

Township of Hillside
CAUCUS MEETING OF THE TOWNSHIP COUNCIL
MINUTES

May 13, 2025 @ 6:33pm *Agenda subject to change*

The Caucus Meeting of the Township of Hillside Township Council was held on May 13, 2025 in the Municipal Building, 1409 Liberty Avenue Hillside, New Jersey 07205 at 6:30pm.

CALL TO ORDER

Craig Epps, Council President called the meeting to order.

FLAG SALUTE

Craig Epps, Council President, led the flag salute.

STATEMENT OF PUBLIC NOTICE

Rayna E. Harris, Township Clerk read the following statement: This Meeting was called pursuant to the provisions of the Open Public Meetings Act. Notice of this meeting was sent to the Star Ledger on January 3, 2025. In addition, copies of notice were posted on the bulletin board in the Municipal Building, posted on the Town Hall doors, and field in the Office of the Township Clerk. Notices on the bulletin board have remained continuously posted. Proper notice having been given; the Township Clerk is directed to include this statement in the minutes of this meeting.

ROLL CALL

Rayna E. Harris, Township Clerk, read the roll call.

PRESENT

Council Member Lisa Bonanno, Council Member Craig Epps, Council Member David Feuerstein, Council Member Garretson, Council Member Andrea Hyatt, and Council Member Daryl Joyner

EXCUSED

Council Member Robert Rios

ALSO PRESENT

Hope Smith, B.A.; Glynn Jones, CFO; Gracia Montilus, Township Attorney; Brook L. Nieves, Deputy Clerk and Rayna E. Harris, Township Clerk

MINUTES:

January 8, 2025

Motioned by Council Member Hyatt; Seconded by Council Member Bonanno

All Council Members voted in the Affirmative with the Exception of Council Member Garretson who Abstain. **Motion Carries**

February 25, 2025

Motioned by Council Member Garretson; Seconded by Council Member Feuerstein

All Council Members voted in the Affirmative. **Motion Carries**

March 25, 2025

Motioned by Council Member Hyatt; Seconded by Council Member Feuerstein

All Council Members voted in the Affirmative with the Exception of Council Member Garretson who Abstain. **Motion Carries**

April 22, 2025 – ABC Meeting

Motioned by Council Member Hyatt; Seconded by Council Member Joyner

All Council Members voted in the Affirmative. **Motion Carries**

PAYMENT OF BILLS: May 13, 2025 (TABLED)

Motioned to Table by Council Member Bonanno; Seconded by Council Member Feuerstein
All Council Members voted in the Affirmative. **Motion Carries**

ORDINANCES**First Reading & Introduction >> O-25-11 (FAILS)****CALENDAR YEAR 2025 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.140)**

Motion to Un-Table by Council Member Joyner; No Second

ORDINANCE: Public Hearing & Final Adoption >> O-25-10**ORDINANCE O-25-10****AN ORDINANCE REGARDING PUBLIC ACCESS TO AND VIDEO AND AUDIO RECORDING ON MUNICIPALITY PROPERTY**

WHEREAS, the Township of Hillside recognizes that rules and guidelines for individuals who wish to enter and record video and/or audio activities on government-owned property need to be established.

1. NOW, THEREFORE, BE IT ORDAINED by the Township Council of the Township of Hillside as follows:

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF HILLSIDE that:

Section 1: PURPOSE

The Township of Hillside Council (the "Council") of the Township of Hillside (the "Municipality") is committed to protecting the rights of citizens under the First Amendment of the United States Constitution, while implementing policies and procedures that protect the health, safety, welfare, and personal privacy of the Municipality's employees and the general public who do business with or use the services of the Municipality. This policy (this "Policy") is intended to delineate those portions of the Municipality Property (as defined herein) that are accessible to and observable by the general public from those portions that are accessible on a limited basis, establish rules of conduct that are applicable to all Municipality Property, and specify procedures for Municipality employees who encounter those who wish to access Municipality Property for observational purposes.

