

ARTICLE VIII
Boards, Committees and Commissions

The Historical Advisory Commission may be found in Chapter 29, Historic Preservation.

§ 2-33. (RESERVED)¹

§ 2-34. (RESERVED)²

§ 2-35. (RESERVED)

Editor's Note: Cable Television Advisory Commission, previously codified in § 2-35, was repealed by Ord. No. 2021-41. Prior history includes 1972 Code § 2-30; Ord. No. 12-29.

§ 2-36. CIVIL RIGHTS COMMISSION.

§ 2-36.1. Established; Composition. [1972 Code § 2-20.1]

Within the Department of Administration, there shall be an Advisory Civil Rights Commission consisting of 16 regular members and one alternate, appointed by the Mayor with no consideration of political affiliation for a term of two years, at least three regular members and one alternate member shall be persons younger than 18 years of age at the time of appointment. The aggregate membership of the Commission shall be representative of the various racial, religious, national, cultural, and other social groups within the Township.

§ 2-36.2. Duties of the Commission. [1972 Code § 2-20.2]

The Commission shall: (a) foster and promote goodwill, cooperation, and conciliation among all groups and elements of the inhabitants of the Township; (b) recommend to the Mayor the development of policies, procedures, and programs of formal and informal education which will aid in the prevention and elimination of all types of discrimination and manifestations of bias based on, but not limited to, race, creed, color, national origin, ancestry, age, ethnicity, gender, disability, religion, economic status, marital status, veteran status, and/or sexual orientation, or the perception of those qualities.

§ 2-37. through § 2-40. (RESERVED)

§ 2-41. CULTURAL ARTS ADVISORY COMMISSION.

§ 2-41.1. Established. [1972 Code § 2-28]

Within the Department of Administration, there shall be a Cultural Arts Advisory Commission consisting of 12 members appointed by the Mayor, with the advice and consent of the Township Council. All of the members shall be residents of Piscataway Township. Each member shall serve

1. Editor's Note: Former § 2-33, Economic Development Commission, was repealed 11-26-2019 by Ord. No. 19-29; 12-15-2020 by Ord. No. 2020-35..

2. Editor's Note: Former § 2-34, Bikeways and Pedestrian Advisory Commission, was repealed 12-15-2020 by Ord. No. 2020-35.

for a term of three years or until a successor is appointed and qualified, so that the terms of approximately 1/3 of the members will expire each year. A vacancy on the Commission, occurring otherwise than by expiration of term, shall be filled for the unexpired term in the same manner as the original appointment.

§ 2-41.2. Duties. [1972 Code § 2-28]

The Cultural Arts Advisory Commission shall:

- a. Function as an advisory body to the Mayor in an effort to provide better cultural arts appreciation and facilities within the Township.
- b. Stimulate and encourage local talent of all ages by arranging for various recitals, performances and exhibitions in the arts.
- c. Present to the residents of Piscataway, throughout the year, various chamber and performing groups from all parts of the metropolitan area.
- d. Arrange for professional artists and sculptors to exhibit their work in suitable locations, such as the township libraries, municipal buildings and other appropriate locations.
- e. Act as artistic consultant to the administrative branch of the government in matters pertaining to the cultural activities of the Township.

The Department of Administration shall provide such material services as are necessary for the operation of the Commission.

§ 2-42. ENVIRONMENTAL ADVISORY COMMITTEE. [1972 Code § 2-7.5; amended 12-15-2020 by Ord. No. 2020-35]

Within the Department of Administration there shall be a Green Initiatives Committee consisting of three members appointed by Mayor. The members shall consist of: (1) a member of the Piscataway Township Planning Board; (2) a Township staff member; and (3) a resident of the Township. The Mayor shall designate one member to serve as Chairman. Each member shall serve for a term of three years or until his successor is appointed and qualified, with the terms of approximately 1/3 of the members expiring each year. The vacancy on the Committee, occurring otherwise than by expiration of term, shall be filled for the unexpired term in the same manner as the original appointment. The Green Initiatives Committee shall:

- a. Advise the Mayor as to green initiatives that the Township may consider implementing.
- b. Advise as to the coordination of activities of unofficial bodies with similar goals.
- c. Advise and assist the Mayor and Administrator as to the advertising, preparation, printing, and distribution of literature, maps, books, circulars and pamphlets which, in the Committee's judgment, are necessary for its purposes.

