

Minutes of the February 11, 2025 Township Committee Meeting of the Township of Hillsborough, in the County of Somerset, State of New Jersey, held in the Municipal Complex at 7:30 PM on February 11, 2025.

CALL OF THE ROLL

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

SALUTE TO THE FLAG

MAYOR STATES

Mayor Ciccarelli advised that in accordance of section 5 of the Open Public Meetings Act, Chapter 231, of the Public Laws of 1975 that notice of this meeting was made by the posting on the bulletin board at the Hillsborough Township Municipal Complex and notifying the officially designated newspapers that this meeting would take place at the Hillsborough Township Municipal Complex at 7:30 p.m. on Tuesday, February 11, 2025.

APPROVAL OF MINUTES

None

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

Committeewoman Hand

Committeewoman Hand wished residents a happy Valentines Day and Black History Month. She also provided an update about a request for a podium that arose at a previous meeting. The Township Committee discussed and decided that a podium would not be purchased.

Committeewoman Hand reminded residents that it's time to renew dog licenses. The deadline to renew without penalty is February 28th. After that, there is a \$5.00 late fee.

Committeeman Lipani

Committeeman Lipani advised that the Hillsborough emergency alert system is powered by OnSolve CODE RED. In addition to town-wide alerts, CodeRed can send hyperlocal updates and alerts for specific streets or neighborhoods, but this function only works if an address is provided when registering.

Committeeman Lipani relayed that the Building Department has a new inspection scheduling procedure. All inspection requests can quickly be made by the applicant through the online SDL portal or by filling out the inspection request form and emailing it to the designated email address.

Committeeman Lipani reported that the Department of Public Works has published the schedule of dates for the Senior Curbside Pick-Up Program for those 65 and older, and the dates for the Annual Clean-Up.

Committeeman Lipani thanked Public Works for all their work during the numerous recent storms.

Committeeman Lipani encouraged residents to contact the Department of Public Works directly if they believe a mailbox was damaged by a snow plow and are not able to receive mail.

Committeeman Lipani reminded residents that annual assessment postcards will be mailed in March. The annual assessment postcard shows the new 2025 assessed value of homes as well as the taxes billed in 2024.

Committeeman Lipani relayed that this is the last week to support the HLP crayon drive. A collection box is located outside the library entrance in the Municipal Building now through Valentine's Day, February 14th.

Deputy Mayor Payne

Deputy Mayor Payne reported that February is American Heart Month. The Health Department is providing free blood pressure screenings on Thursday, February 13th or Thursday, March 6th, from 10 a.m. to 1 p.m.

Deputy Mayor Payne relayed some safety tips from the Police Department with regard to winter storms: remove snow and ice from vehicles before driving, drive slowly, adjust speed for the changing road conditions, increase following distance from other vehicles, give snowplows and other DPW vehicles plenty of room to work, and don't tailgate or try to pass them, as their field of vision is restricted.

Deputy Mayor Payne advised that the Township Code prohibits parking on snow-covered roads. Vehicles are subject to summonses and the potential of being towed at the owner's expense. Finally, residents that have a fire hydrant in front of their home are encouraged to shovel around it so it's free in the event of an emergency.

Deputy Mayor Payne announced that February is National Teen Dating Violence Awareness and Prevention Month. Dating violence may include physical force, such as hitting or shoving, emotional abuse, such as constantly keeping tabs on a person, or sexual assault. Teens are easily influenced by their early relationships, and the example set by those relationships can have a lasting impact on their lives.

Deputy Mayor Payne stated that spring recreation programming is now available.

Deputy Mayor Payne reported that the Hillsborough Township Leadership program Dog & Cat Supply Drive was a huge success and thanked the many who donated. Many pet items for the Community Assistance Network (C.A.N.) Food Pantry Program were collected.

Deputy Mayor Payne announced that the Social Services Department has partnered with the New Jersey State Department of Taxation to bring a New Jersey Property Tax Relief information session to senior homeowners and renters aged 65 and over. The presentation will be on Monday, March 10, 2025 from 9:30 to 11 am.

Deputy Mayor Payne relayed that on March 1st, Hillsborough Express Yourself, or HEY, will be hosting Shorts in Winter, an event showcasing short films directed by Hillsborough residents.

Mayor Ciccarelli

Mayor Ciccarelli stated that he along with Deputy Mayor Payne recently attended the 24th Annual Winterguard Home Show at which colorguard teams from more than 30 schools participated in an all-day event. The Mayor thanked the Hillsborough Band Parents Association for coordinating this event with compliments to and success ensured by the students, guard instructors, parents, administrators, custodians and kitchen staff, and the audience.

Mayor Ciccarelli stated he was honored to be invited to the Day of Play at Amsterdam Elementary School. Classes throughout the day had a dedicated hour of play to emphasize the importance of play in a child's life.

Mayor Ciccarelli attended the Diamond Club's annual pancake breakfast fundraiser along with Committeeman Lipani. Deputy Mayor Payne attended earlier. The event was attended by more than 400 people.

Mayor Ciccarelli announced that the Rotary Club of Hillsborough is offering ten scholarships to deserving Hillsborough residents.

Mayor Ciccarelli reminded residents that there's still time for students to apply for the New Jersey League of Municipalities' Louis Bay II, Future Municipal Leaders Scholarship Competition. The theme for 2025 is "What I

Like About My Hometown.” Three \$1,000 scholarships will be awarded statewide.

Mayor Ciccarelli stated that residents with private wells have the responsibility to ensure the quality of their own well water by having it routinely tested by a Certified NJ Water Testing Laboratory. Like many areas of New Jersey, chemicals such as PFAS (referred to as “forever chemicals”) and naturally occurring arsenic are often found exceeding state drinking water standards in Hillsborough Township wells.