Section 2: DEFINITIONS

"Limited Access Area" means any designated area on Municipality Property that is not generally open to or occupied by the public; is open to or occupied by the public on only a limited, as-needed, or by-invitation basis; or is in an area generally open to or occupied by the public in close proximity to where private third parties conduct business with Municipality employees. Limited Access Areas may be designated by doors, physical barriers, building design features, signage, reception desks or stations, stanchions, ropes, fencing, bollards, or other visible indications. The lack of visible indications shall not prevent the Municipality from considering or treating an area as a Limited Access Area. The Municipality shall retain the right to verbally instruct third parties that an area is a Limited Access Area. Without limiting the generality of the foregoing, Limited Access Areas include but are not limited to the following:

Employee offices.

Employee workspaces including copy rooms, mailrooms, and break areas.

Employee parking lots, storage areas, access points, or other outside areas marked for use by Municipality employees or vehicles only.

Areas in close proximity to places, stations, desks, counters, or teller windows at which private third parties conduct business with Municipality employees.

Hallways, staircases, restrooms, elevators, and other areas by purpose or function restricted to limited or transitory occupancy or providing access solely to other Limited Access Areas.

Maintenance, storage, and warehousing facilities.

Public works and public safety buildings, except for any designated waiting or reception areas therein.

Water, sewer, and other public utility facilities.

“Municipality Official” means, for purposes of this policy:

- a) Any Municipality law enforcement officer.
- b) Any person providing security services in any Municipality Property pursuant to contract with the Municipality or with any person, firm, or corporation managing a Municipality Property on the Municipality’s behalf.
- c) With respect to any building, facility, area, or space assigned to a Municipality department, division, or agency, the director or manager of such department, division, or agency, or any person that such official specifically designates in writing.
- d) The Municipality [Manager/Administrator], any Deputy Municipality [Manager/Administrator], [additional officers], or any person that such officials specifically designate in writing.

“Municipality Property” means any real property owned by the Municipality or in which the Municipality has a property interest or property management responsibility

“Public Area” means any area on Municipality Property that is generally open to general public access and occupancy that is not otherwise designated as a Limited Access Area.

“Rules of Conduct” means the specific guidelines set forth in this policy.

Section 3: RULES OF CONDUCT ON MUNICIPALITY PROPERTY

To maintain an environment that promotes orderly administrative and business operations, and to take reasonable and prudent actions to protect the health, welfare, safety, and personal privacy of all persons at Municipality Property, the Rules of Conduct in this section apply and are to be enforced at all Municipality Property except where specific rules of conduct or prohibitions have been adopted for designated Municipality Property.

Rules of Conduct Applicable to All Municipality Property. The following Rules of Conduct shall apply at all Municipality Property, including both Public Areas and Limited Access Areas:

- a) No person shall enter, attempt to enter, or remain in any areas of Municipality Property for any purpose other than to conduct legitimate business with Municipality offices or tenants located at Municipality Property, to enjoy publicly accessible amenities in Public Areas, to lawfully assemble for social or public interaction in Public Areas specifically designated for such assembly, or to exercise other constitutionally protected rights. The appropriate Municipality Officials may adopt specific policies with respect to Municipality Property under their custody and control to manage conditions for use of such Municipality Property including without limitation to establish hours and terms of use, reservation protocols, use and user priority, and fees for use.
- b) No person shall engage in any activity on Municipality Property that would constitute a violation of federal, state, or local law or regulation.
- c) No person shall engage in activity that disrupts or interferes with the normal operation or administration of Municipality business at Municipality Property, lawful use by Municipality employees and authorized users at Municipality Property, or Municipality-permitted activities.
- d) No person shall stalk, harass, threaten, intimidate, or otherwise compromise the wellbeing and safety of Municipality employees or private third parties lawfully using Municipality Property. Photography, audio recording, or video recording does not, in and of itself, violate this Rule of Conduct. Likewise, conduct that would otherwise violate this Rule of Conduct shall not be permitted merely because the conduct involves photography, audio recording, or video recording.
- e) No person shall interfere or obstruct the free passage of Municipality employees or authorized third parties in or on Municipality Property, including without limitation by standing in, blocking access to, or occupying areas for purposes of photography, audio recording, or video recording.
- f) No person shall photograph, audio record, or video record in such a manner that would allow capture of, access to, or disclosure of private, personal, confidential, sensitive, or privileged information of private third parties. The Municipality may enforce this Rule of Conduct by imposing minimum standing or separation distances from areas, stations, desks, counters, or teller windows at which private third parties conduct business with Municipality employees.