§ 2-43. GREEN BROOK FLOOD CONTROL COMMISSION.

§ 2-43.1. Establishment. [1972 Code § 2-27.1]

The Green Brook Flood Control Commission shall be established pursuant to Chapter 316, P.L. 1971 of the State of New Jersey.

§ 2-43.2. Membership; Terms of Office. [1972 Code § 2-27.2]

- a. The Township Council shall appoint two representatives to the Commission: either or both of the representatives may be a member of the Council or hold other elective or appointive offices in the Township.
- b. In addition to such representatives, the Township Council may appoint two alternate representatives to the Commission, who shall serve for the terms of one year each, or until the appointment and qualification of their successors. Alternates shall have the right to attend all meetings of the Commission and take part in all discussions. The alternates shall be designated as first alternate and second alternate and in such order may represent the Township and vote in the event or the absence or disability of one or both of the regular representatives.
- c. Each regular representative shall serve for a term of five years, or until a successor has been appointed and has qualified, except that any appointed representative who holds another elected or appointed public office shall serve as such representative for the term of his elected or appointed office and only so long as he shall hold such elected or appointed public office, notwithstanding his term of appointment as such representative. Appointments to vacancies caused by the death, resignation or other inability to serve as a representative shall be filled for the balance of the term only. No alternate representative shall automatically succeed to a regular representative position upon a vacancy occurring in a regular position.

§ 2-43.3. Powers and Duties. [1972 Code § 2-27.3]

The Green Brook Flood Control Commission shall:

- a. Collect, study and analyze data on flooding, past floods and causes of floods in the area.
- b. Make such data and studies available to the participating members, to the Division of Water Policy and Supply, the Army Corps of Engineers, local and County Planning Boards and officials concerned with subdivisions and development of properties within the floodway and drainage areas.
- c. Keep itself informed as to the availability of State and Federal funds and grants and the procedures for applying therefor and shall make such information available to participating members.
- d. Coordinate the activities of the participating members relating to flooding, flood prevention, brook cleaning and the like.
- e. Encourage the acquisition of lands within the floodway and low-lying areas by appropriate County Park Commissions, Counties or participating municipalities.
- f. Publicize methods of flood control and flood prevention.

- g. Encourage its participating members, and others, to adopt appropriate ordinances and regulations relating to flood control.
- h. Encourage its participating members to support other programs designed or intended to alleviate flooding.
- i. Perform such other acts and fulfill such other functions as may be permitted by law and as determined by the members, subject to the limitations in this agreement and subject to the limitations as set forth in P.L. 1971, c. 316.

§ 2-43.4. Appropriations. [1972 Code § 2-27.4]

The general, administrative and other expenses of the Commission, affecting the Commission as a whole, shall be apportioned as follows:

- a. One-fourth thereof to be apportioned among the member Counties as follows: Middlesex County, 4.2%; Somerset County, 12.5%; and Union County, 8.3%.
- b. Three-fourths thereof to be apportioned among the member municipalities, according to a formula taking into account population and frontage along the brook.

Whenever a specific project is to be undertaken, involving less than the interests of all of the participating members, the apportionment of the costs thereof shall be agreed upon by the participating members specifically benefited thereby in advance of authorization of such project.

§ 2-43.5. Budget. [1972 Code § 2-27.5]

The tentative annual budget for the Commission shall be adopted by the Commission no later than January 15 of each year, and such adoption shall be by a vote of at least three County representatives, regardless of the total number of Counties represented thereby, and at least nine municipal representatives, regardless of the total number of municipalities represented thereby. A copy of such tentative budget shall be sent to the Governing Body of each of the participating Counties and municipalities within one week of the adoption thereof. Such notice shall include notification of the date fixed by the Commission for final adoption of such budget, which shall be at least three weeks after the date of tentative adoption by the Commission.

Expenditures outside the regular budget for special projects involving two or more of the participating member Counties or municipalities, but less than the entire Commission, shall be negotiated and arranged separately among the involved participating members and the Commission.

