



**TOWNSHIP OF HILLSBOROUGH MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING MINUTES
WEDNESDAY – SEPTEMBER 24, 2025**

The Township of Hillsborough Municipal Utilities Authority held a meeting that began at approximately 6:00 PM on Wednesday, September 24, 2025, with the following members present:

Michael Avolio
Robert Damiano
Robert McCray
Richard Nunn
Frank Scarantino

Also, the Executive Director Pamela Borek, and Mr. Peter Cipparulo, Esq. were present.

ANNOUNCEMENT – Open Public Meetings Act

In accordance with the provisions of Section 5 of the Open Public Meetings Act, Chapter 231 of the Public Laws of 1975, notice of this meeting was made by notifying the officially designated newspaper and the Hillsborough Township Clerk that this meeting would take place on September 24, 2025, at 6:00 pm.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- June 25, 2025, Meeting Minutes

A motion was made by Mr. Damiano, seconded by Mr. Avolio, and the above minutes were approved by those members present and eligible to vote.

- June 25, 2025, Closed Session Meeting Minutes

A motion was made by Mr. Damiano, seconded by Mr. Avolio, and the above minutes were approved by those members present and eligible to vote.

- July 23, 2025, Meeting Minutes

A motion was made by Mr. Damiano, seconded by Mr. Avolio, and the above minutes were approved by those members present and eligible to vote.

MATTERS FOR CONSIDERATION

RESOLUTION #25-0924-01 – Resolution Authorizing the 2026 Budget Resolution for The Township of Hillsborough Municipal Utilities Authority (TTHMUA), Fiscal Year: December 01, 2025, to November 30, 2026

WHEREAS, the Annual Budget for Hillsborough Municipal Utilities Authority for the fiscal year beginning December 01, 2025, and ending November 30, 2026, has been presented before the governing body of the Township of Hillsborough Municipal Utilities Authority at its open public meeting of September 24, 2025; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$7,561,853.00, Total Appropriations including any Accumulated Deficit, if any, of \$7,573,750.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$11,897.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$910,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$910,000.00; and

WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law **NOW, THEREFORE BE IT RESOLVED**, by the governing body of the Hillsborough Municipal Utilities Authority, at consider the Annual Budget and Capital Budget/Program for Adoption on October 22, 2025. an open public meeting held on September 24, 2025 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the) Hillsborough Municipal Utilities Authority for the fiscal year beginning December 01, 2025 and ending November 30, 2026, is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Hillsborough Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for Adoption on October 22, 2025.

The motion and resolution were introduced by Mr. Avolio and seconded by Mr. Damiano and those present voted in favor.

RESOLUTION #25-0924-02 – Resolution Authorizing the Auctioning of Two (2) Vehicles No Longer Used by The Township of Hillsborough Municipal Utilities Authority (TTHMUA)

WHEREAS, the Staff of the Township of Hillsborough Municipal Utilities Authority (TTHMUA) has determined that it no longer has the need for the following vehicles trailer which have served TTHMUA beyond their useful service life:

- 2002 Dodge Ram Van VIN# 2B7HB 11Y72 K1305 27
- 2016 Ford Explorer VIN# 1FM5K 8B87G GA787 57

WHEREAS, the County of Somerset, New Jersey from time to time holds a Surplus Auction in Somerville, New Jersey.

NOW, THEREFORE, BE IT RESOLVED by the Township of Hillsborough Municipal Utilities Authority, (TTHMUA), County of Somerset, State of New Jersey as follows:

1. The foregoing “WHEREAS” clauses are hereby incorporated as if fully restated.
2. The Township of Hillsborough Municipal Authority hereby approves the auctioning of the following two (2) vehicles, which have serviced TTHMUA beyond their useful service life at the next available Somerset County Surplus Auction to be held in Somerville, New Jersey.

- 2002 Dodge Ram Van VIN# 2B7HB 11Y72 K1305 27
- 2016 Ford Explorer VIN# 1FM5K 8B87G GA787 57

Ms. Borek advised that the van, although has low mileage is not being utilized by the Authority and the explorer has a significant of mileage and needs repairs that exceed its worth.

The resolution and motion were introduced by Mr. McCray and seconded by Mr. Damiano and all those voted in favor.

RESOLUTION #25-0924-03 – Resolution Authorizing Will Serve for Block 182, Lot 11.01 within Hillsborough Township, County of Somerset, State of New Jersey

WHEREAS, The Township of Hillsborough Municipal Utilities Authority (TTHMUA) is in receipt of email correspondence of a letter written to TTHMUA from M&M Realty Partners at Hillsborough, LLC regarding a proposed residential development; and

WHEREAS, the property, Block 182, Lot 11.01 (West Tract Subdivision) has been verified that it is within the Somerset County / Upper Raritan Watershed Wastewater Management Plan in an area designated to be serviced by sanitary sewers; and

WHEREAS, however, TTHMUA cannot reserve additional capacity and cannot commit to accepting additional wastewater from the property until such time that an application and plans are received, reviewed, and approved by TTHMUA; and

WHEREAS, connection applications are required to be obtained from TTHMUA and Somerset Raritan Valley Sewerage Authority; and

WHEREAS, New Jersey Department of Environmental Protection (NJDEP) Treatment Works Approval (TWA) may be required; and

WHEREAS, off-site system improvements may be required, and this will be determined upon receiving an application and plans for review; and

WHEREAS, applicable plan review fees and inspection fees will be assessed when the application and plans are received by TTHMUA, for the applicable plan review and inspections at time of construction.