Mayor Ciccarelli advised that the Health Department was recently awarded a grant from NJDEP which will be used to offer reduced-cost testing for PFAS to Hillsborough residents. This offer is on a first-come, first-served basis, while grant money is available. If a well is found to have exceeded a state water quality standard for man-made chemicals such as PFAS, the homeowner may be eligible to have water treatment installed and paid for under the NJ Spill Fund, while this money is available.

Mayor Ciccarelli reported that the pedestrian bridge along Route 206 over the Royce Brook between Raider Boulevard and Amwell Road that serves as a sidewalk along Route 206 was inspected and found to have corroded steel. For safety, the Township unfortunately closed the bridge to pedestrian access.

PROCLAMATIONS / APPOINTMENTS

1. BLACK HISTORY MONTH

WHEREAS, during Black History Month, we celebrate the many achievements and vast contributions of African Americans to the economic, spiritual, political, and cultural development of both our nation and our community; and

WHEREAS, the 2025 theme of Black History Month "African Americans and Labor," highlights and celebrates the various and impactful ways that work and working of all kinds – free and unfree, skilled, and unskilled, vocational and voluntary – share common ground with the collective experiences of Black people; and

WHEREAS, the observance of Black History Month reminds us of the continued need to mitigate racism and build a harmonious community; and

WHEREAS, Hillsborough Township continues to work toward becoming a more inclusive community wherein all people are respected and recognized for their contributions and potential contributions to our community, state, country, and world; and

WHEREAS, Hillsborough Township is proud to honor the history and contributions of African Americans in our community.

NOW, THEREFORE, BE IT PROCLAIMED, that we, the Mayor and the Hillsborough Township Committee, do hereby recognize February as Black History Month.

BE IT FURTHER PROCLAIMED, that we, the Mayor and the Hillsborough Township Committee, urge all residents to recognize the contributions made by members of the African American community and to actively promote the principles of equality and liberty.

PRESENTATIONS

CONSENT

1. RESOLUTION AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS PRIOR TO ADOPTION OF 2025 BUDGET

WHEREAS, the 2025 Budget has not been adopted and additional appropriations are required in order to provide Township services until the 2025 Budget is adopted; and

WHEREAS, N.J.S.A. 40A:4-20 of the Local Budget Law authorizes the governing body by resolution adopted by a 2/3 vote of the full membership thereof to make emergency temporary appropriations for any purposes for which

appropriations may lawfully be made for the period between the beginning of the current fiscal year and the date of the adoption of the budget for said year.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the following emergency temporary appropriations be made for the year 2025:

Account Code	Description	1/2/2025 Temporary Budget	2/11/2025 Amendment	Modified Temporary Budget
01-201-20-700-200	Postage OE	\$ 0.00	\$ 1,092.00	\$ 1,092.00
01-201-36-844-280	P.E.R.S	\$ 0.00	\$ 1,432,006.00	\$ 1,432,006.00
01-201-36-847-280	P.F.R.S.	\$ 0.00	\$ 2,647,155.00	\$ 2,647,155.00
01-201-20-701-100	Administration Salary & Wage	\$ 65,479.00	\$ 0.00	\$ 65,479.00
01-201-20-701-200	Administration OE	\$ 4,750.00	\$ 0.00	\$ 4,750.00
01-201-20-702-100	Mayor & Committee S&W	\$ 9,625.00	\$ 0.00	\$ 9,625.00
01-201-20-702-200	Mayor & Committee OE	\$ 2,085.00	\$ 0.00	\$ 2,085.00
01-201-20-703-100	Clerk Salary & Wages	\$ 77,230.00	\$ 0.00	\$ 77,230.00
01-201-20-703-200	Clerk OE	\$ 15,288.00	\$ 103,000.00	\$ 118,288.00
01-201-20-705-100	Finance Salary & Wage	\$ 67,505.00	\$ 0.00	\$ 67,505.00
01-201-20-705-200	Finance OE	\$ 4,000.00	\$ 31,000.00	\$ 35,000.00
01-201-20-707-100	HR Salary & Wage	\$ 23,062.00	\$ 0.00	\$ 23,062.00
01-201-20-707-200	HR OE	\$ 5,000.00	\$ 0.00	\$ 5,000.00
01-201-20-708-100	Tax Collector Salary & Wage	\$ 34,318.00	\$ 0.00	\$ 34,318.00
01-201-20-708-200	Tax Collector OE	\$ 6,000.00	\$ 5,000.00	\$ 11,000.00
01-201-20-709-100	IT Salary & Wage	\$ 52,921.00	\$ 0.00	\$ 52,921.00
01-201-20-709-200	IT OE	\$ 20,000.00	\$ 0.00	\$ 20,000.00
01-201-20-710-100	Tax Assessor Salary & Wage	\$ 85,860.00	\$ 0.00	\$ 85,860.00
01-201-20-710-200	Tax Assessor OE	\$ 6,500.00	\$ 0.00	\$ 6,500.00
01-201-20-712-200	Legal OE	\$ 42,000.00	\$ 0.00	\$ 42,000.00
01-201-20-711-200	Central Purchasing OE	\$ 1,000.00	\$ 0.00	\$ 1,000.00
01-201-20-713-200	Human Services OE	\$ 25,000.00	\$ 0.00	\$ 25,000.00
01-201-20-714-200	Legal Outside	\$ 15,000.00	\$ 0.00	\$ 15,000.00
01-201-20-715-100	Engineering Salary & Wage	\$ 115,195.00	\$ 0.00	\$ 115,195.00
01-201-20-715-200	Engineering OE	\$ 15,000.00	\$ 0.00	\$ 65,000.00
01-201-20-719-200	Public Meeting Recording	\$ 10,000.00	\$ 0.00	\$ 10,000.00
01-201-20-722-100	EBDC Salary & Wage	\$ 29,778.00	\$ 0.00	\$ 29,778.00
01-201-20-722-200	EBDC OE	\$ 1,000.00	\$ 0.00	\$ 1,000.00
01-201-21-720-100	Planing & Zoning S & W	\$ 105,450.00	\$ 0.00	\$ 105,450.00
01-201-21-720-200	Planning & Zoning OE	\$ 26,750.00	\$ 0.00	\$ 26,750.00
01-201-22-725-100	Construction Salary & Wage	\$ 324,130.00	\$ 0.00	\$ 324,130.00
01-201-22-725-200	Construction OE	\$ 9,000.00	\$ 0.00	\$ 9,000.00
01-201-23-731-200	Other Insurance OE	\$ 505,000.00	\$ 0.00	\$ 505,000.00
01-201-23-733-200	Group Insurance OE	\$ 1,030,000.00	\$ 360,000.00	\$ 1,390,000.00
01-201-23-734-200	Unemployment Comp OE	\$ 30,000.00	\$ 0.00	\$ 30,000.00
01-201-25-745-100	Police Salary & Wage	\$ 2,500,000.00	\$ 0.00	\$ 2,500,000.00
01-201-25-745-200	Police OE	\$ 180,000.00	\$ 0.00	\$ 180,000.00
01-201-25-747-100	OEM Salary & Wage	\$ 19,970.00	\$ 0.00	\$ 19,970.00
01-201-25-747-200	OEM OE	\$ 7,800.00	\$ 5,500.00	\$ 13,300.00
01-201-25-757-100	Municipal Prosecutor S & W	\$ 70,002.00	\$ 0.00	\$ 70,002.00
01-201-26-764-100	DPW Salary & Wage	\$ 476,690.00	\$ 0.00	\$ 476,690.00
01-201-26-764-200	DPW OE	\$ 93,250.00	\$ 0.00	\$ 93,250.00
01-201-26-767-100	DPW Motor Vehicle S & W	\$ 60,155.00	\$ 0.00	\$ 60,155.00
01-201-26-767-200	DPW Motor Vehicle OE	\$ 44,960.00	\$ 0.00	\$ 44,960.00
01-201-26-768-100	DPW Stormwater S & W	\$ 24,294.00	\$ 0.00	\$ 24,294.00
01-201-26-768-200	DPW Stormwater OE	\$ 4,000.00	\$ 0.00	\$ 4,000.00

