	558	-1,517.02
Grand Total		\$-7,240.23

**2. Resolution authorizing refund of tax overpayment in the amount of \$797.25 (total properties: 1).**

**WHEREAS**, real property tax payer overpaid their real property taxes and:

**WHEREAS**, the Tax Collector has received proof of such payment after correspondence with said property owner:

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee, of the Township of Hillsborough, County of Somerset, State of New Jersey, the Tax Collector is hereby authorized to refund said amount to the property owner. Total, \$797.25, properties, 1.

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<b>Block</b>	<b>Lot</b>	<b>Name</b>	<b>Amount</b>	<b>Qtr</b>	<b>Year</b>
151	13.06	Kropenicki, Patricia	797.25		2011

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**3. Resolution approving request from Paul M. Noll & Son, Inc. for the release of Cash Escrow for Road Opening Permit No. 2009-37, in the amount of \$150.00.**

**WHEREAS**, a request has been received from Paul M. Noll & Son, Inc. for release of cash escrow for Road Opening Permit No. 2009-37; and

**WHEREAS**, the Assistant Township Engineer certifies that all work has been satisfactorily completed; and

**WHEREAS**, the Assistant Township Engineer recommends that the Township Committee take action to release the \$150.00 cash escrow that was posted for the completion of the project.

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

**4. Resolution granting permanent employee status to Nancy DiMeglio, Secretary in the Engineering Department, effective December 28, 2011.**

**WHEREAS**, Ms. DiMeglio was hired as Secretary in the Engineering Department on September 28, 2011; and

**WHEREAS**, the Township Administrator/Acting Clerk and the Assistant Township Engineer certifies that Ms. DiMeglio has performed her duties and assignments in a capable and competent manner; and

**WHEREAS**, having qualified for regular employee status during the three-month probationary period, the Administrator / Acting Township Clerk recommends that regular employee status be conferred upon Ms. DiMeglio, effective December 28, 2011.

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the recommendation of Administrator / Acting Township Clerk Michael A. Merdinger be and hereby are accepted and approved.

**5. Resolution granting permanent employee status to Ryan Giordano, Fire Marshall, effective January 3, 2012.**

**WHEREAS**, Mr. Giordano was hired as Fire Marshal on October 3, 2011; and

**WHEREAS**, the Township Administrator/Acting Clerk and the Chief Fire Marshal certifies that Mr. Giordano has performed his duties and assignments in a capable and competent manner; and

**WHEREAS**, having qualified for regular employee status during the three-month probationary period, the Administrator / Acting Township Clerk recommends that regular employee status be conferred upon Mr. Giordano, effective January 3, 2012.

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that the recommendation of Administrator / Acting Township Clerk Michael A. Merdinger be and hereby are accepted and approved.

**6. Resolution authorizing tuition reimbursement to Captain Paul Merkler for completion of the class "Supervision of Criminal Justice Personnel" offered through Columbia Southern University, in the amount of \$450.00, pursuant to Article XVII of the current PBA Contract.**

**WHEREAS**, it is the policy of the Township of Hillsborough to encourage continuing education on the part of full-time employees for the purpose of enabling them to better perform in their jobs and to better prepare them in the event of an opportunity for advancement and promotion within the Township; and

**WHEREAS**, financial assistance for education is outlined in Article XVIII of the current PBA contract; and

**WHEREAS**, Captain Merkler has successfully completed the "Supervision of Criminal Justice Personnel" course through Columbia Southern University; and

**WHEREAS**, Captain Merkler has requested consideration under the Township's Educational Assistance provisions; and

**WHEREAS**, the Chief of Police has requested favorable consideration of Captain Merkler's request for financial reimbursement of seventy-five percent (75%) of the \$600.00 cost incurred for a total of \$450.00.

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

**7. Resolution authorizing Officer Christopher McMinn to enroll in "Critical Thinking for Homeland Security" and "Terrorism" and to be eligible for tuition reimbursement of said courses once they have been successfully completed, pursuant to Article XVII or the current PBA Contract.**

**WHEREAS**, it is the policy of the Township of Hillsborough to encourage continuing education on the part of full-time employees for the purpose of enabling them to better perform in their jobs and to better prepare them in the event of an opportunity for advancement and promotion within the Township; and

**WHEREAS**, financial assistance for education is outlined in Article XVIII of the current PBA contract; and

**WHEREAS**, Officer Christopher McMinn is requesting authorization to take "Critical Thinking for Homeland Security" and "Terrorism" towards his Bachelor's Degree in Criminal Justice; and

**WHEREAS**, Officer McMinn has requested consideration under the Township's Educational Assistance provision upon successful completion of the aforementioned course; and

**WHEREAS**, the Chief of Police has requested favorable consideration of Officer McMinn's request for financial reimbursement of seventy-five percent (75%) of the cost incurred upon successful completion of the classes.

