

**MINUTES**  
**TOWNSHIP OF HILLSBOROUGH**  
**HILLSBOROUGH MUNICIPAL UTILITIES AUTHORITY**  
**Thursday, January 23, 2020**

The township of Hillsborough Municipal Utilities Authority met at a rescheduled monthly meeting on Thursday, January 23, 2020, with the following members present:

Michael Avolio  
Richard Nunn  
Robert Damiano  
Frank Scarantino

Also present were Peter Cipparulo, General Council, and Agha Hasan from Van Note Harvey. Member Robert McCray was absent.

**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 on January 6, 2020.

**Approval of Minutes** – The following action was taken to approve minutes:

November 26, 2019 Minutes – Motion to Approve by Mr. Damiano, Second by Chairman Avolio; and the roll call vote was: Chairman Avolio – yes, Mr. Nunn – yes, Mr. Damiano– Yes, and Mr. Scarantino – yes.

December 11, 2019 Minutes – Motion to Approve by Mr. Damiano, Second by Mr. Nunn; and the roll call vote was: Chairman Avolio – yes, Mr. Nunn – yes, Mr. Damiano– Yes, and Mr. Scarantino – yes.

December 11, 2019 Closed Minutes – Motion to Approve by Mr. Nunn, Second by Mr. Damiano; and the roll call vote was: Chairman Avolio – yes, Mr. Nunn – yes, Mr. Damiano – Yes, and Mr. Scarantino – yes.

December 28, 2019 Closed Minutes – Motion to Approve by Mr. Damiano, Second by Chairman Avolio; and the roll call vote was: Chairman Avolio – yes, Mr. Nunn – yes, Mr. Damiano – Yes, and Mr. Scarantino – yes.

**Business from the Floor** – None

## **Presentation by Mr. Agha Hasan**

Mr. Hasan presented updates on current design projects. He advised that the revised pump station design flow of 4.4 MGD included 950 future units. Regarding the new force main project, a meeting has been scheduled for Wednesday January 29 at 10:00 AM. Regarding the Route 206 lining project Mr. Hasan advised that the plans included the Authority pumping by-pass flows and still needed a Highway Occupancy permit. After discussion the Board asked that the Plans and specifications be changed to make the Contractor responsible for by-pass pumping and that Mr. Hasan apply to NJDOT for permits.

## **Matters for Consideration**

- **Resolution: Approval of new hire – Anthony Donnadio**  
After a brief discussion Mr. Damiano moved that the hire of be approved as amended to reflect no longevity and as recommended by the Executive Director. The motion was seconded by Mr. Nunn, and the roll call vote was: Chairman Avolio – yes, Mr. Nunn – yes, Mr. Damiano – yes, and Mr. Scarantino – yes.
- **Resolution: Purchase of a CAM Superline 7CAM18C - 7 X 18 Trailer**  
After a brief discussion Mr. Nunn moved that the purchase be approved as recommended by the Executive Director. The motion was seconded by Mr. Damiano, and the roll call vote was: Chairman Avolio – yes, Mr. Nunn – yes, Mr. Damiano – yes, and Mr. Scarantino – yes.
- **Resolution –Closed Meeting:** Chairman Avolio made the following announcement:  
BE IT RESOLVED in accordance with the provisions of the Open Public Meetings Act, P.L. 1975 c.231, the Authority shall meet in closed session for the purpose of reviewing personnel.  
Mr. Damiano moved that the Board go into closed session. The motion was seconded by Mr. Nunn and the roll call was: Chairman Avolio – yes, Mr. Nunn – yes, Mr. Damiano – yes, and Mr. Scarantino – yes.
- **Reconvene Public Meeting:**  
Mr. Damiano moved that the Board reconvene the Public portion of the meeting. The motion was seconded by Mr. Nunn and the roll call was: Chairman Avolio -yes, Mr. Nunn – yes, Mr. Damiano – yes and Mr. Scarantino – yes
- Mr. Scarantino moved that the Board advertise to fill the position of Executive Director (a 40-hour work week position) and post the position in the workplace. The motion was seconded by Mr. Damiano and the roll call was: Chairman Avolio -yes, Mr. Nunn – yes, Mr. Damiano – yes, and Mr. Scarantino – yes.

- Mr. Scarantino moved that the Chairman and Vice Chairman be authorized to interview and temporarily appoint and recommend an employee as Acting Executive Director until the position is filled. The motion was seconded by Mr. Damiano and the roll call was: Chairman Avolio -yes, Mr. Nunn – yes, Mr. Damiano – yes, and Mr. Scarantino – yes
- Mr. Nunn moved that Eric Lehman meet with Mr. Hasan and review the Royce Brook trunk line and if applicable make reports to NJDEP. Mr. Scarantino seconded the motion and the roll call was: Chairman Avolio -yes, Mr. Nunn – yes, Mr. Damiano – yes, and Mr. Scarantino – yes
- The Board, agreed to have a special meeting and to direct staff to notice and schedule the Special Meeting for Saturday February 8, 2020 at 9:00 A.M.

**CLAIMS LIST APPROVAL**

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

Be IT RESOLVED that the following claims lists dated January 23, 2020 be approved and the Treasurer be authorized to issue checks in payment of said claims.

Operating Fund	-	January 23, 2020	\$298,154.18
General Fund	-	January 23, 2020	\$109,054.44

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

**ADJOURNMENT**

There being no further business to come before the meeting, Mr. Damiano moved that the meeting be adjourned. The motion was seconded by Mr. Nunn and the roll call vote was unanimous for adjournment.