01-201-26-769-100	DPW Snow Removal S & W	\$ 45,000.00	\$ 45,000.00	\$ 90,000.00
01-201-26-769-200	DPW Snow Removal OE	\$ 100,000.00	\$ 175,000.00	\$ 275,000.00
01-201-26-772-200	DPW Buildings & Grounds OE	\$ 90,000.00	\$ 90,000.00	\$ 180,000.00
01-201-26-774-200	Recycling OE	\$ 111,000.00	\$ 0.00	\$ 111,000.00
01-201-26-775-100	Annual Cleanup S & W	\$ 0.00	\$ 1,000.00	\$ 1,000.00
01-201-26-775-200	Annual Cleanup OE	\$ 10,000.00	\$ 0.00	\$ 10,000.00
01-201-27-345-100	Social Services S & W	\$ 79,115.00	\$ 0.00	\$ 79,115.00
01-201-27-345-200	Social Services OE	\$ 7,000.00	\$ 0.00	\$ 7,000.00
01-201-27-785-100	Board of Health S & W	\$ 128,605.00	\$ 0.00	\$ 128,605.00
01-201-27-785-200	Board of Health OE	\$ 17,500.00	\$ 0.00	\$ 17,500.00
01-201-27-788-200	Dog Regulation OE	\$ 0.00	\$ 16,000.00	\$ 16,000.00
01-201-27-789-200	Wildlife Management	\$ 3,000.00	\$ 0.00	\$ 3,000.00
01-201-28-795-100	Recreation Salary & Wage	\$ 33,200.00	\$ 0.00	\$ 33,200.00
01-201-28-795-200	Recreation OE	\$ 1,000.00	\$ 0.00	\$ 1,000.00
01-201-28-796-100	Parks Salary & Wages	\$ 210,500.00	\$ 0.00	\$ 210,500.00
01-201-28-796-200	Parks OE	\$ 61,750.00	\$ 0.00	\$ 61,750.00
01-201-30-797-200	Celebration of Public Events	\$ 15,000.00	\$ 0.00	\$ 15,000.00
01-201-31-824-000	Fire Hydrants	\$ 231,000.00	\$ 0.00	\$ 231,000.00
01-201-31-825-000	Electric	\$ 417,995.00	\$ 0.00	\$ 417,995.00
01-201-31-828-000	Water	\$ 24,000.00	\$ 48,000.00	\$ 72,000.00
01-201-31-829-000	Heating Fuels	\$ 2,000.00	\$ 2,500.00	\$ 4,500.00
01-201-31-832-000	Sewer	\$ 1,200.00	\$ 0.00	\$ 1,200.00
01-201-31-833-000	Gas & Diesel	\$ 78,750.00	\$ 0.00	\$ 78,750.00
01-201-31-836-200	Cell Phones	\$ 5,000.00	\$ 0.00	\$ 5,000.00
01-201-31-839-200	Telecommunication	\$ 49,000.00	\$ 0.00	\$ 49,000.00
01-201-36-846-200	Social Security	\$ 320,000.00	\$ 0.00	\$ 320,000.00
01-201-36-846-200	DCRP	\$ 5,500.00	\$ 0.00	\$ 5,500.00
01-201-42-705-100	Finance Shared Service S&W	\$ 9,000.00	\$ 0.00	\$ 9,000.00
01-201-42-785-100	Health Officer Shared Svc S&W	\$ 0.00	\$ 750.00	\$ 750.00
01-201-42-855-100	Municipal Court Salary & Wage	\$ 157,000.00	\$ 0.00	\$ 157,000.00
01-201-42-855-200	Municipal Court OE	\$ 5,500.00	\$ 0.00	\$ 5,500.00
01-201-42-856-280	Special Duty Officers for Court	\$ 0.00	\$ 10,000.00	\$ 10,000.00
01-201-45-873-200	Interest on Notes	\$ 120,000.00	\$ 220,000.00	\$ 340,000.00
01-201-45-875-200	Principle on Notes	\$ 316,264.00	\$ 0.00	\$ 316,264.00
01-201-45-878-200	NJEIT Loan Payment	\$ 25,000.00	\$ 0.00	\$ 25,000.00
Total Temporary Appropriations		\$ 8,924,926.00	\$ 5,193,003.00	\$ 14,117,929.00

