

Minutes of the January 27, 2026 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 January 27, 2026.

CALL OF THE ROLL

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

SALUTE TO THE FLAG

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:
 - o Litigation/Attorney Client Privilege - Affordable Housing
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 Shawn Lipani, seconded by Committeeman Robert Britting, the aforesaid resolution was unanimously approved upon call of the role. The Township Committee went into Executive Session at 6:35 pm.

Upon a motion by Committeeman Robert Britting, seconded by Committeewoman Samantha Hand, the public meeting was re-opened at 7:30 pm.

MAYOR STATES

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, January 27, 2026. Executive Session, if deemed necessary, to begin at 6:30 pm.

APPROVAL OF MINUTES

1. OCTOBER 14, 2025 REGULAR MEETING MINUTES

Upon a motion by Committeewoman Samantha Hand, seconded by Committeeman Robert Britting, the October 14, 2025 Regular Meeting Minutes were approved upon the call of the roll. Committeewoman Jill Gomez abstained.

2. NOVEMBER 25, 2025 REGULAR MEETING MINUTES

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeewoman Samantha Hand, the November 25, 2025 Regular Meeting Minutes were approved upon the call of the roll. Committeeman Robert Britting and Committeewoman Jill Gomez abstained.

3. DECEMBER 9, 2025 EXECUTIVE SESSION MINUTES

Upon a motion by Committeewoman Samantha Hand, seconded by Deputy Mayor Shawn Lipani, the December 9, 2025 Executive Session Minutes were approved upon the call of the roll. Committeewoman Jill Gomez abstained.

4. DECEMBER 9, 2025 REGULAR MEETING MINUTES

Upon a motion by Committeeman Robert Britting, seconded by Committeewoman Samantha Hand, the December 9, 2025 Regular Meeting Minutes were approved upon the call of the roll. Committeewoman Jill Gomez abstained.

5. DECEMBER 15, 2025 SPECIAL MEETING MINUTES AND DECEMBER 15, 2025 EXECUTIVE MEETING MINUTES

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeewoman Samantha Hand, the December 15, 2025 Special Meeting Minutes and the Executive Session Minutes were approved upon the call of the roll. Committeewoman Jill Gomez abstained.

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

Committeeman Britting

Committeeman Britting highlighted new business Bagel Bazaar.

Committeeman Britting advised that Recreation Summer Camp 2026 is open for registration.

Committeeman Britting further advised that Hillsborough Recreation 2026 Spring programs are open for registration.

Committeeman Britting stated his thoughts and prayers go out to Iron Peak for the damage to the dome during the storm.

Committeeman Britting informed residents that donations to the Community Assistance Network C.A.N. food pantry have dropped down significantly since the holidays.

Committeewoman Gomez

Committeewoman Gomez reminded residents that it's time to renew dog licenses. The deadline is February 28th to avoid late charges.

Committeewoman Gomez relayed that Children's Week is happening now through January 30th in Hillsborough. The event highlights programs, activities, and services for children.

Committeewoman Gomez announced that Hillsborough is hiring.

Committeewoman Gomez stated that the Assessor's 2026 Tax List will be finalized on February 17, 2026 and the Proof Book will be available for viewing on the Assessor's webpage on February 2, 2026.

Committeewoman Gomez acknowledged Martin Luther King Jr. Day.

Committeewoman Hand

Committeewoman Hand recognized Holocaust Remembrance Day.

Committeewoman Hand reported she had the pleasure of swearing in firefighters for companies 36, 37, and 38,

Committeewoman Hand stated she attended a Hindu Heritage event at the library which was very interesting.

Committeewoman Hand advised that the Township completed paving on a portion of Bloomingdale Drive. The Township will be applying for an NJDOT grant for the remaining sections. Until then, the Department of Public Works will continue to monitor the road and repair potholes or heavily damaged areas.

Committeewoman Hand informed residents that the DPW's primary goal during winter storms is public safety, prioritizing main roads, hills, and emergency routes to ensure access for first responders. Plowing follows a set hierarchy, moving from main arteries to residential streets. Salt is applied strategically to high-traffic and high-speed areas; therefore, residents should expect some snow cover on low-speed local roads.

Deputy Mayor Lipani

Deputy Mayor Lipani echoed Committeewoman Hand's comments and advised that plowing roads all night is very taxing.

Deputy Mayor Lipani reported that Hillsborough is preparing to join the national stage in celebrating the 250th anniversary of the United States. Hillsborough is proud to debut its first interactive historic video marker introducing Hillsborough's namesake, Lord Hillsborough. The Township is also unveiling its dedicated Semiquincentennial logo which will represent the community's spirit in honoring 250 years of American independence.

Mayor Payne

Mayor Payne stated she is very proud to have approved past budgets which allowed for all the paving of roads.

Mayor Payne advised the township has plenty of salt for the upcoming storms.

Mayor Payne attended the kick off meeting of the Robo Raiders wherein they receive their instructions.

Mayor Payne reported that Hillsborough Township is again participating in the New Jersey League of Municipalities' Louis Bay II, Future Municipal Leaders Scholarship Competition to allow Hillsborough juniors and seniors to participate in this scholarship competition. Submissions are due March 9, 2026.

Mayor Payne advised that Hillsborough Township has updated its schedule to dedicate the first meeting of each month specifically to proclamations and presentations. Beyond formal meetings, the committee remains available to present honors at off-site events, including scouting ceremonies and athletic banquets.

PERSONNEL ITEMS/APPOINTMENTS

1. RESOLUTION TO RATIFY AND CONFIRM THE HIRING OF NICOLE METZEL AS FULL-TIME RECREATION PROGRAM COORDINATOR IN THE HILLSBOROUGH RECREATION DEPARTMENT

WHEREAS, there exists a vacancy in the position of Full-Time Recreation Program Coordinator in the Hillsborough Township Recreation Department; and

WHEREAS, the Director of Parks & Recreation recommends the rehiring of Nicole Metzel for this position at \$42,000.00 annual salary, starting January 20, 2026.

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 Parks & Recreation is hereby accepted and approved.

2. RESOLUTION AUTHORIZING ONE TIME STIPEND PAYMENTS

WHEREAS, the Township Administrator recommends the payment of one-time stipends to the below-noted employees; and

NAME	TITLE	REASON	AMOUNT
Robert Wagner	Director, Social Services and OEM	In accordance with Township policy for the management team, in lieu of reclaimed hours for the additional hours spent on offered programs	\$2,000.
Shelly Capell	Engineering, Office Administrator	Special Projects	\$1,500.
April Crossen	Tax Collector / Payroll Manager	Special Projects	\$1,500.
Dana Margelis	Finance Clerk / QPA / PACO / Deputy Tax Collector /Accounts Payable	Special Projects	\$1,500.
Caitlin Vaz	Engineering Support Secretary / Grant Writer	Special Projects	\$1,500.

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

3. RESOLUTION ESTABLISHING THE ANNUAL SALARIES AND WAGES OF HILLSBOROUGH TOWNSHIP POLICE DEPARTMENT CAPTAINS AND LIEUTENANTS

BE IT RESOLVED, by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the annual salaries and wages of the following employees are to be adjusted as listed below, effective January 1, 2026:

Last Name	First Name	Title	2026 Salary
CUOMO	JEREMY	Police Captain	\$199,265.00
ENGELHARDT	CHRISTOPHER	Police Lieutenant	\$186,296.00
HOWARD III	JACK	Police Lieutenant	\$186,296.00
MCCARTHY	SCOTT	Police Captain	\$199,265.00
NOWACKI	STEPHEN	Police Lieutenant	\$186,296.00
OLSZYK	HENRY	Police Lieutenant	\$186,296.00
PASCHALL	JOSEPH	Police Lieutenant	\$186,296.00

4. RESOLUTION ESTABLISHING A MEMORANDUM OF UNDERSTANDING BETWEEN HILLSBOROUGH TOWNSHIP AND HILLSBOROUGH POLICE CHIEF MICHAEL MCMAHON

WHEREAS, the Township of Hillsborough and Hillsborough Township Police Chief Michael McMahon wish to enter into a Memorandum of Understanding pertaining to Chief McMahon's employment; and

WHEREAS, the MOU is for a term beginning 1/1/2026 and ending 12/31/2028.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Mayor is authorized to execute a Memorandum of Understanding between the Township of Hillsborough and Hillsborough Police Chief Michael McMahon for a term of 3-years, beginning 1/1/2026 and ending 12/31/2028.

5. RESOLUTION GRANTING PERMANENT STATUS TO LIEUTENANT HENRY OLSZYK, SERGEANT MICHAEL LABOY, AND SERGEANT BRIAN GORKA EFFECTIVE JANUARY 8, 2026

WHEREAS, Lt. Henry Olszyk was appointed to the position of Lieutenant on July 8, 2025 for a six-month probationary period; and

WHEREAS, Sgt. Brian Gorka and Sgt. Michael Laboy were appointed to the position of Sergeant on July 8, 2025 for a six-month probationary period; and

WHEREAS, Chief of Police Mike McMahon has certified that the above-mentioned officers have successfully completed the probationary period; and

WHEREAS, Chief of Police Mike McMahon recommends that permanent status be conferred upon Lt. Henry Olszyk, Sgt. Brian Gorka and Sgt. Michael Laboy as of January 8, 2026.