Limited Access Areas The following Rules of Conduct shall apply at all Limited Access Areas:

- a) Limited Access Areas shall be accessible only to the following: (i) employees, elected officials, and appointed officials of the Municipality; and (ii) private parties but only on a limited, as-needed, or by-invitation basis, to include those private parties accessing a Limited Access Area for the express purpose of conducting business with Municipality employees.

- b) Photography, audio recording, and video recording is prohibited in Limited Access Areas, except as follows: (i) any Municipality Official may authorize audio or video recording or photography in Limited Access Areas, for good cause shown, with the consent of all parties to be recorded or photographed, provided that any Municipality Official may impose appropriate and reasonable conditions on the recording or photography to prevent the unauthorized disclosure of confidential information; and (ii) audio and video recording and photography may be permitted in Limited Access Areas when specifically authorized by applicable law or agreements.
- c) No person shall photograph, audio record, or video record any private third party lawfully entering into, using, or occupying a Limited Access Area without the express consent of such third party.

Section 4: EXCLUSION

If a person violates these Rules of Conduct while in or upon Municipality Property, any Municipality Official may eject and direct such person to leave Municipality Property for a period of up to 24 hours. It shall not be necessary for such Municipality Official to allege any crime or other violation of applicable law other than these Rules of Conduct in order to support such notice of exclusion; *provided* that violation of such notice of exclusion may be deemed a trespass under applicable law. The notice of exclusion shall be in writing, given to the person excluded and signed by the Municipality Official. It shall specify the dates and places of exclusion and shall contain a warning of consequences for failure to comply with the notice of exclusion.

Section 5: SECURITY PROCEDURES

- a) Any person may photograph, film, or record audio of any Public Area. Any such activity should be reported to a Municipality Official, preferably a law enforcement officer if possible.
- b) Municipality employees should refrain from engaging with photographers and videographers wherever possible. Municipality employees should monitor photographers or videographers on Municipality Property, but should refrain from engaging them unless they violate any Rule of Conduct. In the event that engagement is necessary, every effort should be made to respond calmly without escalating the encounter.
- c) A Municipality employee who does not wish to be photographed or recorded may retire to a Limited Access Area.
- d) Municipality employees are not required to respond to questions or demands from any photographer or videographer, and should refrain from doing so if possible.
- e) Municipality employees may invite a private third party conducting business with the Municipality and who do not wish to be photographed or filmed to retire to a more private Limited Access Area in order to complete any business or transaction.
- f) Municipality law enforcement officers may approach photographers and videographers upon a complaint from a member of the public or Municipality employees that the activity is suspicious or based upon their own observation that the activity is suspicious or inconsistent with this Policy. This Policy neither limits nor expands the authority of Municipality law enforcement officers to initiate and pursue investigations, to perform pat downs or frisks based upon reasonable suspicion, or to conduct searches based upon probable cause in accordance with legal authority. Photography, audio recording, or video recording does not, in and of itself, rise to the level of reasonable suspicion or probable cause.

2. SEVERABILITY

If any provision of this Ordinance, or the application of any such provision to any person or circumstances, shall be held invalid, the remainder of this Ordinance to the extent it can be given effect, or the application of such provision to persons or circumstances other than those to which it is held invalid shall not be affected thereby, and to this extent the provisions of this Ordinance are severable.