2. RESOLUTION TO REFLECT THE CORRECT ANNUAL SALARY FOR JUSTIN HARTMANN, PUBLIC WORKS WORKER I

WHEREAS, per union contract, the annual salary for Public Works Worker I is \$39,119; and

WHEREAS, the starting annual salary for Justin Hartmann is \$39,119, effective January 29, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the annual salary for Justin Hartmann is \$39,119 effective January 29, 2025.

3. RESOLUTION AUTHORIZING RELEASE OF ENGINEERING INSPECTION FEES FOR VILLAGE POINT PROJECT

WHEREAS, funds were deposited with the Township for engineering inspection fees for the Village Point Project; and

WHEREAS, the Engineering Director certifies that the project has been satisfactorily completed and recommends:
(1) the release of \$215.40 to the Township for engineering inspections performed; and (2) the release of \$8,157.90

to 3 Ronson, LLC, care of Asset Management Consultants.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the recommendations of the Engineering Director are hereby accepted and approved.

4. RESOLUTION AUTHORIZING RELEASE OF CASH ESCROW IN THE AMOUNT OF \$150.00 TO ACE PLUMBING & HEATING FOR ROAD OPENING PERMIT NO. 2023-69

WHEREAS, a cash escrow in the amount of \$150.00 was posted for Road Opening Permit No. 2023-69; and

WHEREAS, the Engineering Director certifies all work has been satisfactorily completed and recommends the release of the cash escrow in the amount of \$150.00 to Ace Plumbing & Heating for Road Opening Permit No. 2023-69.

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 Engineering Director is hereby accepted and approved.

5. RESOLUTION AUTHORIZING CONTRACT WITH GOOSE RUNNERS, LLC, FOR GEESE CONTROL AT AVM PARK

WHEREAS, the Township of Hillsborough solicited quotes for environmentally friendly geese control at AVM Park and three (3) responses were received as follows:

Goose Runners LLC	\$16,200.00
Geese Management	\$22,800.00
Geese Chasers LLC	\$20,388.00

WHEREAS, the Director of Parks & Recreation and the Township Qualified Purchasing Agent recommend the award of a 12-month service agreement to Goose Runners, LLC, in an amount not to exceed \$16,200.00 for environmentally friendly geese control at AVM Park for the period March 1, 2025, through February 28, 2026; and

WHEREAS, funds will be available in the 2025 budget through account #01-201-28-796-201 (requisition #2308757) and have been certified as such by the Chief Finance Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby authorizes a contract with Goose Runners, LLC, in an amount not to exceed \$16,200.00 for environmentally friendly geese control at AVM Park for the period March 1, 2025, to February 28, 2026.

6. RESOLUTION AUTHORIZING SUBMISSION OF A FY-2026 GRANT APPLICATION TO THE NEW JERSEY STATE COUNCIL ON THE ARTS OF CREATIVE AGING INITIATIVE

WHEREAS, the New Jersey Department State Council on the Arts through its Creative Aging Initiative Grant (CAI) provides non-matching grant funds of \$10,000 to eligible arts organizations, libraries, veterans homes, senior and community centers, colleges/universities, and local governments to cover costs for arts learning experiences with New Jersey older adults aged 55 and over; and

WHEREAS, successful applicants will receive \$10,000 of funding for each year of the two-year grant cycle for years 2026 and 2027, pending available resources up to \$20,000; and

WHEREAS, the Township Committee of the Township of Hillsborough desires to apply for and obtain a grant from the New Jersey Department State Council on the Arts in the amount of \$20,000.00 to run arts programming led by a certified instructor over the next two years to benefit older adults aged 60+ within the Hillsborough Community.

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

1. It hereby authorizes the submission of an application for such a grant.
2. It recognizes that no match is required.
3. It recognizes and accepts that the Council on the Arts may offer a lesser or greater amount, or choose to fund only one year of programming, and therefore, upon receipt of the grant agreement from the New Jersey State Council on the Arts, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Council, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Hillsborough and the New Jersey State Council on the Arts.
4. The Township Administrator is authorized to sign the application, agreement and all documents required to obtain said grant.

7. RESOLUTION RATIFYING AND CONFIRMING THE PURCHASE OF BULK ROCK SALT FOR PUBLIC WORKS THROUGH THE SOMERSET COUNTY Cooperative In An Amount Not To Exceed \$37,920.00

WHEREAS, the Director of the Department of Public Works requested authorization for the purchase of bulk rock salt; and

WHEREAS, Atlantic Salt, Inc., provided these materials through the Somerset County Cooperative Contract #CC-0054-24 of which the Township of Hillsborough is a member in an amount not to exceed \$37,920.00; and

WHEREAS, funds are available in the 2025 Municipal Budget and have been certified as such by the Chief Finance Officer through Account #12-296-56-769-940 for \$37,920.00 (Requisition #2308813)

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 bulk rock salt from Atlantic Salt, Inc., through the Somerset County Cooperative Contract #CC-0054-24 in an amount not to exceed \$37,920.00 is hereby authorized.