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 Chief of Police are hereby accepted and approved and Lt. Henry Olszyk, Sgt. Brian Gorka and Sgt. Michael Laboy are granted permanent employee status in said positions as of January 8, 2026.

6. RESOLUTION RATIFYING AND CONFIRMING THE REHIRING OF PART-TIME POSITIONS TO SUPPORT HILLSBOROUGH 2025-2026 WINTER RECREATION PROGRAMS AND MINIMUM WAGE SALARY ADJUSTMENT FOR 2025-2026 WINTER PROGRAM EMPLOYEES

WHEREAS, there exists a need to hire part-time staff to support the Hillsborough Township 2025-2026 Winter Recreation programs; and

WHEREAS, there exists a need to adjust the per hour minimum wage rate as per the NJ Department of Labor requirement; and

WHEREAS, the Director of Parks & Recreation and the Assistant Director of Recreation recommend the rehiring and salary adjustment of the following individual(s) to support the Hillsborough Township Recreation Programs:

2025-2026 Winter Programs						
Last Name	First Name	Position	Rate	New Hire	Salary Adjustment	Rehire
Bienstock	Emily	Basketball Coach/ Scorekeeper	\$16.00		X	

Chase	Emily	Basketball Scorekeeper	\$16.00		X	
Cooper	Leo	Basketball Coach/ Scorekeeper	\$16.00		X	
Devaravar	Sid	Basketball Scorekeeper/Official	\$16.00		X	
DiChiara	Francis	Basketball Scorekeeper	\$16.00		X	
Glazewski	Gavin	Basketball Scorekeeper	\$16.00		X	
Griffith	Ariel	Basketball Scorekeeper	\$16.00		X	
Henderson	Emily	Basketball Scorekeeper	\$16.00		X	
Henderson	Nick	Basketball Scorekeeper	\$16.00		X	
Kafka	Timothy	Basketball Scorekeeper	\$16.00		X	
Kandal	David	Basketball Scorekeeper	\$16.00		X	
McCann	Taylor	Basketball Coach/ Scorekeeper	\$16.00		X	
Modesto	Briana	Basketball Scorekeeper	\$16.00			X
Siegelaub	Matthew	Basketball Coach/ Scorekeeper	\$16.00		X	
Sohnle	James	Basketball Coach	\$16.00		X	
Stroka	Elizabeth	Basketball Scorekeeper	\$16.00		X	
Watson	Ryley	Basketball Scorekeeper	\$16.00		X	

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 Director of Parks & Recreation and Assistant Director of Recreation are hereby ratified and approved.

7. RESOLUTION AUTHORIZING THE PROMOTION OF MARK JANDOLI TO THE POSITION OF BUILDING SUBCODE OFFICIAL IN THE BUILDING DEPARTMENT

WHEREAS, there exists a vacancy in the position of Building Subcode Official to the Building Department; and

WHEREAS, the Construction Official and the Township Administrator recommend the promotion of Mark Jandoli as Building Subcode Official to the Building Department at an annual salary of \$100,000.00, effective January 1, 2026.

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 Construction Official and the Township Administrator is hereby accepted and approved.

8. RESOLUTION APPOINTING JANNAH HAMEED TO SEAT 2 OF THE SUSTAINABLE HILLSBOROUGH STEERING COMMITTEE

WHEREAS, there currently exists a vacancy for the position of Seat 2 on the Township of Hillsborough Sustainable Hillsborough Steering Committee; and

WHEREAS, Jannah Hameed of the Township of Hillsborough has indicated her willingness to serve on the Sustainable Hillsborough Steering Committee.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Jannah Hameed is hereby appointed to Seat 2 on the Township of Hillsborough Sustainable Hillsborough Steering Committee.

9. RESOLUTION APPOINTING ROBERT PEASON TO ALTERNATE #2 OF THE SIGN REVIEW COMMITTEE

WHEREAS, there currently exists a vacancy for the position of Alternate #2 on the Township of Hillsborough Sign Review Committee; and

WHEREAS, Robert Peason of the Township of Hillsborough has indicated his willingness to serve on the Sign Review Committee.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Robert Peason is hereby appointed as Alternate #2 on the Township of Hillsborough Sign Review Committee.

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeeman Robert Britting, Personnel Resolutions were approved upon the call of the roll.

Committeewoman Hand corrected that Emily Henderson's salary should be \$16 rather than \$15 per hour.

Administrator Ferrera thanked the Department of Public Works and Parks for their hard work through the storms and welcomed Nicole Metzel to the Recreation Department.

CONSENT

1. RESOLUTION APPROVING CONTINUATION CERTIFICATE FOR ROAD OPENING BOND NO. 395411 FOR NEW JERSEY AMERICAN WATER

WHEREAS, in accordance with the terms of the Code of the Township of Hillsborough Chapter 259, "Streets and Sidewalks", subsection 4G, the utility company New Jersey American Water has submitted a Continuation Certificate for Road Opening Bond No. 395411, in the required amount of \$5,000.00; and

WHEREAS, this general performance guarantee for the continuous stream of road opening permits that are processed each year; and

WHEREAS, the Engineering Director recommends that the Township Committee accept the Continuation Certificate for the above-referenced Road Opening Bond subject to review by the Township Attorney; and

WHEREAS, the Township Attorney has reviewed the Continuation Certificate and finds it acceptable.

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 accepted and approved.

2. RESOLUTION AUTHORIZING PENNONI ENGINEERING TO PROVIDE DESIGN PLANS AND SPECIFICATIONS FOR FARM ROAD IMPROVEMENTS

WHEREAS, as part of the NJDOT Grant requirements for Farm Road Improvements, the Township of Hillsborough must provide plans and specifications to the NJDOT Local Aid Office; and

WHEREAS, pursuant to the contract for professional services awarded by the Township to Pennoni Engineering

through the Fair and Open procurement process (N.J.S.A. 19:44A-20.4-5 et seq.) appointing them as the Township Engineer, Pennoni Engineering has prepared a proposal dated December 17, 2025, to provide these services in an amount not to exceed \$40,300.00; and

WHEREAS, funds are available and have been certified as such by the Chief Financial Officer through account No.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Pennoni Engineering is hereby authorized to provide Design Plans and Specifications for the Farm Road Improvements in accordance with the proposal submitted in an amount to exceed \$40,300.00.

3. RESOLUTION AUTHORIZING THE TRANSFER OF EARNED AMOUNTS FROM THE SUBDIVISION AND SITE PLAN ENGINEERING TRUST ACCOUNTS TO THE TREASURER'S ACCOUNT

WHEREAS, the Engineering Director indicates inspections and engineering work have been completed for the indicated projects and recommends funds be transferred from the Engineering Inspection Escrow Accounts to the Treasurer's Account as set forth below; and

WHEREAS, each of the project line items have been verified against the Treasurer's Office account records 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 the funds set forth herein be transferred from the Engineering Escrow Accounts into the Treasurer's Account.

Name	ID	Balance
Tollprivin	20-286-56-1103-99	\$2663.20
Hills206in	20-286-56-0294-99	\$182.04
Gateway929	20-286-56-1192-99	\$2425.08
Bilkoo24in	20-286-56-1106-99	\$330.37
Harvestin	20-286-56-0278-99	\$729.00
Brightspin	20-286-56-1094-99	\$886.27
Campusonin	20-286-56-1115-99	\$57.70
Grand Total		-\$7273.66

4. RESOLUTION AUTHORIZING THE TRANSFER OF EARNED AMOUNTS FROM THE SUBDIVISION AND SITE PLAN ENGINEERING TRUST ACCOUNTS TO THE TREASURER'S ACCOUNT

WHEREAS, the Engineering Director indicates inspections and engineering work have been completed for the indicated projects and recommends funds be transferred from the Engineering Inspection Escrow Accounts to the Treasurer's Account as set forth below; and

WHEREAS, each of the project line items have been verified against the Treasurer's Office account records 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 the funds set forth herein be transferred from the Engineering Escrow Accounts into the Treasurer's Account.

Name	ID	Balance
Tollprivin	20-286-56-1103-99	\$1,254.98
GJSteelin	20-286-56-1187-99	\$201.14
Redcom/Harvard Way	20-286-56-1261-99	\$1,160.94
Yanuzzi	20-286-56-1252-99	\$370.99

Brightspin	20-286-56-1094-99	\$440.50
Rd 2025-41	20-286-56-1227-99	\$57.70
Burger King	20-286-56-1259-99	\$162.55
Grand Total		-\$3,648.80

5. RESOLUTION AUTHORIZING APPLICATION TO AND ACCEPTANCE OF THE SOMERSET COUNTY TRAILS GRANT PROGRAM

WHEREAS, Hillsborough Township desires to apply for and obtain grant funding from the Somerset County Trails Grant Program in an amount of approximately \$142,000 to carry out trail connectivity and enhancement improvements within the Township; and

WHEREAS, the proposed project includes upgrades to existing off-street walking and hiking trails connecting Pleasant View Road to Marshall Road and Terhune Lane to Beekman Lane within the Woodfield Estates neighborhood and Ann Van Middlesworth Park, including ADA-accessible paving, trail surface improvements, trail amenities, signage, and related green infrastructure enhancements; and

WHEREAS, the project is intended to improve accessibility, safety, connectivity, and public use of the Township's recreational trail network and aligns with Somerset County trail and active transportation priorities.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) the Mayor and Township Committee hereby authorize the submission of an application to the Somerset County Trails Grant Program for the above-referenced project; (2) the Township acknowledges and accepts that the Somerset County Trails Grant Program may award a lesser or greater amount than requested and upon receipt of a grant award hereby authorizes the execution of a grant agreement and the expenditure of funds in accordance with the terms and conditions set forth by Somerset County; and (3) the Mayor, Township Clerk, or their designees are hereby authorized to sign the grant application, grant agreement, and any related documents necessary to effectuate this resolution.