§ 2-43.6. Quorum. [1972 Code § 2-27.6]

Any number of members of the Commission shall have the right to meet at regularly scheduled meetings. Any action taken involving the expenditure of funds, other than clerical and mailing connected with the usual business of the Commission, shall be adopted only at a meeting at which there are at least three County representatives, regardless of the total number of Counties represented thereby, and at least nine municipal representatives, regardless of the total number of municipalities represented thereby.

§ 2-43.7. Withdrawal. [1972 Code § 2-27.7]

Each member municipality and County shall reserve the right, pursuant to Section 2 of Chapter 316, Laws of 1971, to withdraw from the Commission, provided that at least 90 days' notice of such intention is given to the Commission and provided further that such withdrawal after the adoption of the Commission budget for a given year shall not abrogate the responsibility of the municipality or County to meet its obligations under the budget for that year.

§ 2-44. HEALTH ADVISORY COMMISSION. [1972 Code § 2-48.2]

Within the Department, there shall be a Health Advisory Commission consisting of seven members appointed by the Mayor, with the advice and consent of the Township Council. Each member shall serve a term of two years or until a successor is appointed. The members of the Health Advisory Commission shall organize annually and shall select a Chairperson from the membership. The Commission shall meet regularly, as the Chairperson shall direct.

The Health Advisory Commission shall be responsible to assist the Mayor and the Director of Health in their efforts to:

- a. Determine and define public health problems and needs.
- b. Establish priorities for health programs based upon needs, resources, and demands.
- c. Develop patterns of activities to meet current problems and needs in accordance with personnel and program standards for required health services.
- d. Evaluate current programs periodically to determine progress, need and necessary modifications.

The Township Administration shall provide materials and services appropriate to the proper operation of the Health Advisory Commission.

§ 2-45. HOUSING AND COMMUNITY DEVELOPMENT ADVISORY COMMITTEE.**§ 2-45.1. Creation. [1972 Code § 2-36.1]**

There is hereby created in the Township a Housing and Community Development Advisory Committee for the purposes of reviewing community housing, living environment, economic opportunities, and for the further purpose of increasing the diversity and vitality of the community by expanding the range of housing and employment opportunities and for the further purpose of assessing the needs of the community relevant to Housing and Community Development Programs.

§ 2-45.2. Membership. [1972 Code § 2-36.2]

The Housing and Community Development Advisory Committee shall consist of seven members, consisting of the following four classes, all of whom shall serve without pay:

- a. Class 1: A member of the Governing Body, to be appointed by it.
- b. Class 2: A member of the Township Planning Board, to be appointed by the Mayor with

confirmation by the Council.

- c. Class 3: An official of the administration of the Township to be appointed by the Mayor, with the confirmation by the Council.
- d. Class 4: Four other citizens of the Township, whose membership will include, where possible: (1) persons of low or moderate income, (2) members of minority groups, (3) senior citizens, (4) the handicapped, and (5) other persons affected by community development activities, to be appointed by the Mayor with confirmation by the Council.

§ 2-45.3. Terms of Office. [1972 Code § 2-36.3]

The term of the member composing Class 1 shall be for a period of one year. The term of the Class 2 and Class 3 members shall be for a period of three years provided that the members shall remain a member of the Board that they were appointed from. The term of the Class 4 members shall be for three years. The terms of all Class 4 members appointed pursuant to this section shall be so determined that to the greatest practicable extent the expiration of such terms shall be distributed evenly over the first three years after their appointment. All terms shall run from January 1 of the year in which the appointment is made.

§ 2-45.4. Vacancies. [1972 Code § 2-36.4]

If a vacancy in any class shall occur otherwise than by expiration of term, it shall be filled by appointment as above provided for the unexpired term.

§ 2-45.5. Organization. [1972 Code § 2-36.5]

The Housing and Community Development Advisory Committee shall elect a Chairman and Vice-chairman from the member of Class 2, 3, or 4 and select a Secretary who may be either a member of the Housing and Community Development Advisory Committee or a municipal employee designated by it.