8. RESOLUTION AUTHORIZING THE PURCHASE OF BULK ROCK SALT FOR PUBLIC WORKS THROUGH THE SOMERSET COUNTY Cooperative In An Amount Not To Exceed \$90,000.00

WHEREAS, the Director of the Department of Public Works requests authorization for the purchase of bulk rock salt; and

WHEREAS, Atlantic Salt, Inc., provides these materials through the Somerset County Cooperative Contract #CC-0054-24 of which the Township of Hillsborough is a member in an amount not to exceed \$90,000.00; and

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

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the purchase of bulk rock salt from Atlantic Salt, Inc., through the Somerset County Cooperative Contract #CC-0054-24 in an amount not to exceed \$90,000.00 is hereby authorized.

9. RESOLUTION AUTHORIZING THE PURCHASE OF AMMUNITION FOR THE POLICE DEPARTMENT THROUGH NEW JERSEY STATE CONTRACT

WHEREAS, the Chief of the Police has requested authorization to purchase ammunition; and

WHEREAS, Eagle Point Gun/TJ Morris & Sons offers the ammunition through the New Jersey State Contract #17-FLEET-00721 in an amount not to exceed \$23,026.97; and

WHEREAS, funds are available in the 2025 municipal budget and have been certified as such by the Chief Finance Officer through Account #01-201-25-745-260 (Requisition #2308839).

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 ammunition from Eagle Point Gun/TJ Morris & Sons, through the New Jersey State Contract #17-FLEET-00721 in an amount not to exceed \$23,026.97 is hereby authorized.

10. RESOLUTION AUTHORIZING THE ASSISTANT DIRECTOR OF PARKS AND RECREATION TO FILL OPEN POSITION FOR RECREATION PROGRAMS

WHEREAS, there is a need to hire part-time staff to support the Hillsborough Township Recreation programs; and

WHEREAS, the Assistant Director of Recreation recommends the hiring of the following individual(s).

Name	Program	Position	Hourly Rate	Effective Date
Brian Dabek	Spring Soccer	Soccer Referee	\$20/hr	3/1/2025

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the authorization of the Assistant Director of Recreation to hire part-time staff to support Hillsborough Township Recreation Programs is hereby accepted and approved.

11. RESOLUTION IN SUPPORT OF THE ENACTMENT OF THE LEGISLATION BILL SCR-81/ACR-58 AIMED AT INCREASING THE NEW JERSEY VETERANS PROPERTY TAX DEDUCTION TO \$2,500

WHEREAS, the Veterans property tax deduction, currently set at \$250, has not been increased in over twenty years, while property taxes continue to increase; and

WHEREAS, the amount of the deduction can only be changed by a Constitutional amendment approved by the voters of the state. The legislation to put that referendum on the ballot, SCR-81/ACR 58, has bi-partisan sponsorship in the New Jersey Legislature; and

WHEREAS, under the State Constitution both houses of the state legislature must approve the bills either by super majority votes or in consecutive years, so time is of the essence for the legislation to be voted on by the legislature in 2024 and again in 2025, in order for the referendum to be on the 2025 ballot; and

WHEREAS, according to the legislation, Veterans who are honorably discharged from active service in a branch of the United States Armed Forces qualify for the deduction. A qualified veteran's surviving spouse would receive the deduction after the qualified veteran dies; and

WHEREAS, the legislation calls for the proposed increase in the property tax deduction to be phased in over a four-year period and the state would provide municipalities with funding to offset the tax revenue reduction.

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 Township Committee support the enactment of the Legislation Bill SCR-81/ACR-58.

12. RESOLUTION AUTHORIZING THE HIRING OF JOSHUA DARRAGH AND ZHIYUE TIM WANG TO THE POSITION OF TEMPORARY PART TIME MASTER PLAN ASSISTANT

WHEREAS, due to an employee resignation, there exists a vacancy in the position of Temporary Part-Time Master Plan Assistant; and

WHEREAS, the Director of Planning & Zoning recommends the hiring of Joshua Darragh and Zhiyue Tim Wang as Part-Time Master Plan Assistants, each at an hourly rate of \$18 per hour, collectively working no more than 116 hours per month; and

WHEREAS, Mr. Darragh's start date will be February 13, 2025 and Mr. Wang's start date will be February 19, 2025, pending receipt of employment eligibility documentation.

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

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

Committeewoman Hand asked regarding resolution #1 how the township is tracking against the budget.

Committeeman Lipani responded that this is mostly wages and numerous snow removals. Additional snow removals has a significant impact on the budget. It is not uncommon to not have an approved budget at this time in government.

Committeewoman Hand asked regarding resolution #5 about Goose Runners, why is it only at AVM Park?

Committeewoman Hand asked regarding resolution #10 why the Assistant Director is able to hire personnel.

Attorney Willard and Township Clerk Brake explained that the Assistant Director is making recommendations. The Committee does the hiring.

Committeewoman Hand asked regarding resolution #11 as to why the Committee is commenting on it now.

Committeewoman Lipani stated he believes the State was just asking for bipartisan support.

Mayor Ciccarelli commented on resolution #6 demonstrates our commitment to the seniors and #11 shows continued support to veterans.