NOW, THEREFORE, BE IT RESOLVED by the Township of Hillsborough Municipal Utilities Authority, County of Somerset, State of New Jersey, as follows:

1. Block 182, Lot 11 (West Tract Subdivision) is within the Sanitary Sewer Service Area and service is available.
2. Additional capacity cannot be reserved.
3. Connection applications, applicable fees and Engineering plans are required.
4. TWA approval may be required.
5. System improvements may be required.
6. This resolution shall take effect immediately.

The motion and resolution were introduced by Mr. Avolio and seconded by Mr. McCray and those present voted in favor.

RESOLUTION #25-0924-04 – Resolution Authorizing Will Serve for Block 177.13, Lots 68, 69 and 70 within Hillsborough Township, County of Somerset, State of New Jersey

WHEREAS, The Township of Hillsborough Municipal Utilities Authority (TTHMUA) is in receipt of email correspondence of a letter written to TTHMUA from MidAtlantic Engineering Partners, LLC regarding a proposed residential development; and

WHEREAS, the property, Block 177.13, Lots 68, 69 and 70 has been verified that it is within the Somerset County / Upper Raritan Watershed Wastewater Management Plan in an area designated to be serviced by sanitary sewers; and

WHEREAS, however, TTHMUA cannot reserve additional capacity and cannot commit to accepting additional wastewater from the property until such time that an application and plans are received, reviewed, and approved by TTHMUA; and

WHEREAS, connection applications are required to be obtained from TTHMUA and Somerset Raritan Valley Sewerage Authority; and

WHEREAS, New Jersey Department of Environmental Protection (NJDEP) Treatment Works Approval (TWA) may be required; and

WHEREAS, off-site system improvements may be required, and this will be determined upon receiving an application and plans for review; and

WHEREAS, applicable plan review fees and inspection fees will be assessed when the application and plans are received by TTHMUA, for the applicable plan review and inspections at time of construction.

NOW, THEREFORE, BE IT RESOLVED by the Township of Hillsborough Municipal Utilities Authority, County of Somerset, State of New Jersey, as follows:

1. Block 177.13, Lots 68, 69 and 70 is within the Sanitary Sewer Service Area and service is available.
2. Additional capacity cannot be reserved.
3. Connection applications, applicable fees and Engineering plans are required.
4. TWA approval may be required.
5. System improvements may be required.
6. This resolution shall take effect immediately.

The motion and resolution were introduced by Mr. Avolio and seconded by Mr. McCray and all those present voted in favor.

DISCUSSION

The following items were provided in advance of the meeting in the Director's Report:

Finance

Proposed Operating and Capital Budgets – Fiscal Year Ending Nov. 30, 2026

Based on the comments received at the September 8th meeting, Ms. Borek revised budget and shared those revisions with the Board; revenue was increased for user fees based on 3Q billing coupled with assuming of the 35 new connections, half of them will be for the full year at the \$120. This resulted in the user fees increasing by \$306,888 from the 2025 Budget, \$13,934 from the forecast and \$8,400 from Version 1 of the 2026 Budget. This remains slightly conservative, as the user fees for affordable housing units have a rate that is less than \$120, as most of them are also less than 3 bedrooms. In addition, operating salary and wages were reduced to \$952,500, based on forecast. This resulted in only utilizing \$11,897 in unrestricted assets.

Ms. Borek advised that the revisions were sent to Ron Gardner for feedback on 09-09-2025. He reviewed it and concurred with the edits.

First Bank is offering 4.15% on a 12-month CD (\$500,000) and they have recently joined the AEA as a member and sponsor. I am proposing this as an addition to utilizing Provident for all accounts. (from Provident: The best rate the bank can offer at this time is a 7-month CD with a rate of 4.02% and APY of 4.10%). The Board advised to explore additional options for CD rates.

Past Due Accounts – Ms. Borek reported that the tax sale was held this morning, with a total of 70 liens, only 45 were sewer related.

Facilities / Projects

New Office – Have to order signage for the front door as well as paint the shutters and doors.

Mulford Pump Station Replacement – Ms. Borek advised that manhole are in and the project is progressing along.

Ms. Borek reported that the Fox Chase project is closed out and maintenance bond in hand.

Sunnymead Pump Station – Mark Mayhew (Pennoni) is seeking a response from the last change order, email with change order attached to this report. He has advised that their electrical contractor Moorehouse will not proceed with until Pennoni issues a change order and Pennoni won't issue the changed order unless TTHMUA does. After a brief discussion the Board advised Ms. Borek to send a letter to Mr. Mayhew stating that there will be no further payment and the Board is seeking bid ready plans and documents.