6. RESOLUTION AUTHORIZING SUBMISSION OF A GRANT PROPOSAL TO THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FY26 LOCAL RECREATION IMPROVEMENT GRANT PROGRAM BY HILLSBOROUGH TOWNSHIP FOR PLAYGROUND CONSTRUCTION AT VALLEY POCKET PARK

WHEREAS, the Hillsborough Township desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$100,000.00 to construct a playground at Valley Park;

THEREFORE, BE IT RESOLVED,

1) That the Hillsborough Township does hereby authorize the application for such a grant; and
 2) Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between Hillsborough Township the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized Hillsborough Township officials to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith.

Sarah Brake
Clerk

Catherine Payne
Mayor

7. Resolution Authorizing Agreement Between The County Of Somerset And Township Of Hillsborough For Recycling Pick-Up For The Period January 1, 2026 To December 31, 2026 In An Amount Not To Exceed \$478,720.00

WHEREAS, the County of Somerset provides recycling pick-up services for municipalities located within Somerset County; and

WHEREAS, the County of Somerset fee is based upon the number of households within the Municipality as determined by the County Planning Board at the rate of \$28.16 per household per year in an amount not to exceed \$478,420 per year ; and

WHEREAS, the County of Somerset and Township of Hillsborough wish to enter into an Agreement for recycling pick-up services within the Township; and

WHEREAS, funds are available and have been certified as such by the Chief Finance Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby authorizes the Mayor and Township Clerk to execute an Agreement for recycling pick up with the County of Somerset for the period January 1, 2026 to December 31, 2026 in an amount not to exceed \$478,720.00 per year.

8. RESOLUTION AUTHORIZING EXECUTION OF SETTLEMENT AND RELEASE AGREEMENT WITH CRITERION

WHEREAS, in 2023 the Township entered into a Subscription Services Agreement with Criterion for Human Resources software services; and

WHEREAS, in 2025 the Township terminated the Agreement with Criterion; and

WHEREAS, Criterion contends the Township owes \$18,492.60 plus accrued and unpaid interest under the existing Agreement; and

WHEREAS, the Township disputes Criterion's claim for payment; and

WHEREAS, in order to avoid the costs and uncertainty of litigation, the parties have negotiated a settlement of the disputed claim wherein the Township has agreed to pay and Criterion has agreed to accept payment in the amount of \$2,500.00 in full and final satisfaction of all claims of or arising out of the Subscription Services Agreement.

NOW, THEREFORE, BE IT RESOLVED 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 Settlement and Release Agreement with Criterion consistent with the terms of this Resolution and in a form approved by the Township Attorney to settle all claims of or arising out of the Subscription Services Agreement for payment from the Township to Criterion in the amount of \$2,500.00; (2) the Township Attorney is authorized to take all actions deemed necessary to effectuate the settlement; and (3) the Chief Financial Officer is authorized and directed to issue payment in the amount of \$2,500.00 to Criterion upon receipt of the fully executed Settlement and Release Agreement.

9. RESOLUTION AUTHORIZING THE REIMBURSEMENT OF THE MUNICIPAL PORTION OF PROPERTY TAXES FROM NOVEMBER 20, 2025 THROUGH DECEMBER 31, 2025 FOR A QUALIFIED 100% DISABLED VETERAN

WHEREAS, the Township Committee by Resolution adopted on September 11, 2007 and pursuant to N.J.S.A. 54:4-3.32 authorized a tax exemption from local property taxes for veterans who have suffered a 100% permanent

disability resulting from war time service in the United States military; and

WHEREAS, the Township Committee authorized the date for qualification for the municipal portion of the property tax exemption to be the date on which the United States Veterans' Administration determined the 100% service connected disability, however said exemption shall not extend beyond January 1 of the year prior to the date of submission of the application to the Township with all qualifying documents; and

WHEREAS, the Tax Collector has received proof of such information from the Tax Assessor for the following property:

Danniballe, Rosalia	Block 153.08 Lot 68 C0017	\$66.45
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NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that in recognition of the serious and debilitating nature of 100% permanent service connected disabilities suffered by our veterans while serving in war time and in fairness to those disabled veterans, the Chief Finance Officer is authorized, pursuant to N.J.S.A. 54:4-3.32, to reimburse the municipal portion of property taxes paid from November 20, 2025 to December 31, 2025 to the above referenced property owner.

10. RESOLUTION AUTHORIZING CONTRACT WITH GEESE CHASERS 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:

Geese Police	\$16,900.00
Geese Management	No quote
Geese Chasers LLC	\$16,548.00

WHEREAS, the Director of Parks & Recreation and the Township Qualified Purchasing Agent recommend the award of a 12-month service agreement to Geese Chasers, LLC, in an amount not to exceed \$16,548.00 for environmentally friendly geese control at AVM Park for the period January 1, 2026 through December 31, 2026; and

WHEREAS, funds will be available in the 2026 budget through account #01-201-28-796-201 (requisition #2312870) 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 Geese Chasers, LLC, in an amount not to exceed \$16,548.00 for environmentally friendly geese control at AVM Park for the period January 1, 2026 to December 31, 2026.

11. RESOLUTION AUTHORIZING THE UPFITTING OF ONE (1) POLICE VEHICLE

WHEREAS, the Chief of Police has requested authorization for lighting and electrical upfitting of one (1) police vehicle; and

WHEREAS, the service is available from Elite Vehicle Solutions through New Jersey State Contract #17-FLEET-00749 for an amount not to exceed \$25,285.86; and

WHEREAS, funds are available in the 2025 municipal budget and have been certified as such by the Chief Finance

Officer through Account #01-201-25-745-251 (Requisition #2312826).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby authorizes and approves the lighting and electrical upfitting of one (1) police vehicle by Elite Vehicle Solutions in an amount not to exceed \$25,285.86.

12. RESOLUTION AUTHORIZING THE PURCHASE OF A BWISE DT714LP-LE-14 TAG ALONG DUMP TRAILER FOR THE PUBLIC WORKS DEPARTMENT

WHEREAS, the Township of Hillsborough solicited quotes for a B Wise DT714LP-LE-14 Tag Along Dump Trailer and three (3) responses were received as follows:

Skyline Equipment	\$11,090.00
Best Line Equipment	\$13,009.59
Cotner Trailers	No Quote

WHEREAS, the Director of Public Works and the Township Qualified Purchasing Agent recommend the purchase of a B Wise DT714LP-LE-14 Tag Along Dump Trailer from Skyline Equipment in an amount not to exceed \$11,090.00; and

WHEREAS, funds will be available in the 2026 budget through account #04-215-55-250-200 (requisition #2312854) and have been certified as such by the Chief Finance Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby authorizes the purchase of a B Wise DT714LP-LE-14 Tag Along Dump Trailer from Skyline Equipment in an amount not to exceed \$11,090.00.

13. RESOLUTION AUTHORIZING THE PURCHASE AND INSTALLATION OF A SCENIC SHELTER PAVILION FOR SINGLEY PARK FROM BEN SHAFFER RECREATION THROUGH ESCNJ COOPERATIVE

WHEREAS, the Parks & Recreation Department requests authorization for the purchase and installation of a Scenic Shelter Pavilion for Singley Park ; and

WHEREAS, Ben Shaffer Recreation offers the Scenic Shelter Pavilion and Installation through the ESCNJ Coop 24/25-01 Contract #65MCESCCPS in an amount not to exceed \$191,889.00; and

WHEREAS, the Director of Parks and Recreation and Qualified Purchasing Agent recommend the purchase and installation of a Scenic Shelter Pavilion for Singley Park through Ben Shaffer Recreation through ESCNJ Coop 24/25-01 Contract #65MCESCCPS ; and

WHEREAS, funds are available in the 2026 municipal budget and have been certified as such by the Chief Finance Officer through Account #04-215-55-250-101 (requisition #2312874).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the purchase and installation of a Scenic Shelter Pavilion for Singley Park from Ben Shaffer Recreation through ESCNJ Coop 24/25-01 Contract #65MCESCCPS in an amount not to exceed \$191,889.00 is hereby authorized.

14. RESOLUTION AUTHORIZING MUNICIPAL ALLIANCE GRANT APPLICATION FOR THE GOVERNOR'S COUNCIL ON SUBSTANCE USE DISORDER (GCSUD) FY2026 - FY2027.

WHEREAS, the Governor's Council on Substance Use Disorder (GCSUD) established the Municipal Alliances for the Prevention of Substance Use Disorder in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth, and other allies in efforts to prevent substance use disorder in communities throughout New Jersey.