PUBLIC HEARINGS

1. 2025-01 ORDINANCE TO AMEND AN ORDINANCE ENTITLED "SALARY RANGE ORDINANCE" SETTING FORTH THE SALARY RANGES FOR THE CLASSIFICATIONS SET FORTH IN SAID ORDINANCE

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

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

CLASSIFICATION	MIN	MAX	DEPT	TYPE
Committeepersons	\$3,500	\$10,000	Administration	Non-Union
Township Administrator	\$50,000	\$210,000	Administration	Non-Union
Executive Assistant - Administration	\$35,000	\$65,000	Administration	Non-Union
Human Resources Director	\$45,000	\$95,000	Administration / HR	Non-Union
Human Resources Manager	\$45,000	\$95,000	Administration / HR	Non-Union
Part-Time Floater	\$15.13/Hr.	\$22.00/Hr.	Administration / HR	Part-Time

IT Director	\$41,000	\$125,000	Administration / IT	Non-Union
IT Assistant Director	\$35,000	\$65,000	Administration / IT	Non-Union
Part-Time Technology Support	\$15.13/Hr.	\$30.00/Hr.	Administration / IT	Part-Time
OEM Director	\$45,000	\$95,000	Administration / Police	Non-Union
Township Clerk/PIO	\$20,000	\$130,000	Administration / Township Clerk	Non-Union
Deputy Clerk	\$20,000	\$80,000	Administration / Township Clerk	Non-Union
Office Assistant / Multimedia Specialist	\$20,000	\$50,000	Administration / Township Clerk	Non-Union
Part-Time Receptionist	\$15.13/Hr.	\$22.00/Hr.	Administration / Township Clerk	Part-Time
Special Projects Coordinator	\$1,000	\$5,000	Administration	Non-Union
~~Asst. to Municipal Clerk~~	~~\$35,000~~	~~\$65,000~~	~~Administration Township Clerk~~	~~Non-Union~~
Construction Official	\$48,000	\$150,000	Building	Non-Union
Building Sub Code Official / Supervisor	\$48,000	\$115,000	Building	Non-Union
Assistant Building Sub Code Official	\$48,000	\$95,000	Building	Non-Union
Part-Time Inspector	\$25.00/Hr.	\$40.00/Hr.	Building	Part-Time
Part-Time Technical Assistant	\$15.13/Hr.	\$30.00/Hr.	Building	Part-Time
Use of License in 2nd Discipline	\$2,500	\$5,000	Building	Stipend
Acting Construction Official	\$1,500	\$5,000	Building	Stipend
~~Director Building Department~~	~~\$48,000~~	~~\$150,000~~	~~Building~~	~~Non-Union~~
Economic and Business Development Director	\$15,000	\$95,000	Economic & Business Development	Non-Union
Part-Time Outreach Support Specialist	\$15.13/Hr.	\$22.00/Hr.	Economic & Business Development	Part-Time
Director of Engineering	\$10,000	\$130,000	Engineering	Non-Union
~~Township Engineer~~	~~\$10,000~~	~~\$125,000~~	~~Engineering~~	~~Non-Union~~
Health Officer	\$47,000	\$125,000	Health	Non-Union
Director of Environmental Programs	\$45,000	\$105,000	Health	Non-Union
Deputy Director Envir. & Public Health Programs	\$38,000	\$79,024	Health	Non-Union
Registered Environmental Health Specialist	\$45,000	\$74,601	Health	Non-Union
Millstone Health Liaison	\$2,000	\$6,000	Health	Stipend
Part-Time Property Maint/Code Enforcement/ Deputy Zoning Officer	\$15.13/Hr.	\$31.00/Hr.	Health / Planning & Zoning	Part-Time
Recycling Coordinator	\$2,000	\$6,000	Health	Stipend
Assistant Recycling Coordinator	\$1,000	\$5,000	Health	Stipend
Registrar	\$1,000	\$4,000	Health	Stipend
Deputy Registrar	\$1,000	\$2,000	Health	Stipend
Court Administrator	\$45,000	\$105,000	Municipal Court	Non-Union
Deputy Court Administrator	\$38,000	\$80,000	Municipal Court	Non-Union
Municipal Judge	\$15,000	\$85,000	Municipal Court	Non-Union
Part-Time Violations Technician	\$15.13/Hr.	\$30.00/Hr.	Municipal Court	Part-Time
Municipal Prosecutor	\$10,000	\$105,000	Municipal Court / Police	Non-Union