Ms. Borek advised that she spoke with Tom Fuscaldo of PVSC and the MUA is good through 2029 for participation in the Coop. The process is currently open, for vendors to bid and it is anticipated that the awards will be made at their 10/16 meeting; at which time the replacement pump will be ordered. We already met with the vendor at the site and access is going to be an issue. We have a meeting scheduled tomorrow at 10 am with the installer and the vendor to review the site and access.

Country Classics – The seal on Pump 2 was replaced by Hydra-Numatic. Pump 1 needed to be replaced, supplies were purchased and that was done in house.

Gumble Pump Station – Trees will be replaced in the coming weeks; that will be followed by the repairs to the water supply.

I&I – Equipment is being repaired. Upon return, training will be scheduled, and the program will restart.

GIS – This is moving along with staff and is being done the correct way, ensuring the labeling is correct as well as including the information (attributes) into the system.

Easement update – see photos, manholes are being marked with paint and poles. The two pictures below are off Valley Road, behind Schilke. The third is behind campus by the chamber. Staff does a great job in gaining access to historically inaccessible areas. Mr. Nunn requested copies of the maps showing the completed easements and if possible the dates.

Social Media – awaiting on approval to make the accounts live.

Miscellaneous Items

EV Charging Stations at Townhouse Developments: Trenching will begin shortly at the 3 properties in the Brookside development. MUA inspector will be present during trenching.

Sewer Capacity: relative to upcoming Township projects; awaiting room composition from the Planning Department. I am starting my own running list of projects, in the pipeline and what we are receiving requests

for. Again, SRVSA has more of the concern based on what they are rated for versus what is potentially on the table.

Various Connections: ED Borek met with the Township Health Department team of Mike Carr, Dane Dvorak and Bill Willard to discuss Claremont connections that were originally given a waiver but have paid their assessments but now have failing systems. It is recommended that those property owners tie into the sanitary system.

There are several homes on Township Line Road with septic systems dating back to the 1970s, one property owner inquired about hooking up, but they would need an easement through Township Property.

Safety: Our next internal safety meeting is scheduled for Wednesday, October 8th at 7:30 am. During these meetings, we discuss not only safety related issues, but overall general maintenance items and plans for work. These have been well-received so far, so we will continue with them.

Upcoming Events:

The Township's HBA Annual Awards Dinner is Thursday, October 30, from 6-8 pm at Royce Brook Golf Club, registration is \$25. I received an email and was told that it (the email) went to all businesses. Please advise if you wish to attend, I am unavailable that evening.

NJAEA 2025 Annual Meeting & Conference; Monday, November 17th and 18th - Rick, Mike and Pam are scheduled for Tuesday attendance.

NJLOM Annual Conference: Tuesday, November 18th – Thursday November 20th Rick, and Pam are registered.

SRVSA: Frank and Pam are attending WEFTEC next week.

AEA Check in / Legislative Update and Safety Committee Update: The main focus at the time is with the 3M and Dupont settlements. Many authorities have provided comments in opposition of the proposed Judicial Consent Order absolving 3M and Dupont of future liability through the settlements of \$450 M and approximately \$2M, respectively. However, of the \$450M only \$170 is reserved PFAS abatement. It is a multipronged issue, in that DEP proposed such stringent measures, they are 25,000 times more stringent than the New Jersey drinking water standards and are far lower than laboratory detection levels. That withstanding, treatment facilities, should this proposal be accepted and enforced. SRVSA provided information from their consultant, James Cosgrove, P.E. President, One Water, LLC in which based on an analysis of a 2023 Minnesota study, he estimated the following to treat PFAS for a 10 MGD treatment facility

- Capital costs \$41M - \$170M
- Annual operating costs \$4.5M - \$13M
- Now scale that to meet the needs of SRVSA \$94M-391 and annual operating \$10M-\$30M

The above would have a catastrophic impact on the rate payers.

Estimates were also provided for the removal from biosolids.

The comment period on the Dupont decision is open until 11/1.

The AEA and other Authorities are passing resolutions to become interveners in the matter.

In other AEA news, they have a podcast called Stream Line. The AEA podcast, AEA Stream Line, provides interesting conversations and news about New Jersey water, wastewater, and solid waste issues. On the latest episode, two former presidents of NJ and Pennsylvania discuss why so-called “fair market value” laws inflate the purchase price of water and sewer systems — which is a bad deal for customers.

Listen on [Spotify](#), [Apple Podcasts](#), [Player FM](#), [Amazon Music](#), or wherever else you get your podcasts.

CLAIMS LISTS

Operating Fund \$ 166,627.89 – September 24, 2025

General Fund \$ 10,945.58 – September 24, 2025

A motion was made by Mr. Damiano, seconded by Mr. Scarantino; all those present voted in favor.

PUBLIC COMMENT

None at this time.

ADJOURNMENT

With no further business to discuss, a motion was made by Mr. Damiano, seconded by Mr. McCray to adjourn the meeting at 6:54 pm and all those present voted in favor.