WHEREAS, the Township Committee of the Township of Hillsborough recognizes that substance use disorder is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent substance use disorder in our community; and,

WHEREAS, the Township Committee has applied for funding to the Governor's Council on Substance Use Disorder through the County of Somerset.

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 Township Committee hereby authorizes submission of a strategic plan for the Municipal Alliance grant for fiscal year in the amount of: GCSUD Grant \$7,501.41; Cash Match \$1,875.35; and In-Kind \$5,626.06; and (2) the Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED:

Catherine Payne, Mayor

CERTIFICATION

I, Sarah Brake, Municipal Clerk of the Township/Borough/City of Hillsborough, County of Somerset, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township/Borough/City Council on this 27th day of January 2026.

Sarah Brake, Municipal Clerk

15. RESOLUTION AUTHORIZING THE TOWNSHIP OF HILLSBOROUGH THROUGH THE HILLSBOROUGH POLICE DEPARTMENT, TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO ENABLE THE HILLSBOROUGH POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT

WHEREAS, the United States Congress authorized the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program to make use of excess Department of Defense personal property by making that personal property available to municipal, county and State law enforcement agencies (LEAs); and

WHEREAS, rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA; and

WHEREAS, participation in the 1033 Program allows municipal and county LEAs to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response and resiliency; and

WHEREAS, although property is provided through the 1033 Program at no cost to municipal and county LEAs, these entities are responsible for the costs associated with delivery, maintenance, fueling and upkeep of the property, and for specialized training on the operation of any acquired property; and

WHEREAS, N.J.S.A. 40A:5-30.2 requires that the governing body of the municipality or county approve, by a majority of the full membership, both enrollment in, and the acquisition of any property through the 1033 program.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Hillsborough Police Department is hereby authorized to enroll in the 1033 program for the period of January 1, 2026 to December 31, 2026; and

BE IT FURTHER RESOLVED that the Hillsborough Police Department is hereby authorized to acquire items on non-controlled property designated “DEMIL A”, which may include: office supplies, office furniture, computers, electronic equipment, generators, field packs, nonmilitary vehicles, off-road vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, excavation equipment, storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, respirators, binoculars, and any other supplies and equipment of a nonmilitary nature identified by the LEA, if it shall become available in the period of time for which this resolution authorizes, based on the needs of the Hillsborough Police Department, without restriction; and

BE IT FURTHER RESOLVED that the Hillsborough Police Department is hereby authorized to acquire “DEMIL B through Q” property, listed in the unredacted portion of the DEMIL inventory sheet if it shall become available in the period of time for which this resolution authorizes; and

BE IT FURTHER RESOLVED that the Chief of Police for the Hillsborough Police Department shall develop and implement a full training plan and policy for the maintenance and use of the acquired property; and

BE IT FURTHER RESOLVED that the Hillsborough Police Department shall provide a quarterly accounting of all property obtained through the 1033 program which shall be available to the public upon request; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately and shall be valid to authorize requests to acquire “DEMIL A” property and “DEMIL B through Q” property that may be made available through the 1033 program during the period of time for which this resolution authorizes.

BE IT FURTHER RESOLVED that this authorizing resolution will expire on December 31, 2026 and continued participation in this program will require annual authorization by the governing body.

16. RESOLUTION AUTHORIZING THE ONE-YEAR RENEWAL OF AVIGILON MAINTENANCE AND SUPPORT SYSTEM FROM TURN-KEY TECHNOLOGIES THROUGH ESCNJ COOPERATIVE

WHEREAS, the Director of Information Technology has requested the Renewal of Avigilon Maintenance and Support System for one year for the township and police camera system; and

WHEREAS, Turn-Key Technologies, Inc. offers the service through the ESCNJ Coop Contract #22/23-38 in an amount not to exceed \$20,050.00; and

WHEREAS, the Director of Information Technology and Qualified Purchasing Agent recommend the Renewal of Avigilon Maintenance and Support System through Turn-Key Technologies, Inc., through the ESCNJ Coop Contract #22/23-38; and

WHEREAS, funds are available in the 2026 municipal budget and have been certified as such by the Chief Finance Officer through Account #01-201-20-709-290 (requisition #2312711).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Renewal of Avigilon Maintenance and Support System from

Turn-Key Technologies, Inc., through the ESCNJ Coop Contract 22/23-38 in an amount not to exceed \$20,050.00 is hereby authorized.

17. RESOLUTION APPROVING PERSON TO PERSON TRANSFER OF LIQUOR LICENSE #1810-44-017 FROM HILLSBOROUGH SPIRITS LLC TO HILLSBOROUGH LIQUOR STORE LLC

WHEREAS, an application has been filed for a person-to-person transfer of Plenary Retail Distribution License No. 1810-44-017, from Hillsborough Spirits LLC to Hillsborough Liquor Store LLC; and

WHEREAS, the submitted application is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the current license term; and

WHEREAS, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33; and

WHEREAS, the applicant has disclosed, and the issuing authority reviewed the source of all funds used in the purchase of the license and the licensed business, and all additional financing obtained in connection with the licensed business.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that it hereby approves, effective February 6, 2026, the person-to-person transfer of the aforesaid Plenary Retail Distribution License from Hillsborough Spirits LLC to Hillsborough Liquor Store LLC, provided all notifications and publications are satisfied.

18. RESOLUTION AUTHORIZING A PROPRIETARY REPAIR OF A HENDERSON DUMP TRUCK CONVEYOR SYSTEM FOR THE PUBLIC WORKS DEPARTMENT

WHEREAS, pursuant to Local Public Contract Law N.J.S.A. 40A: 11-13(d), require, with regard to a contract, the furnishing of any "brand name," but may in all cases require "brand name or equivalent," except that if the goods or services to be provided or performed are proprietary, such goods or services may be purchased by stipulating the proprietary goods or services in the bid specification in any case in which the resolution authorizing the contract so indicates, and the special need for such proprietary goods or services is directly related to the performance, completion or undertaking of the purchase of which the contract is awarded; and

WHEREAS, the Director of Public Works has requested authorization to repair the conveyor system of one of the department's Henderson dump trucks; and

WHEREAS, Henderson Products, Inc., is the manufacturer of the truck and is the sole manufacturer and distributor of the parts for repairs, and therefore is able to provide the township with repair service, in an amount not to exceed \$20,629.33; and

WHEREAS, funds are available in the 2025 municipal budget and have been certified as such by the Chief Finance Officer through Account #01-201-26-767-556 (requisition #2312759).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Repair of a Henderson Dump Truck Conveyor System from Henderson Products, Inc., in an amount not to exceed \$20,629.33 is hereby authorized.

19. RESOLUTION AUTHORIZING THE ONE-YEAR RENEWAL OF THE MAINTENANCE AND SUPPORT SERVICE OF THE COURT ROOM AUDIO AND VISUAL SYSTEM BY BIS DIGITAL

WHEREAS, the Court Room in the Municipal Complex requires a renewal of the Maintenance and Support Service of the Court Room Audio and Visual System; and

WHEREAS, BIS Digital will provide these services for a one-year renewal through the NJ State Contract #83896 /T0109 in an amount not to exceed \$13,036.76; and

WHEREAS, funding is available through the 2026 Budget #01-201-20-709-290 (requisition #2312712) and funds 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 the One-Year Renewal of the Maintenance and Support Service of the Court Room Audio and Visual System by BIS Digital in an amount not to exceed \$13,036.76 is hereby authorized.

20. RESOLUTION AUTHORIZING THE QUALIFIED PURCHASING AGENT TO SOLICIT A REQUEST FOR PROPOSALS FOR RENOVATIONS AND FIRE SUPPRESSION GENERAL CONTRACTING FOR THE SERVER ROOM IN THE MUNICIPAL BUILDING

WHEREAS, there is a need to upgrade to an alternative fire suppression system in the server room with renovations in the Hillsborough Municipal Building for the protection of equipment; and

WHEREAS, the Township's Qualified Purchasing Agent requests authorization to solicit a Request for Proposals for Renovations and Fire Suppression General Contracting for the Server Room in the Municipal Building.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that the Township Qualified Purchasing Agent is hereby authorized to solicit a Request for Proposals for Renovations and Fire Suppression General Contracting for the Server Room in the Municipal Building.

21. RESOLUTION ACCEPTING AND ADOPTING THE CENTRAL JERSEY JOINT INSURANCE FUND'S 2026 SAFETY INCENTIVE PROGRAM

WHEREAS, the Township of Hillsborough is a member of the Central Jersey Joint Insurance Fund (CENTRAL JJIF); and

WHEREAS, it is the policy of the CENTRAL JJIF to achieve the best and most practical degree of freedom from accidents and/or injuries; and

WHEREAS, the CENTRAL JJIF endeavors to ensure that all of their members' employees, volunteers and public are provided with a safe and healthy environment, free from any recognized hazards; and

WHEREAS, the CENTRAL JJIF endeavors to ensure that all of their members are in compliance with applicable safety and health requirements; and

WHEREAS, the CENTRAL JJIF's Safety Committee is made up of representatives of the Fund's Municipalities, along with the professionals employed by the Fund; and

WHEREAS, the new Program will assist all the Central JJIF members in becoming or maintaining compliance with all Public Employees Occupational Safety and Health (PEOSH) Requirements; and

WHEREAS, the CENTRAL JJIF has adopted the new 2026 SAFETY INCENTIVE PROGRAM which should succeed in providing a safe, healthful and pleasant environment.