After Hours ECDR Processing	\$2,000	\$5,000	Municipal Court	Stipend
Public Defender	\$1,000	\$25,000	Municipal Court	Stipend
Shared Court Stipend	\$2,000	\$50,000	Municipal Court	Stipend
Director of Planning & Zoning	\$47,000	\$125,000	Planning & Zoning	Non-Union
Assistant Director of Planning and Zoning / Zoning Official	\$45,000	\$95,000	Planning & Zoning	Non-Union
Assistant Planner/Sustainability Program Manager	\$45,000	\$95,000	Planning & Zoning	Non-Union
GIS Specialist/Assistant Planner	\$45,000	\$95,000	Planning & Zoning	Non-Union
Part-Time Recording Secretary	\$15.13/Hr.	\$22.00/Hr.	Planning & Zoning	Non-Union
Police Chief	\$125,000	\$240,000	Police	Non-Union
Police Captain	\$120,000	\$200,000	Police	Non-Union
Police Lieutenant	\$115,000	\$190,000	Police	Non-Union
Police Sergeant	\$114,006	\$154,599	Police	PBA Local 205
Police Corporal	\$106,881	\$140,546	Police	PBA Local 205
Police Officer	\$46,508	\$133,854	Police	PBA Local 205
Executive Assistant - Chief of Police	\$35,000	\$65,000	Police	Non-Union
Police Chief Secretary	\$35,000	\$80,000	Police	Non-Union
Office Manager - Police	\$35,000	\$65,000	Police	Non-Union
Police Operations Assistant	\$35,000	\$65,000	Police	Non-Union
IT Director Police Dept.	\$40,000	\$145,000	Police	Non-Union
IT Manager Police Dept.	\$40,000	\$145,000	Police	Non-Union
Special Officers	\$15.13/Hr.	\$28.00/Hr.	Police	Part-Time
Crossing Guards	\$15.13/Hr.	\$22.00/Hr.	Police	Part-Time
Part-Time Police Support Technician	\$15.13/Hr.	\$31.00/Hr.	Police	Part-Time
Police Property Manager	\$20.00/Hr.	\$28.00/Hr.	Police	Part-Time
Part-Time Technology Support	\$15.13/Hr.	\$30.00/Hr.	Police	Part-Time
Director Public Works	\$47,000	\$135,000	Public Works	Non-Union
Supervisor of Public Works	\$45,000	\$115,000	Public Works	Non-Union
Assistant Supervisor of Public Works	\$38,000	\$95,000	Public Works	Non-Union
Working Foreman Public Works/Parks	\$62,000	\$80,000	Public Works/Parks	Non-Union
Assistant Supervisor of Building Maintenance	\$4,500	\$100,000	Public Works	Non-Union
Office Manager - Public Works/Parks	\$35,000	\$65,000	Public Works/Parks	Non-Union
Part-Time Building Maintenance	\$15.13/Hr.	\$28.00/Hr.	Public Works	Part-Time
Arborist	\$59,012	\$75,000	Public Works	Teamsters Local 469
Sign Shop Operator	\$59,012	\$75,000	Public Works	Teamsters Local 469
Equipment Operator/Mechanic/Journeyman/Welder (I)	\$63,253	\$80,000	Public Works/Parks	Teamsters Local 469
Equipment Operator/Mechanic/Journeyman/Welder (II)	\$69,417	\$95,000	Public Works/Parks	Teamsters Local 469
Public Works Worker 1-4	\$36,326	\$85,000	Public Works/Parks	Teamsters Local 469
Director Parks, Recreation, and Social Services	\$55,000	\$135,000	Parks / Recreation / Social Services	Non-Union
Director Recreation	\$55,000	\$120,000	Recreation	Non-Union

Director Social Services	\$55,000	\$120,000	Social Services	Non-Union
Director Parks	\$55,000	\$120,000	Recreation	Non-Union
~~Director Parks and Recreation~~	~~\$55,000~~	~~\$105,000~~	~~Recreation~~	~~Non-Union~~
Assistant Director of Recreation	\$38,000	\$85,000	Recreation	Non-Union
Assistant Director of Social Services	\$38,000	\$85,000	Social Services	Non-Union
Supervisor of Parks	\$45,000	\$115,000	Parks	Non-Union
Assistant Supervisor of Parks	\$38,000	\$95,000	Parks	Non-Union
Senior Dance Instructor	\$ 25.00/Hr.	\$ 35.00/Hr.	Social Services	Part-Time
Senior Wellness Instructor	\$ 25.00/Hr.	\$ 35.00/Hr.	Social Services	Part-Time
Tax Assessor	\$47,000	\$150,000	Tax Assessor	Non-Union
Deputy Assessor	\$45,000	\$95,000	Tax Assessor	Non-Union
Assistant Manager - Tax Assessor	\$55,000	\$85,000	Tax Assessor	Non-Union
Director of Finance / CFO / Treasurer	\$10,000	\$150,000	Tax Collection / Treasurer	Non-Union
Tax Collector / Payroll Manager	\$10,000	\$120,000	Tax Collection / Treasurer	Non-Union
Part-Time Assistant to Tax Collector	\$15.13/Hr.	\$22.00/Hr.	Tax Collection / Treasurer	Part-Time
Part Time Assistant to CFO	\$15.13/Hr.	\$22.00/Hr.	Tax Collection / Treasurer	Part-Time
PACO	\$1,000	\$5,000	Tax Collection / Treasurer	Stipend
QPA	\$1,000	\$5,000	Tax Collection / Treasurer	Stipend
Class I	\$35,000	\$85,000	All Departments	AFSCME Union
Grade 12	\$41,333	\$105,625	All Departments	AFSCME Union
Grade 11	\$44,338	\$113,278	All Departments	AFSCME Union
Grade 10	\$47,831	\$122,237	All Departments	AFSCME Union
Part-Time Office Assistant	\$15.13/Hr.	\$22.00/Hr.	All Departments	Part-Time
Shared Services	\$1,000	\$2,000	All Departments	Stipend
Translation Services	\$1,000	\$1,500	All Departments	Stipend
Special Projects	\$1,000	\$5,000	All Departments	Stipend
~~Part-Time Administrative Assistant~~	~~\$15.13/Hr.~~	~~\$22.00/Hr.~~	~~Public Works/Parks~~	~~Part-Time~~
~~Clerk Part-Time~~	~~\$15.13/Hr.~~	~~\$22.00/Hr.~~	~~Administration~~	~~Part-Time~~
Director	\$55,000	\$150,000	All Departments	Non-Union
Assistant Director	\$45,000	\$125,000	All Departments	Non-Union
Supervisor	\$38,000	\$95,000	All Departments	Non-Union
Assistant Manager	\$45,000	\$95,000	All Departments	Non-Union
Assistant Supervisor	\$38,000	\$95,000	All Departments	Non-Union
Manager	\$45,000	\$95,000	All Departments	Non-Union
Office Manager	\$45,000	\$95,000	All Departments	Non-Union
Program Manager	\$38,000	\$65,000	All Departments	Non-Union

Upon a motion by Committeeman Shawn Lipani, seconded by Deputy Mayor Catherine Payne, to open the public hearing on Ordinance 2025-01, the motion was unanimously approved upon the call of the roll.