3. REPEALER

All ordinances or parts of ordinances which are inconsistent with any provisions of this Ordinance are hereby repealed as to the extent of such inconsistencies.

4. EFFECTIVE DATE

This Ordinance shall become effective twenty (20) days following the final adoption thereof by the Township Council of the Township of Hillside and shall be published as required by law.

Introduction: April 22, 2025	
MOTION: Bonanno	SECOND: Joyner
YEA: Councilmembers Bonanno, Feuerstein, Garretson, Hyatt, Joyner, Rios, Epps	
NAY: None	
ABSTAIN: None	
ABSENT: None	
EXCUSED: None	
Public Hearing: May 13, 2025	
MOTION: Hyatt	SECOND: Feuerstein
YEA: Councilmembers Bonanno, Feuerstein, Garretson, Hyatt, Joyner, Epps	
NAY: None	
ABSTAIN: None	
ABSENT: None	
EXCUSED: Rios	
Adoption: May 13, 2025	
MOTION: Bonanno	SECOND: Joyner
YEA: Councilmembers Bonanno, Feuerstein, Garretson, Hyatt, Joyner, Epps	
NAY: None	
ABSTAIN: None	
ABSENT: None	
EXCUSED: Rios	

Public Comments:

Val Mayo – 1424 Liberty Ave.

- Explanation on the Ordinance

Motion to Close Public Comments by Council Member Joyner; Seconded by Council Member Bonanno, **All-In-Favor**

RESOLUTIONS

R-25-119 Auth. a Grant Application to the State of NJ Department of Environmental Protection for the 2022 Recycling Tonnage Grant

Motioned by Council Member Hyatt; Seconded by Council Member Joyner

All Council Members voted in the Affirmative. **Motion Carries**

R-25-120 Auth. the Acceptance of a Grant Award from the State of NJ Department of Environmental Protection for the 2022 Recycling Tonnage Grant in the Amount of \$45,185.25

Motioned by Council Member Hyatt; Seconded by Council Member Bonanno

All Council Members voted in the Affirmative. **Motion Carries**

R-25-121 Auth. Emergency Budget Appropriation for Grant Award from the State of NJ Department of Environmental Protection Under the 2022 Recycling Tonnage Grant in the Amount of \$45,518.21 (As Amended)

Motion to Amend the Amount to \$45,185.21 by Council Member Hyatt; Seconded by Council Member Joyner

All Council Members voted in the Affirmative. **Motion Carries**

R-25-122 Appointing Samuel Manigault as Public Defender (Fails)

Motioned by Council Member Joyner; Seconded by Council Member Bonanno,

All Council Members voted Nay with the Exception of Council Member Joyner who Voted Yes. **Motion Fails**

R-25-125 Auth. Submission if a Grant Proposal to the NJ Department of Transportation's Transportation Alternatives Aside Program for Pedestrian Safety & Streetscape Improvements to Liberty Avenue

Motioned by Council Member Hyatt; Seconded by Council Member Feuerstein

All Council Members voted in the Affirmative. **Motion Carries**

R-25-126 Revoking the Financial Agreement ("Pilot Agreement") Between the Township of Hillside & Hillside North Board Automotive, Approved on October 15, 2012

Motioned by Council Member Hyatt; Seconded by Council Member Bonanno
All Council Members voted in the Affirmative. **Motion Carries**

R-25-128 Resolution of the Township of Hillside, in the County of Union, State of NJ, Determining the Form & Other Details of its Note “ Relating to the Water Bank Construction Financing Program of the NJ Infrastructure Bank”. To be Issued in the Principal Amount of Up to \$2,800,000.00 & Providing for the Issuance & Sale of Such Note to the NJ Infrastructure Bank, & Authorizing the Execution & Delivery of Such Note by the Township of Hillside in Favor of the NJ Infrastructure Bank, all Pursuant to the Water Bank Construction Financing Program of the NJ Infrastructure Bank

