

Hopewell Township Finance Advisory Committee

Township Municipal Building
June 20, 2016

Committeeman Colina called the meeting to order at 7:04 p.m.

Members Present: Colina, Robinson, Botero, Guleria

Members Absent: Welsh, Sauer, Downey

Staff Present: Borges

HTC Liaisons Present: Kuchinski, Brant

Prior Minutes

Minutes from the May 16, 2016 meeting (motion by Botero, second by Robinson) were approved unanimously. Outstanding minutes from November 5, 2015 and March 21, 2016 were not available for review. Unreviewed minutes will be reviewed at the next meeting.

Fee Recommendations

The Committee continued discussion of fee recommendations proposed by Police Chief Lance Maloney at the April 18, 2016 meeting.

1. Regarding the proposed \$5 increase in fee for the Deer Management Hunting Permit Safety Training course, Ms. Borges indicated that there is usually only one session. A motion (by Botero, second by Guleria) to recommend increasing the fee by \$5 was approved unanimously.
2. Regarding the proposed increase to \$25 for an annual Solicitor's fee, the committee reviewed and discussed new information, including the fact that both Pennington and Princeton charge \$100, the fact that non-profits by law are not charged a fee, and the fact that our costs exceed \$100 per permit. After further discussion, a motion (by Robinson, second by Guleria) to recommend an increase in fee to \$100 was approved unanimously.
3. Regarding the proposed fines for false burglar alarms, beginning with the third false alarm in a calendar year, the committee had agreed unanimously at its May meeting that the fines as currently proposed are appropriate. (Third false alarm - \$50, fourth - \$75, and fifth and more - \$100 each.) Committeeman Guleria, after

speaking with some area business owners, reinitiated discussion on the topic, specifically related to how quickly the police respond to alarms, and how business owners are often required to appear in court. The Committee asked Ms. Borges to find out if court appearances are mandatory in these circumstances, or if a fine can simply be paid up front.

Surplus and Debt

The Committee continued discussion of Princeton's Surplus Policy and Capital and Debt Policy, which was based on work done by Princeton's Finance Advisory Committee. All agreed that Hopewell Township would benefit from a similar guiding document. Ms. Borges specifically noted a need to define and classify our different types of debt and ways to monitor that debt. Mr. Botero indicated that he would like to work on this project with Ms. Borges and one other FAC member – possibly Mr. Welsh. Mr. Botero indicated that he will reach out to Mr. Welsh and set up a meeting for the three to meet.

Capital Budget

The Committee reviewed an updated Capital Budget spreadsheet, which included Township roads. There was discussion of some specific items, including anticipated vehicle purchases, road seal treatments, information technology, and recreation fields. Ms. Borges indicated that she would like to make a new sheet that includes debt service, showing year to year changes.

Other Business

1. Mayor Kuchinski informed the FAC that the Hopewell Township Committee (HTC) had held a work session at its last meeting regarding bulky waste, and that the HTC would like assistance from the FAC regarding a resident survey surrounding disposal of bulky waste. Specifically, Mayor Kuchinski indicated that he would like the FAC to ensure that the cost figures generated are accurate. Mr. Colina suggested that "Bulky Waste" be added to the agenda for the July FAC meeting; the group agreed that the top five options should be identified/investigated.
2. Mayor Kuchinski indicated that our Fire District may approach the Township with thoughts regarding ambulance calls, and the fact that a large proportion of our calls are going to serve Ewing and Lawrence Townships as backup. There is some thought that those municipalities are not adequately replacing their equipment, creating a need that in effect transfers costs to Hopewell Township.

3. Ms. Borges indicated that Mr. Pogorzelski would like to attend a future meeting to discuss stormwater escrow. The Committee agreed that that would be fine.

Public Comment

Committeeman Colina opened the meeting to public comment. Seeing none, the meeting was closed to public comment.

Adjournment

The meeting was adjourned (motion by Colina, second by Botero) by unanimous vote at 8:06 p.m.

Respectfully submitted,

Kim Robinson, Alt. Rec. Secretary
HT Finance Advisory Committee.