Deputy Mayor Payne asked to confirm that there are no new roles.

Committeeman Lipani confirmed that.

Committeewoman Hand inquired as to the wide salary band.

Township Clerk Brake and Committeeman Lipani explained the salaries are reviewed frequently.

Upon a motion by Deputy Mayor Catherine Payne, seconded by Committeeman Shawn Lipani, to close the public hearing and adopt Ordinance 2025-01, the motion was approved upon the call of the roll.

INTRODUCTION OF NEW ORDINANCES

1. 2025-03 ORDINANCE AUTHORIZING EXECUTION OF SANITARY SEWER EASEMENT WITH DOG DAYS DAYCARE CENTER FOR INSTALLATION OF A LOW PRESSURE SANITARY SEWER FORCE MAIN WITHIN THE ROYCEFIELD ROAD RIGHT OF WAY TO CONNECT THEIR PROPERTY TO THE PUBLIC SANITARY SEWER SYSTEM. FURTHER CONSIDERATION OF THIS ORDINANCE AND PUBLIC HEARING WILL BE HELD ON MARCH 11, 2025.

WHEREAS, Dog Days Daycare Center, LLC, is the owner of the property identified as 281 Roycefield Road, Block 143, Lots 10 and 10.02, following consolidation Block 143, Lot 10.03, Hillsborough Township, Somerset County, New Jersey (“Property”); and

WHEREAS, Application BA-22-07 was filed with the Hillsborough Board of Adjustment (“Board”) for preliminary and final major site plan approval for the expansion of existing facilities at the Property for dog daycare, boarding, grooming and training purposes including a 3,078 square foot pool house building, a 5,616 square foot training center with employee apartment and a 720 square foot outdoor dog run and the consolidation of Lots 10 and 10.02 to create a Lot 10.03; and

WHEREAS, on March 1, 2023, the Board adopted a memorializing Resolution approving the Application; and

WHEREAS, the Property is currently serviced by a septic system; and

WHEREAS, Dog Days Daycare Center submitted plans to the Township of Hillsborough Municipal Utilities Authority (“HMUA”) requesting approval to connect the Property to the public sanitary sewer system via installation of a low pressure sanitary sewer force main within the Roycefield Road right of way to the existing sanitary sewer facilities located in Vincent’s Lane as depicted in the “Sanitary Sewer Force Main Extension” plan prepared by The Reynolds Group; and

WHEREAS, on June 26, 2024, the HMUA adopted a memorializing Resolution approving the request to connect the Property to the public sanitary sewer system subject to various conditions; and

WHEREAS, a condition of the HMUA approval requires Dog Days Daycare Center to obtain approval from the Township for the installation and maintenance of a low pressure sanitary sewer force main within the public right of way; and

WHEREAS, the Township Attorney has prepared a Sanitary Sewer Easement that authorizes Dog Days Daycare to install and maintain a low pressure sanitary sewer force main within the public right as depicted in the “Sanitary Sewer Force Main Extension” plan prepared by The Reynolds Group.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that: (1) the Mayor and Clerk are authorized to execute a Sanitary Sewer Easement permitting Dog Days Daycare to install and maintain a low pressure sanitary sewer force main within the Roycefield Road right of way to the existing sanitary sewer facilities located in Vincent’s Lane as depicted in the “Sanitary Sewer Force Main Extension” plan prepared by The Reynolds Group; (2) the Township Attorney is

authorized to record the Sanitary Sewer Easement with the Somerset County Clerk; and (3) this Ordinance shall take effect upon adoption and publication according to law.

Upon a motion by Deputy Mayor Catherine Payne, seconded by Committeeman Shawn Lipani, to introduce Ordinance 2025-03. Further Consideration Of This Ordinance and Public Hearing Will Be Held On March 11, 2025., the motion was unanimously approved upon the call of the roll.

CLAIMS LIST

1. CLAIMS LIST 25-03

Mayor Ciccarelli asked to approve Claims List 2025-03.

Upon a motion by Deputy Mayor Catherine Payne, seconded by Committeeman Shawn Lipani, Claims List 2025-03, was approved upon the call of the roll.

NEW BUSINESS

None

PUBLIC COMMENT ON NEW BUSINESS AND MATTERS NOT ON THE AGENDA

Township Clerk Sarah Brake stated the following. The Township Committee welcomes input from the public. Please state your name and address and please spell your name for the record. You will be given one three minute allotment for your comments. Please understand that this public forum is not structured as a question and answer session. Comments are to be addressed to the Mayor. Again, please keep your comments to three minutes. Thank you.

None

EXECUTIVE SESSION

1. RESOLUTION AUTHORIZING EXECUTIVE SESSION

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 the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
 - Warehouse Ordinance Litigation - Larken; Hillsborough RB; Homestead Road, Valley Industrial Partners; Shockley; Hillsborough Industrial
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.

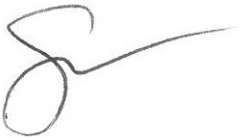
Upon a motion by Deputy Mayor Catherine Payne, seconded by Committeeman Shawn Lipani, Resolution Authorizing Executive Session the aforesaid resolution was unanimously approved upon call of the role. The Township Committee went into Executive Session at 8:20 pm.

Upon a motion by Committeeman Shawn Lipani, seconded by Deputy Mayor Catherine Payne, the public meeting was re-opened at 9:45 pm.

ADJOURNMENT

Upon a motion by Committeeman Shawn Lipani, seconded by Committeewoman Samantha Hand, the meeting duly adjourned at 9:46 pm. Said motion was unanimously carried upon voice vote.

Attested:

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

Sarah Brake
Township Clerk