

MINUTES
TOWNSHIP OF HILLSBOROUGH
MUNICIPAL UTILITIES AUTHORITY

Wednesday, June 12, 2019

The Township of Hillsborough Municipal Utilities Authority met at a Special meeting on Wednesday, June 12, 2019, with the following members present:

Michael Avolio
Richard Nunn
Robert McCray
Frank Scarantino
Robert Damiano

Also present were Scott Lynn, Executive Director, and Peter Cipparulo, Legal Counsel.

Announcement – Open Public Meetings Act

Following the roll call, Chairman Avolio made the following announcement: In accordance with the provisions of the Open Public Meetings Act, P.L. 1975, c. 231, as amended, notice of this meeting was duly provided & advertised on June 7, 2019 in both The Courier News and Hillsborough Beacon newspapers.

ROLL CALL

MATTERS FOR CONSIDERATION

Resolution – Transfer of Funds to Hillsborough Township

Mr. Lynn reported the he is in receipt of a letter dated June 3, 2019, addressed to Michael Avolio, from Anthony Ferrera, Hillsborough Township Administrator, on behalf of the Township Committee, requesting the transfer of funds from the Authority in accordance with the provisions provided for in N.J.S.A. 40A:5A-12.1.

“Whereas, the maximum amount of money that may be requested shall not exceed 5% of the annual costs of operations of the Authority may be appropriated for use in the local budget of the municipality or county that created the Authority unless otherwise restricted by bond covenants.”

The Township of Hillsborough has requested an amount of \$175,000.00. The amount is within the threshold of the 5%.

After further discussion Mr. Damiano introduced the following resolution and moved it be adopted:

WHEREAS, The Township of Hillsborough, by letter of June 3, 2019, a copy of which is attached hereto, has requested that the Township of Hillsborough Municipal Utilities Authority appropriate \$175,000.00 to the Township of Hillsborough for the reason stated in the aforesaid letter; and

WHEREAS, the members of the Authority, having made an independent determination that the sum of \$175,000.00 may be submitted to the Township of Hillsborough without severs adverse economic consequences to the Authority for the fiscal year ending in 2019; and

WHEREAS, the members of the Authority having advised the Township of Hillsborough that due to large economic projections made by the Authority, the Authority may be unable to make such an appropriation in the immediately succeeding fiscal years; and

WHEREAS, the payment to the Township of Hillsborough can be appropriated once the State of New Jersey, Department of Community Affairs certifies the amendment to the 2019 budget.

NOW, THEREFORE, BE IT RESOLVED, the Township of Hillsborough Municipal Utilities Authority hereby approves the allocation of \$175,000.00 to the Township of Hillsborough in accordance with the following:

1. Pursuant to N.J.S.A. 40A:5A-12.1, the Township of Hillsborough Municipal Utilities Authority appropriates the sum of \$175,000.00 to the Township of Hillsborough from the 2019 fiscal year for the reason cited in the June 3, 2019 letter from the Township of Hillsborough.
2. The payment shall be made to the Township of Hillsborough once the Certified Amendment to the 2019 budget is approved by the State of New Jersey Department of Community Affairs.
3. Based upon economic projections made by the Authority, the Authority makes no representation or assurances to the Township of Hillsborough that any sums will be available for appropriation to the Township of Hillsborough for the succeeding fiscal years of the Authority.

The motion and resolution were seconded by Mr. Scarantino, and the roll call vote was: Chairman Avolio – yes, Mr. Nunn – yes, Mr. McCray – yes, Mr. Scarantino – yes, and Mr. Damiano – yes.

Resolution – Closed Meeting

Mr. McCray introduced the following resolution and moved that it be adopted:

BE IT RESOLVED, in accordance with the provisions of the Open Public Meetings Act, P.L. 1975, c. 231, as amended, the Authority shall meet in closed session for the purpose of reviewing personnel.

The motion and resolution were seconded by Mr. Damanio, and the roll call vote was: Chairman Avolio – yes, Mr. Nunn- yes, Mr. McCray – yes, Mr. Scarantino – yes, and Mr. Damiano – yes.

Reconvene Public Meeting

Following the closed session, the public meeting was reconvened.

Resolution – Hiring of Daniel Reiter as a Full Time Employee

Although the vote was carried to the June meeting discussions regarding Dan and his performance had taken place.

Mr. Lynn stated that Dan has been very instrumental in the organization and has done a fine job.

Mr. Reiter was also approved to transition from consultant to full-time employee. Mr. Lynn advised that Mr. Reiter has been a tremendous asset to him as maintenance supervisor and interactions with HMUA employees.

Resolution – Hiring of a Stenographer to Attend the Monthly Meetings

Mr. Nunn recommended the hiring a stenographer to take and prepare notes at the regularly scheduled monthly meetings.

After further discussion Mr. Scarantino introduced the following resolution and moved it be adopted:

WHEREAS, the need to have a stenographer to take and prepare the minutes at the monthly meetings does exist; and

WHEREAS, Mr. Cipparulo recommended a stenographer that he is aware of and would be available; and

WHEREAS, a stenographer could be hired at rate of not to exceed \$300.00 (appearance fee) per meeting and a rate of \$6.00 per sheet of minutes taken, and

WHEREAS, a stenographer would be hired until the reorganization meeting in February, 2020, on a trial basis; and

NOW, THEREFORE, BE IT RESOLVED, the Township of Hillsborough Municipal Utilities Authority hereby approves the hiring of a stenographer to attend the monthly meetings at a rate not to exceed \$300.00 per meeting and a \$6.00 per page rate until the reorganization meeting in February, 2020.

The motion and resolution were seconded by Mr. Damiano, and the roll call vote was: Chairman Avolio – yes, Mr. Nunn – yes, Mr. McCray – yes, Mr. Scarantino – yes, and Mr. Damiano – yes.

ADJOURNMENT

Mr. Avolio moved that the meeting be adjourned.