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

**8. Resolution supporting participation in the 2012 Cops In Shops Grant Program.**

**WHEREAS**, the Division of Alcoholic Beverage Control (ABC) is responsible for administering the Office of Juvenile Justice Delinquency Prevention (OJJDP) State Block Grant Program Enforcing the Underage Drinking laws; and

**WHEREAS**, Hillsborough Township wishes to apply to ABC for funds in connection with a project entitled Cops in Shops; and

**WHEREAS**, the Township Committee of the Township of Hillsborough has reviewed said application and finds approval thereof to be in the best interest of the municipality/county; and

**WHEREAS**, said project is a join project between the State of New Jersey (ABC) and the Township of Hillsborough for the purposed therein described.

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

- (1.) that as a matter of public policy the Township of Hillsborough wishes to participate with the State of New Jersey (ABC) to the greatest extent possible.
- (2.) that the Division of Alcoholic Beverage Control (ABC) be requested to accept said application on behalf of the municipality/county; and
- (3.) that the appropriate fiscal officer will accept the funds in connection with said project from the ABC and make disbursements in accordance with said application.

**9. Resolution authorizing the execution of a Shared Service Agreement for the resale of commodities and other related services with the Somerset County Department of Public Works for January 1, 2012 through December 31, 2021.**

**WHEREAS**, the County of Somerset is a leader in the concept of shared services as evidenced by a history of Inter-local Services Agreements; and

**WHEREAS**, the County of Somerset is desirous of contracting public works services to the county municipalities and public units in accordance with P.L. 2007; C.63, Uniform Shared Services and Consolidation Act, and the terms of an agreement, copy of which is on file with the Clerk of the Board; and

**WHEREAS**, the County of Somerset is desirous of implementing Commodity Resale System #201SCCR, in accordance with N.J.A.C. 5:34-17.1 for the resale of gasoline, diesel fuel, snow removal chemicals, and public works materials and supplies; and

**WHEREAS**, the Township of Hillsborough wishes to enter into this Master Agreement for services as described above;

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby authorizes the Mayor and Township Administrator/Acting Clerk to accept public works commodities and services with Somerset County for the period of January 1, 2012 to December 31, 2021.

Upon motion by Committeeman DelCore, seconded by Committeeman Tomson, the consent agenda was unanimously approved upon call of the roll.

**CLAIMS LISTS**

Mayor Suraci presented Claims Lists 2011-23, 2012-01

Upon motion by Deputy Mayor McCauley, seconded by Committeeman DelCore, Claims List 2011-23 was unanimously approved upon call of the roll.

Upon motion by Deputy Mayor McCauley, seconded by Committeeman Tomson, Claims List 2012-01 was unanimously approved upon call of the roll.

**EXECUTIVE SESSION RESOLUTION**

**WHEREAS**, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12 (b) (1-9), Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, the Township Committee is of the opinion that such circumstances exist.

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

1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matters.

2. The general nature of the subject matter to be discussed is as follows:

- a. *Litigation- Hillsborough Properties v. Township of Hillsborough*
- b. *Contract Negotiations - PBA Local 205  
-Dispatchers Teamsters Local 701*
- c. *Property Acquisition – PID Associates (Block 177 Lot 23.01, Block 175 Lots 39.02, 39.04)*
- d. *Property Disposition –Township of Hillsborough to County of Somerset, Block 174 Lot 206, Block 171, Lot 81*
- e. *Contract Negotiations: Borough of Millstone and Van Cleef Family Limited Partnership and Riverside LLC.*

3. The Township Committee may take official action on those items discussed in Executive Session upon completion of the Executive Session.

4. The minutes of the discussions shall be made available to the public as soon as the matters under discussion are no longer of a confidential or sensitive nature.

5. This Resolution shall take effect immediately.

Upon motion by Deputy Mayor McCauley seconded by Committeeman Tomson, the aforesaid resolution was unanimously approved upon call of the roll.

Committeeman Tomson motioned to reopen the public meeting after the executive session adjourned. The motion was seconded by Committeeman DelCore, and was unanimously approved upon call of the roll.

#### **ADJOURNMENT**

Upon motion by Committeeman Tomson, seconded by Deputy Mayor McCauley, the meeting duly adjourned at 10:45p.m. Said motion was carried unanimously upon voice vote.

Attested:

Michael Merdinger  
Township Administrator/Acting Clerk