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

County of Somerset, State of New Jersey that the Central Jersey Joint Insurance Fund SAFETY INCENTIVE PROGRAM is hereby adopted by the Township of Hillsborough.

22. RESOLUTION AUTHORIZING THE PURCHASE OF BULK ROCK SALT FOR PUBLIC WORKS THROUGH THE SOMERSET COUNTY Cooperative In An Amount Not To Exceed \$96,291.81

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 \$96,291.81; and

WHEREAS, the Chief Financial Officer certifies there will be sufficient funds available in the 2026 Municipal budget account #01-203-26-769-840 (requisition #2312706)

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 \$96,291.81 is hereby authorized.

23. RESOLUTION AUTHORIZING THE PURCHASE OF ONE (1) 2026 FORD F550 REGULAR CAB/CHASSIS 4X4 DRW THROUGH MORRIS COUNTY CO-OP FOR THE PUBLIC WORKS DEPARTMENT

WHEREAS, the Public Works Department needs to replace the basin repair truck and has requested the purchase of one (1) 2026 Ford F550 Regular Cab/Chassis 4x4 DRW for the Department; and

WHEREAS, Ciocca Ford of Flemington Dealership offers the vehicle through the Morris County Co-Op, of which the Township is a member, through Contract #155-C Item #19 in the amount of \$56,052.00; and

WHEREAS, funds are available from Bond Ordinance # 2025-08 (Various Capital Improvements) and have been certified as such by the Chief Finance Officer through Account #04-215-55-250-200 (requisition #2312885) in the amount of \$56,052.00.

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 one (1) 2026 Ford F550 Regular Cab/Chassis 4x4 DRW from Ciocca Ford of Flemington Dealership through the Morris County Co-Op Contract #15-C Item #19 in an amount not to exceed \$56,052.00 for the Hillsborough Public Works Department is hereby authorized.

24. RESOLUTION AUTHORIZING THE APPOINTMENT OF REHABCO AS AFFORDABLE HOUSING ADMINISTRATIVE AGENT FOR THE YEAR 2026

WHEREAS, Requests for Proposals were solicited for Affordable Housing Administrative services 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 provider to the said listed position with the following financial stipulation where applicable:

- Rehabco, Inc., 44 East Water Street, Second Floor, Toms River, NJ, as Affordable Housing Administrative Agent for the year 2026, in accordance with the proposal submitted in an amount not to exceed \$86,000.00; and

WHEREAS, funds will be available and certified by the Chief Financial Officer 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, as follows:

1. The Mayor and Township Clerk are hereby authorized to execute a Professional Services Contract with Rehabco Inc., in the “not to exceed” amount indicated for the year 2026.
2. The Professional Service contract is 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.

25. RESOLUTION AUTHORIZING THE AWARD OF A NON FAIR AND OPEN PROFESSIONAL SERVICES CONTRACT TO COMMUNITY VISITING NURSE ASSOCIATION FOR THE PROVISION OF PUBLIC HEALTH NURSING SERVICES

WHEREAS, the Township Health Officer indicates that there is a need for public health nursing services as required by the New Jersey Public Health Practice Standards; and

WHEREAS, the Township received a proposal from the Community Visiting Nurse Association for the provision of public health services for the period January 1, 2026 to December 31, 2026 in the amount of \$9,900; and

WHEREAS, the Township Health Officer recommends the award of a non-fair and open professional services contract to the Community Visiting Nurse Association pursuant to the proposal submitted; and

WHEREAS, funds are available and have been certified as such by the Chief Finance Officer through budget account # 01-201-27-785-280.

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 Clerk are hereby authorized to execute a contract with Community Visiting Nurse Association pursuant to their proposal for the provision of public health services for the Township of Hillsborough for the period January 1, 2026 to December 31, 2026 in an amount not to exceed \$9,900.

26. RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF HILLSBOROUGH AND BOROUGH OF MILLSTONE FOR HEALTH SERVICES

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et. seq., authorizes any local unit to enter into an agreement with another local unit for the joint provision within their several jurisdictions of any

services which any party to the agreement is empowered to render within its own jurisdiction; and

WHEREAS, the Township of Hillsborough and the Borough of Millstone desire to enter into a Shared Services Agreement for the furnishing of health services of a technical and professional nature by Hillsborough on behalf of Millstone in accordance with N.J.S.A. 40A:65-1 et. seq. and N.J.S.A. 26:3A2-1 et seq.

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 Clerk are hereby authorized to execute a Shared Services Agreement with the Borough of Millstone for the provision of health services of a technical and professional nature by Hillsborough on behalf of Millstone for the period January 1, 2026 through December 31, 2026.

27. RESOLUTION TO ISSUE TOWNSHIP WRECKER LICENSES FOR THE 2026 LICENSE TERM

WHEREAS, the Hillsborough Township Police Department has conducted an investigation of each applicant to ensure that criminally disqualified and other unfit persons do not acquire wrecker license; and

WHEREAS, as a result of the aforementioned investigations, the Hillsborough Police Department has confirmed that the applicants are not subject to any of the disabilities set forth in Chapter 287 of the Township Code; and

WHEREAS, the Chief of Police has certified that each licensee has satisfied the requirements of the Township Code and recommends issuing the wrecker licenses and adding the licensees to the 2026 Wrecker List.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Wrecker Licenses are hereby issued to the following license holders for the year 2026, effective January 27, 2026:

Licensee	Company	Address
Jeremy Salvato	Colonial Motors Towing & Recovery	3210 US Hwy 22 W. North Branch, NJ
Jerry Montecalvo	American Tire & Auto Service	426 B US 206, Hillsborough, NJ
Richard Fendt Jr.	Rich's Offroad Towing.	1213 West Camplain Rd, Manville, NJ
John Skiadas	Daves Heavy Towing	87 Old Camplain Rd. NJ
Tom Deluca	Tom Deluca's Towing	390 Burnt Mills Rd, NJ
Giancarlo DeLeo	A & G Towing	P.O. BOX 6015 Bridgewater, NJ
John Skiadas	Value Towing	87 Old Camplain Rd. Hillsborough, NJ
Bernard Scheer	A & B Garage, Inc.	206 Reaville Rd. Flemington, NJ
Michael Kovi	Kovi Towing	233 Old York Road Flemington, NJ
Michael A. Sena	Mike's Towing & Recovery, Inc.	58 Chambers Brook Rd. Branchburg, NJ
Patrick Breen	Stewart's Towing	27 Reading Blvd Belle Mead, NJ
Michael Bessaparis	Somerset Hills Towing	19 Finderne Ave, Bridgewater NJ

28. RESOLUTION APPROVING PROPOSED FIRE HYDRANT INSTALLATION ON LYNN COURT

WHEREAS, the water main on Lynn Court is scheduled for replacement in early February 2026; and

WHEREAS, Lynn Court has twelve homes and is approximately 1,700 feet in length; and

WHEREAS, there are currently no fire hydrants located on Lynn Court; and

WHEREAS, the Chief Fire Marshal recommends the installation of two (2) hydrants on Lynn Court in accordance with the provisions of Section 188-48 of the Township Code to improve firefighting operations for the homes on Lynn Court.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey that it hereby approves the installation of two (2) fire hydrants on Lynn Court as recommended by the Chief Fire Marshal.

29. RESOLUTION AUTHORIZING THE ACCEPTANCE OF A GRANT FROM THE STATE OF NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY, OFFICE OF THE ATTORNEY GENERAL, UNDER THE SAFE AND SECURE COMMUNITIES PROGRAM

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

1. The Township of Hillsborough is authorized to accept a sub award grant from the State of New Jersey, Department of Law and Public Safety, Office of the Attorney General, in the amount of \$45,150.00 under the Safe and Secure Communities Program, Grant No. 26-1810 with a Match - Fringe Benefits, for a total project cost of \$45,150.00.
2. The Mayor and Police Chief are authorized to execute and the Township Clerk to attest to a Sub grant Award in connection with this grant and any and all documents in connection with this grant.
3. The Township of Hillsborough is accepting this grant of funds for the purpose described in the application.
4. Sub award Period: February 1, 2026 to January 31, 2027
5. A certified copy of this resolution shall be provided by the Office of the Township Clerk to each of the following:
 - a. Mayor Catherine Payne
 - b. Township Committee
 - c. Township Administrator
 - d. Township Attorney
 - e. Chief Financial Officer
 - f. Police Department, Attention: Chief Michael McMahon
 - g. Police Department, Attention: Lieutenant Joseph Paschall

30. RESOLUTION ESTABLISHING THE HILLSBOROUGH TOWNSHIP OPIOID SETTLEMENT COMMITTEE FOR 2026 AND APPOINTING MELINDA MAGGIO AND REBECCA GROSSMAN AS OPIOID SETTLEMENT COORDINATORS AND AUTHORIZING ANNUAL STIPENDS FOR SAID SERVICE

WHEREAS, in March 2022, the State of New Jersey reached agreement on a national lawsuit against four companies for their role in the opioid crisis in which opioid manufacturers, distributors and retailers were held accountable for their role in creating and fueling the opioid epidemic; and