Motioned by Council Member Bonanno; Seconded by Council Member Joyner
All Council Members voted in the Affirmative. **Motion Carries**

R-25-074 Resolution of the Township of Hillside Auth. the Township of Hillside to Join the ACR Health Insurance Fund
(TABLED)

Motioned to Un-Table by Council Member Joyner; No Seconded **Motion Fails**

R-25-129 Designating Office Space Adjacent to the Municipal Clerk’s Office for Council Pre-Meeting Conferences Pursuant to Township Code §4-3.8

Motion from the Floor by Council Member Bonanno; Seconded by Council Member Garretson
All Council Members voted in the Affirmative with the Exception of Council Member Joyner who Abstain. **Motion Carries**

PUBLIC COMMENTS

Motion to Open Public Comments by Council Member Hyatt; Seconded by Council Member Garretson, **All-In-Favor**

Sofia Rodrigues – 122 James St.

- Spoke to a council member Feuerstein about how the town did not send out notification regarding Howard and James Street, where they planned to allow cars through the school gate. Now, there's a lot of blocked driveways, heavy traffic, and no one is helping to direct it

Sherly Allison – 123 James St.

- She has spoken to the Board of Education about the traffic on James and Howard Street, but the Board is blaming the police department. The police have stopped answering her calls, no matter how many times she tries. Meanwhile, parents of students are parking in residents' driveways, and when homeowners ask them to move, they respond with cursing and hostility.
- Street sweeping is ineffective—half the streets don't even get cleaned, and when the sweeper does come through, they often don't lower the brush to actually clean the road.

Natalia Martins Oliveira – 1213 Howard St.

- She also addressed the issue of excessive traffic on James and Howard Street, as well as the rude behavior of some parents. She requested that an officer be stationed there to help direct traffic.

Faith Fryerson – 72 Hillside Ave.

- Residents parked in front of her driveway, forcing her to place a cone to block the space. There needs to be a permanent solution to this problem at Hillside

Annie Davis – 1544 Morris Pl.

- The LLC owners on Morris Pl. do not clean up after themselves, and she has seen rats in her yard as a result.
- The building on the corner of Hillside Avenue and North Broad Street—it is listed as a realtor, but there appears to be another business operating there, and she would like to know what it is.

Val Mayo – 1424 Liberty Ave.

- She would like to know if there is a possibility of bringing back News Channel 12, as she relies on it to stay informed about what's happening in the town.

Motion to Close Public Comments by Council Member Hyatt; Seconded by Council Member Joyner, **All-In-Favor**

Executive Session: Litigation & Personnel

Motioned by Council Member Hyatt; Seconded by Council Bonanno, **All-In-Favor**

Motion to go back to session at 9:04 p.m. by Council Member Hyatt; Seconded by Council Member Garretson, All-In-Favor

R-25-127 Auth. Payment of Accumulated Severance Liabilities – Mihaela Lopez

Motioned by Council Member Hyatt; Seconded by Council Member Garretson

All Council Members voted in the Affirmative. Motion Carries

R-25-123 Appointing Municipal Court Prosecutor (TABLED)

Motion to Table by Council Member Feuerstein; Seconded by Council Member Joyner

All Council Members voted in the Affirmative. Motion Carries

R-25-124 Appointing Municipal Court Prosecutor (TABLED)


Motion to Table by Council Member Feuerstein; Seconded by Council Member Joyner

All Council Members voted in the Affirmative. Motion Carries

Motion to Adjourned by Council Member Joyner; Seconded Council Member Feuerstein, All-In-Favor

Adjourned at 9:06pm

RESPECTFULLY SUBMITTED,


Rayna E. Harris, Township Clerk


Craig Epps, Council President

DATE: 08/05/2025