WHEREAS, as a result of said lawsuit, New Jersey will receive at least one-billion dollars over the course of 18 years beginning in 2022 from the opioid settlement; and

WHEREAS, Hillsborough Township successfully completed the requisite registration documents to receive a portion of the settlement funds; and

WHEREAS, as a result of the success of that registration, the Township wishes to enlist the support of the community in this initiative by forming an Opioid Settlement Committee; and

WHEREAS, the Township wishes to appoint the following individuals to the Opioid Settlement Committee, effective January 1, 2026 through December 31, 2026: Gil Pilarte, Tim Wolf, Lisa Federico, Rebecca Grossman and Minda Maggio; and

WHEREAS, there is a need for Township employees to support this initiative, an internal group has been formed comprised of the following individuals: Anthony Ferrera, Sarah Brake, Annette Henderson, Christiaan Bushell and Carly Valentino; and

WHEREAS, the Township Committee shall appoint Committeewoman Jill Gomez and Deputy Mayor Shawn Lipani; and

WHEREAS, the Township Committee recommends the appointments of Melinda Maggio and Rebecca Grossman to one (1) year terms as Opioid Settlement Coordinators effective January 1, 2026 through December 31, 2026 with annual stipends of \$3,000.00 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) there is hereby established an Opioid Settlement Committee consisting of the individuals set forth in this Resolution; and (2) this Committee shall be re-evaluated and subsequently reappointed each year to ensure proper disbursement of said funds.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that: (1) Melinda Maggio and Rebecca Grossman are appointed to one (1) year terms as Opioid Settlement Coordinators effective January 1, 2026 through December 31, 2026 with an annual stipend of \$3,000.00 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 any item from the consent agenda separately for voting purposes, I will give you the opportunity to do so. There is no need to take items separately for the purpose of commenting or questioning.

Committeeman Britting stated regarding #6 that the Parks and Recreation Department is adding a playground through a grant, # 15 the police department is receiving Department of Defense equipment and he is happy to support the police department, and #30 emphasized the importance of the opioid settlement.

Committeewoman Hand asked regarding #24 if there was a company before Rehabco. Mayor Payne answered, yes, CME.

Administrator Ferrera stated he and David Kois, Township Planner are thrilled to be bringing this company on.

Deputy Mayor Lipani stated regarding # 2 the Farm Road paving is moving forward with design plans for 206 and Triangle, and #13 Safety Pavilion at Singly Park will now be built to provide shelter.

Committeewoman Gomez asked if residents could rent the pavilion. Deputy Mayor Lipani responded yes, through the Recreation department.

Mayor Payne stated another bulk rock salt delivery is coming.

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

PUBLIC HEARINGS

None

INTRODUCTION OF NEW ORDINANCES

1. 2026-01 ORDINANCE AMENDING CHAPTER 188 “LAND USE AND DEVELOPMENT”, ARTICLE I “TITLE; PURPOSE; DEFINITIONS”, SECTION 188-3 “WORDS AND TERMS DEFINED” AND ARTICLE V “DISTRICTS AND STANDARDS”, SECTION 188-106 “I-1, I-2 AND I-3 LIGHT INDUSTRIAL DISTRICTS” OF THE CODE OF THE TOWNSHIP OF HILLSBOROUGH, SOMERSET COUNTY, NEW JERSEY. FURTHER CONSIDERATION AND PUBLIC HEARING ON FEBRUARY 24, 2026.

Whereas, on June 13, 2023, the Township Committee adopted Ordinance 2023-08 removing warehousing, shipping and receiving facilities as a principal permitted use in the I-1, I-2 and I-3 Light Industrial Districts, GI General Industrial District and LI Light Industrial District; and

Whereas, Hillsborough Industrial, LLC, has existing developed properties in the I-2 Light Industrial District; and

Whereas, Hillsborough Industrial filed a civil action in the New Jersey Superior Court challenging and seeking to invalidate Ordinance 2023-08; and

Whereas, following negotiations and input from each party’s Planner, on December 5, 2025, the Township and Hillsborough Industrial entered into a Settlement Agreement wherein the parties agreed to amend the Hillsborough Land Use and Development Ordinance in such a manner so as to render Hillsborough Industrial’s existing structures and uses conforming to the I-2 Light Industrial District in which they are situated.

Now, Therefore, Be It Ordained by the Township Committee of the Township of Hillsborough, County of Somerset, State of New Jersey, that Chapter 188 “Land Use and Development” of the Municipal Code of the Township of Hillsborough is amended as follows: **New language is underlined thus and deletions are indicated with strikethroughs ~~thus~~.**

Section 1. Chapter 188 “Land Use and Development”, Article I “Title; Purpose; Definitions”, Section 188-3 “Words and terms defined” is amended as follows:

§188-3 Words and terms defined.

B. Certain phrases and words are herein defined as follows:

SMALL SCALE STORAGE AND DISTRIBUTION

A use of no more than 25,000 square feet of gross floor area per building that is principally used for the storage of goods and materials with limited frequency of pickup and delivery completely within an enclosed building. Such facilities are characterized by low daily trip generation, infrequent truck traffic, and the absence

of continuous shipping, receiving, or order fulfillment activities. Trailer parking other than at the loading dock is prohibited.

Section 2. Chapter 188 “Land Use and Development”, Article V “Districts and Standards”, Section 188-106 “I-1, I-2 and I-3 Light Industrial Districts” of the Code of the Township of Hillsborough is amended as follows:

§188-106 **I-1, I-2 and I-3 Light Industrial Districts.**

B. Permitted principal uses.

(13) Small Scale Storage and Distribution.

(14) The manufacturing, processing, finishing and assembly of products completely within an enclosed building.

E. Area, yard, and bulk regulations.

(5) Each lot shall have frontage on an improved public street., ~~and no lot shall contain more than one principal use.~~

(6) Maximum Loading docks: 1 per 5,000 square feet.

I. Nonconforming structure.

(1) Any principal or accessory structure lawfully created which shall accidentally be destroyed may be replaced in the same location as it occupied under the same specifications on the lot immediately prior to said accidental destruction and shall not constitute a nonconforming structure.

Section 3. This Ordinance shall be construed so as not to conflict with any provision of New Jersey or Federal law. The provisions of this Ordinance shall be cumulative with, and not in substitution for, all other applicable zoning, planning, and land use regulations. In the event of any inconsistency or conflict between the provisions of this Ordinance or other local requirements, the provisions of this Ordinance shall apply.

Section 4. If any provisions of this Ordinance shall be adjudged invalid, such adjudication shall not affect the validity of the remaining provisions which shall be deemed severable therefrom.

Section 5. After introduction, the Township Clerk is hereby directed to provide a copy of the within Ordinance to the Planning Board for its review in accordance with N.J.S.A. 40:55D-26 and N.J.S.A.40:55D-64. The Planning Board is directed to make and transmit to the Township Committee within 35 days after referral a report, including identification of any provisions in the proposed Ordinance which are inconsistent with the Master Plan and recommendations concerning any inconsistencies and any other matter as the Board deems appropriate.

Section 6. After introduction, the Township Clerk is hereby directed to provide by personal service, certified mail or email with confirmation that the email was delivered, at least 10 days prior to the scheduled hearing, a

copy of this Ordinance and a Notice of Hearing in accordance with N.J.S.A. 40:55D-15 to: the clerk of any adjoining municipalities located within 200 feet of the boundaries of the affected properties; and the County Planning Board.

Section 7. After introduction, the Township Clerk is hereby directed to provide by personal service or certified and regular mail, at least 10 days prior to the scheduled hearing, a Notice of Hearing in accordance with N.J.S.A. 40:55D-62.1 to: the owners of the properties affected by this Ordinance; the owners of all properties within 200 feet of the boundaries of the affected properties; the Office of Planning Advocacy; and any military facility commander who has registered with the municipality.

Section 8. After introduction, the Township Clerk, in accordance with N.J.S.A. 40:49-2 and N.J.S.A. 40:49-2.1, is hereby directed to publish this Ordinance in its entirety or by title and summary at least once in a newspaper published and circulated in the municipality, if there is one, and if not, in a newspaper printed in the county and circulating in the municipality, together with a notice of the introduction thereof, the time and place when and where it will be further considered for final passage. The publication shall include a clear and concise statement prepared by the Clerk setting forth the purpose of this Ordinance and a time and place when and where a copy of this Ordinance can be obtained without cost by any member of the general public. The publication shall be at least 1 week prior to the scheduled hearing.

Section 9. If adopted, the Township Clerk, in accordance with N.J.S.A. 40:49-2 and N.J.S.A. 40:49-2.1, is hereby directed to publish this Ordinance, in its entirety or by title and summary, together with a notice of the date of passage or approval, at least once in a newspaper published and circulated in the municipality, if there is one, and if not, in a newspaper printed in the county and circulating in the municipality.

Section 10. If adopted, the Township Clerk, in accordance with N.J.S.A. 40:55D-16, shall forward a copy of this Ordinance to the County Planning Board for filing.

Section 11. In accordance with N.J.S.A. 35:3-2a, the Township Clerk is further directed to publish the legal notices pertaining to this Ordinance on the Township's official internet website; and

Section 12. This Ordinance shall take effect immediately upon its adoption, passage and publication according to law.

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeewoman Samantha Hand, to introduce 2026-01, the motion was unanimously approved upon the call of the roll.

CLAIMS LIST

1. CLAIMS LIST 26-02

Mayor Payne asked to approve Claims List 2026-02.

Upon a motion by Committeewoman Samantha Hand, seconded by Committeeman Robert Britting, Claims List 2026-02, was approved upon the call of the roll.

NEW BUSINESS

None

PROCLAMATIONS / APPOINTMENTS

None

PRESENTATIONS

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.

Assemblyman Roy Freiman thanked the Department of Public Works for the incredible snow removal efforts at 601 Route 206. He thanked the committee for the vigil and asked the committee to consider getting a podium.

Mayor Payne stated the thanks for the vigil goes to the Reverend for reaching out to the Committee.

David Brook, 7 Winding Way stated the staff should focus on good government specifically to reconsider the 3 minute time limit, different camera views, having a podium. Mr. Brook alleged the Township Clerk has been acting politically in charging a special service charge for his multiple OPRA requests.

Mayor Payne reiterated that he has created 98 hours of work by the Township Clerk's office in responding to his OPRA requests this year without charge until now. The Mayor stated it is a state law that municipalities can assess a special service charge. Mayor Payne further stated that the Township Committee meetings are no place for politics but rather a place to serve all the residents of Hillsborough.

Heather LoRico, 23-C Bloomingdale Drive thanked Committeewomen Gomez and Hand for recognizing Martin Luther King Day and Holocaust Remembrance Day. Ms. LoRico asked the committee to make a statement about the actions against Alex Pretti.

Township Attorney Willard stated that the original idea of OPRA was to provide documents and not serve as a research tool, but since technology has evolved simple searches quickly yield documents that can be provided. However, Mr. Brooks requests have yielded in one case 5000 emails of various lengths with attachments. Mr. Willard advised Ms. Brake to assess a service charge but Ms. Brake declined since the search had already begun. The Clerk's Office must read every email and attachments, then redact any necessary comments and provide an explanation for the redaction which is a monumental task that should be assessed a fee.

ADJOURNMENT

Upon a motion by Deputy Mayor Shawn Lipani, seconded by Committeeman Robert Britting, the meeting duly adjourned at 8:21 pm. Said motion was unanimously carried upon voice vote.

Attested:

A handwritten signature in dark ink, appearing to be a stylized 'S' or 'J' followed by a horizontal line.

Sarah Brake
Township Clerk



Director of Public Works
PAUL L. McCALL

Director of Recycling
RAFAEL JIMENEZ

Manager
Division of Solid Waste Management
RACQUEL HINDS

COUNTY OF SOMERSET DEPARTMENT OF PUBLIC WORKS

SOLID WASTE MANAGEMENT

County Administration Building
20 Grove Street
P.O. Box 3000
Somerville, New Jersey 08876-1262
SomersetCountyNJ.gov

RHinds@co.somerset.nj.us
(908) 231-7109 • Fax (732) 469-6229



Facilities & Services Director
EDWARD ZELIS JR.

Director of Roads & Bridges
VINCENZO RUSSO

Transportation Director
JOHN ADAIR

Director of Vehicle Maintenance
MARSHA BURKE

Somerset Union Soil Conservation
District Manager
MATTHEW D'ALESSANDRO

RECEIVED JAN 9 2026

January 5, 2026

Dear Municipal Clerk,

Please find the following:

- a. A copy of the adopted resolution authorizing the agreement between Somerset County and your municipality for your records.
- b. The 2026 Recycling Agreement from Somerset County. Please sign the agreement and mail it back to the office of the Board of County Commissioners at the address below. Once the agreement is signed by the Director of the Board of County Commissioners, an executed agreement will be mailed back to you.

Please mail the signed recycling agreement to:

Somerset County Board of County Commissioners
20 Grove Street/PO Box 3000
Somerville, NJ 08876
Attention: Kelly Mager

Thank you,

Racquel Hinds
Solid Waste Manager
Somerset County Solid Waste Management

- Mission Statement -

The County of Somerset is committed to excellence and innovation in public service, promoting the well-being of all residents and communities by providing effective, efficient and responsive leadership.

Somerset County Is An Equal Opportunity Employer

RESOLUTION AUTHORIZING AGREEMENT BETWEEN COUNTY OF SOMERSET
AND THE TWENTY-ONE MUNICIPALITIES LOCATED WITHIN ITS BORDERS
FOR RECYCLING PICK-UP JANUARY 1, 2026-DECEMBER 31, 2026

WHEREAS the County of Somerset entered into negotiations regarding an agreement between the County of Somerset and each of the twenty-one municipalities (Bedminster, Bernards, Bernardsville, Bound Brook, Branchburg, Bridgewater, Far Hills, Franklin, Green Brook, Hillsborough, Manville, Millstone, Montgomery, North Plainfield, Peapack-Gladstone, Raritan, Rocky Hill, Somerville, South Bound Brook, Warren, and Watchung) located within its borders; and,

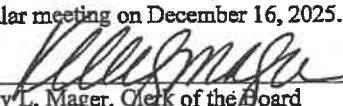
WHEREAS, the County of Somerset has agreed that the County fee shall be based upon the number of households within the municipality as determined by the County Planning Board at the rate of \$28.16 per household per year; and,

WHEREAS, the County of Somerset has determined that it is in the best interests of the County to execute an Agreement with each of the twenty-one municipalities (Bedminster, Bernards, Bernardsville, Bound Brook, Branchburg, Bridgewater, Far Hills, Franklin, Green Brook, Hillsborough, Manville, Millstone, Montgomery, North Plainfield, Peapack-Gladstone, Raritan, Rocky Hill, Somerville, South Bound Brook, Warren, and Watchung) formulated as a result of negotiations.

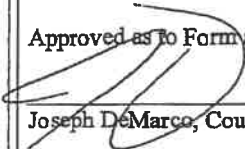
NOW, THEREFORE, BE IT RESOLVED that the Director and Clerk of the Board are hereby authorized to execute this Agreement for recycling pickup with each of the twenty-one municipalities located within the County of Somerset, more particularly described in the Agreement prepared by County Counsel and on file with the Clerk of the Board for the period January 1, 2026, to December 31, 2026.



I, Kelly L. Mager, Clerk of the Board of County Commissioners of the County of Somerset in the State of New Jersey, do hereby certify that the foregoing is a true copy of a Resolution adopted by said Board of County Commissioners at its regular meeting on December 16, 2025.


Kelly L. Mager, Clerk of the Board

Approved as to Form and Legality


Joseph DeMarco, County Counsel

**AGREEMENT BETWEEN SOMERSET COUNTY
AND ITS MUNICIPALITIES FOR RECYCLING**

THIS AGREEMENT by and between the Somerset County Board of Commissioners in the State New Jersey, a body politic having its offices located at P.O. Box 3000, Somerville, New Jersey, 08876 (hereinafter "County") and TOWNSHIP OF HILLSBOROUGH, a municipal body politic having its offices at 379 South Branch Road, Hillsborough, New Jersey, 08844 (hereinafter "Municipality"), is dated this ____ day of _____ 2026.

WHEREAS, Municipality, by ordinance, has duly enacted a recycling plan for all recyclable materials as designated by the Somerset County Solid Waste Management Plan and amendments thereto and:

WHEREAS, Municipality is desirous of retaining the services of the County for said recycling program; and

WHEREAS, the award of this contract to the County pursuant the N.J.S.A. Section 13:1E-99.14 is an exception to the bidding requirements as set forth in the Local Public Contracts Law pursuant to N.J.S.A. Section 40A: 11-5(2), and the Board of Public Utilities Somerset Waste Franchise for Somerset County.

NOW, THEREFORE, in consideration of the terms, conditions, mutual benefits and covenants hereinafter set forth, the Municipality and the County make this agreement.

1. The Borough shall retain the services of the County for the residential curbside pick-up of Recyclable Materials as hereinafter defined on a biweekly basis.

2. County shall conduct residential curbside pick-up services for all Recyclable Materials, as are designated by the County's Solid Waste Management Plan, including but not limited to, glass containers, plastic bottles, newsprint, aluminum cans, steel cans and corrugated paper and such other Recyclable Materials as the County may designate from time to time, within the Municipality (hereinafter "Recyclable Materials").

3. Upon execution of this Agreement, County shall be obligated to provide services for the collection of Recyclable Materials set forth in Paragraph 1 above providing that the Recyclable Materials are set out in the manner as designated below by 6:00 am on the collection day:

- (a) All newsprint is securely tied in bundles of no more than twelve inches in height not to exceed thirty pounds each; and
- (b) All glass bottles and jars will be placed in a recycling bucket. All glass containers will be rinsed with lids removed; and
- (c) Aluminum cans may be placed in the same recycling bucket as the glass and steel cans; and
- (d) All plastic bottles marked #1 - #7: water, soda, milk, juice, soap detergent, bleach, shampoo and cleaning agents. Also included are containers: peanut butter, yogurt, baby wipe containers, margarine tubs and clear plastic clam shell containers from salad bars may be placed in the same recycling bucket as the glass, steel and aluminum. All plastics shall be rinsed with lids removed; and
- (e) All chipboard (cereal, cake, cookie pasta cracker, detergent, gift, shoe, shirt or any retail boxes poster board & backing on writing pads.), corrugated paper boxes and other corrugated paper products will be securely tied in

bundles of no larger than twenty-four inches square; and

- (f) All tin-plated steel and bimetal food and beverage cans will be placed in the same recycling bucket. All steel cans will be rinsed; and
- (g) Junk mail, catalogs, magazines, and school papers will be placed in a brown paper bag; and
- (h) In the alternative the County may provide two (2) recycling totes to the residents of the municipality which are required to be used for all Recyclable Materials

4. The County reserves the right to reject and not pick up Recyclable Materials that are not packaged in conformance with the provisions of Paragraph 3 (a)(b)(c)(d)(e)(f).

5. The County reserves the right to reasonably amend the collection specifications enumerated in Paragraph 3 above by giving thirty- (30) day written notification to the Municipality of any changes thereto.

6. For the period commencing **January 1, 2026, through and including December 31, 2026**, the County shall be responsible for residential curbside pick-up services for all Recyclable Materials from each residential household within the Municipality. The number of households in the Municipality shall be calculated by the Somerset County Planning Board by the end of April 2024 and shall be based on figures obtained from the respective Municipalities and updated with listings of Certificates of Occupancy. Municipality is responsible for providing on a quarterly basis, any updates in the listings of Certificates of Occupancy. If the Municipality disputes this number, the County will continue to bill at the rate as determined by the Somerset County Planning Board until the Municipality provides written documentation of the correct number of households to said office.

7. The County and Municipality shall agree, upon the execution of this agreement, that pick-up dates for residential households with the Municipality shall be every other week in accordance with the recycling calendar attached hereto as a schedule.

The County reserves the right to change the collection schedule at any time during the term of the contract and shall give a minimum of ninety (90) days written notification of same to the Municipality and its residents of any changes thereto.

8. Notwithstanding anything contained within Paragraph 6 above, the County shall not be obligated to perform residential curbside pick-up services on the following 2026 holidays:

New Year's Day	Memorial Day
Independence Day	Labor Day
Thanksgiving Day	Christmas Day

In the event the Municipality's collection schedule falls on any of the aforementioned holidays, the Municipality shall be scheduled for pick-up of recyclables the weekday after such holiday, unless noted on the official collection schedule prepared by the County.

The County reserves the right to alter the holiday schedule and shall give a minimum ninety (90) days written notification to the Municipality of any changes thereto.

9. In the event of inclement weather necessitating the cancellation of residential curbside pick-up, the County shall notify the Municipality and the following radio stations of said event. The radio stations to be notified will be: WCTC 1450 AM, WHWH 1350, WMGQ 98.3 FM, WPST 97.5 FM and NJ 101.5 FM. In the event pick-up is cancelled due to inclement weather, pick-up will be scheduled for the appropriate locations on the next regularly scheduled pick-up day.

10. The County will supply all necessary motor vehicles for residential curbside

pick-up.

11. Said vehicles shall be maintained in good mechanical condition and shall be well painted and be kept in a condition of cleanliness. The County shall be responsible for the cost of all equipment, maintenance, gasoline, oil, parts and service of the vehicles.

12. Any motor vehicle accidents occurring within the Municipality shall be reported to the Municipal Police.

13. The County shall provide all labor for residential curbside pick up.

14. All County personnel engaged in the collection of Recyclable Materials shall maintain a courteous and respectful attitude toward the public at all times. At no time shall there be any soliciting or requesting gratuities of any kind.

15. The County shall have personnel available from 7:00 AM to 3:30 PM on collection days to receive telephone inquiries relative to collection operations. All complaints shall be handled in a responsible manner with attention given to the resolution of the matter. The Municipality shall, however, encourage others that all complaints are to be first submitted to the Municipal Recycling Coordinator.

16. The County shall maintain a bulk drop-off receiving station as identified by the Somerset County Division of Solid Waste Management for Municipal vehicles to deposit Recyclable Materials. Bulk drop-off shall be arranged by specific appointment only through the County Recycling Center.

17. Pursuant to Paragraph 17 herein, the following conditions shall apply to the bulk drop-off receiving station for Municipal vehicles:

(a) The Municipality shall deliver the material to the drop-off center
in accordance with the following:

(i) Glass bottles and jars shall be delivered in

- market ready condition, with lids removed;
- (ii) Newspaper shall be delivered in market ready condition;
- (iii) Plastic bottles shall be delivered in market-ready condition with lids removed;
- (iv) Office paper shall be delivered dry and color segregated (i.e. high-grade white paper separated from lower grade paper);
- (v) Aluminum cans shall be delivered in market-ready condition;
- (vi) Corrugated cardboard and chipboard shall be delivered dry, segregated, flattened, and no longer than 24 inches square;
- (vii) Tin-plated steel and bimetal food and beverage cans shall be delivered in market-ready condition, with labels removed;
- (b) County shall set the standards for market ready conditions and provide same in writing to municipality; and
- (c) All deliveries of Recyclable Materials are subject to inspection and acceptance of such materials by the County before the Recyclable Materials may be off-loaded.

18. The Municipality shall enforce anti-scavenging and anti-dumping ordinances, and mandatory source separation as outlined in the Somerset County Solid Waste Management Plan Amendment and Municipal Ordinances related to recycling. Copies of

these Municipal Ordinances shall be supplied to the Somerset County Recycling Division by January 19, 2026.

19. The Municipality shall advise the Somerset County Recycling Division, on an annual basis, of any new residential households within the Municipality when the Municipal Certificate of Occupancy for the residential unit is issued.

20. The Municipality shall supply the County Recycling Center with periodic updated road information and maps (including private roads that may require residential curbside recycling pick-up), on a quarterly basis, at a minimum.

21. The Municipality shall provide the Somerset County Board of Commissioners and the County Recycling Coordinator with any changes in the Municipal recycling coordinator's position.

22. The Municipality shall pay the County a fee for the County's service to the Municipality. The County will send quarterly invoices to the Municipality indicating the gross cost to the Municipality for the preceding quarter. The Municipality will pay all invoices within thirty (30) days. 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 **\$28.16** per household per year. The number of households will be adjusted on a quarterly basis, when and if appropriate.

23. All Recyclable Materials picked up curbside by the County or delivered to the County by the Municipality will become the sole property of the County.

24. The County, during the term of this Agreement, shall have and maintain general liability insurance of not less than \$1,000,000 combined single limits; property damage liability insurance of not less than \$500,000 per occurrence covering all motor vehicles used in the performance of said contract; and shall maintain in full force and effect

Worker's Compensation insurance during the term of this contract.

25. Any and all liabilities that arise from the collection of recyclables by the County on behalf of the Municipality will be determined and assessed based upon the facts that may give rise to a particular claim for damage and the respective entities' liability will be determined accordingly.

26. The County shall be responsible for all necessary permits or licenses required by any governmental agency exercising control over the collection, transportation and disposal of Recyclable Materials.

27. In the event the County fails to collect all Recyclable Materials on any regularly scheduled pick-up date for any reason other than inclement weather, or a holiday, the County shall collect the balance of the Recyclable Materials within three (3) business days. If the County fails to collect the balance of the Recyclable Materials within the above time frame, the County shall give the Municipality a credit equal to 1/26 of the total annual Municipal fee as calculated in Paragraph 24 above.

28. The County recognizes the unique nature of high-density housing. Should the Municipality have high density housing, the County agrees to reasonably cooperate with the Municipality, the Municipal Recycling Coordinator and Homeowner's Associations and/or Superintendents within the Municipality to efficiently and properly adjust curbside pick-up to group pick-up in appropriate circumstances. The Municipality agrees to cooperatively work with Somerset County in trying to resolve the problems associated with group pick-up. This includes jointly pursuing alternative dumpsters in existing and proposed high-density housing complexes. In addition, the Municipality agrees to exercise its power as authorized in the Municipal Land Use Law to include provisions during the review of subdivision and site plan applications, to require recycling dumpster areas in

conformance with County recommendation.

29. The County agrees to open the Recycling Center at least one Saturday per month to accept recycling drop offs by individuals or municipalities on those days.

30. The Municipality shall be required to supply the County and permit the County to collect all recyclable materials that are generated by residential users within the Municipality's borders.

31. This agreement is the entire agreement between the County and the Municipality and supersedes all previous agreements and discussions. Any amendments hereto must be in writing and must be duly executed by the County and the Municipality to become effective.

32. The County may assign or transfer its rights and interest in this agreement to any authority or agency established by the County for the purpose of accomplishing the County's Solid Waste obligations.

33. This Agreement will be entirely performed within the State of New Jersey and it shall be construed in accordance with the laws thereof.

34. If any provision of this Agreement is determined by a court of competent jurisdiction to be illegal, void, ultravires, or unconstitutional, the remainder of this Agreement shall continue in full force and effect.

IN WITNESS HERETO the parties hereto have set their hands of the proper public official as of the date and year first above written.

SOMERSET COUNTY

_____	BY: _____
Kelly L. Mager, Clerk of the Board	Shanel Y. Robinson, Commissioner Director

TOWNSHIP OF HILLSBOROUGH

_____	BY: _____
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