§ 2-45.6. Powers and Duties. [1972 Code § 2-36.6]

The Housing and Community Development Advisory Committee is authorized to adopt by-laws governing its procedural operation. It shall also have the following powers and duties:

- a. To hold public hearings to solicit the views of citizens regarding housing and community development programs.
- b. To initiate and recommend housing and community development programs such as, but not limited to, senior citizens housing, attracting new industrial and commercial rateables and housing rehabilitation.
- c. To assess community development and housing needs and priorities.
- d. To meet on a regular basis to review and act upon any matters regarding housing and community development.
- e. To explore financial sources for funding of community and housing development programs.

- f. To report and make recommendations on community and housing development to the Mayor and Council on a regular basis.
- g. To take whatever action they deem advisable to further the purposes of this Committee.

§ 2-45.7. Rules and Regulations. [1972 Code § 2-36.7]

The Housing and Community Development Advisory Committee is authorized to adopt such rules and regulations as are necessary to fulfill the purposes of the Committee.

§ 2-46. LIBRARY BOARD OF TRUSTEES. [Ord. No. 06-02 § 4-4.5; New]

- a. Members. Pursuant to N.J.S.A. 40:54-9, the Library Board of Trustees shall consist of seven members, to be appointed by the Mayor with the advice and consent of the Township Council, from each of the following areas:
 - 1. The Mayor or the Mayor's designee;
 - 2. The Superintendent of Schools or the Superintendent of Schools' designee; and
 - 3. Five residents of the Township of Piscataway.
- b. Term. Members of the Library Board of Trustees shall serve for a term of five years.
- c. Vacancies. Upon the expiration of the term of office of any trustee, the Mayor, with the advice and consent of the Township Council, shall appoint a citizen for a term of five years. Vacancies occurring in the Library Board of Trustees shall be filled for the unexpired term only, in the same manner as the original appointments were made.

§ 2-47. MAYORAL ADVISORY COMMISSION ON PUBLIC RELATIONS.

§ 2-47.1. Established; Composition. [1972 Code § 2-16.1]

Within the Department of Administration there shall be a Public Relations Commission consisting of 19 members, to be appointed by the Mayor, with the advice and consent of the Township Council; it being the intent of this subsection to have four members consisting of persons younger than 18 years, for a term of two years.

§ 2-47.2. Duties of the Commission. [1972 Code § 2-16.2]

It shall be the responsibility of the Public Relations Commission to advise the Mayor, and such other agencies of the municipality as the Mayor may direct, with respect to providing information and promoting positive publicity about the good news that occurs in the Township, through extensive and frequent public relations efforts, including, but not limited to, news releases, publications, special programs, news events and offerings which will reach the community and outside areas designed to support a positive image of Piscataway, and to coordinate to the extent possible the celebration of public events including all public holidays and other public events as requested by the Mayor.

§ 2-48. through § 2-49. (RESERVED)

§ 2-50. COMMUNITY OUTREACH ADVISORY BOARD.³**§ 2-50.1. Mission and Functions. [Added 6-27-2023 by Ord. No. 2023-19]**

The purpose of the Community Outreach Advisory Board is to promote a healthy community and reduce the harmful effects associated with alcohol and drug use through:

- a. Identifying alcoholism and drug abuse prevention, education and community needs in the Township of Piscataway.
- b. Seeking funding to support education and programming.
- c. Promoting the Township of Piscataway's outreach programs.
- d. Encouraging community involvement in outreach, education, and programming.
- e. Engaging diverse groups of community stakeholders.
- f. Advising and recommend community outreach initiatives.
- g. Identifying and developing alcoholism, drug use and recovery, and mental health programming.

§ 2-50.2. Membership. [Added 6-27-2023 by Ord. No. 2023-19]

The Community Outreach Advisory Board shall consist of no more than 10 board members, each with a term of two years. All board members shall be appointed by the Mayor and shall include broad representation from the local community.

§ 2-51. (RESERVED)⁴**§ 2-52. RECREATION ADVISORY COMMISSION. [1972 Code § 2-12.2]**

There shall be a Recreation Advisory Commission consisting of seven regular members and two alternate members, all of which shall be appointed by the Mayor, with the advice and consent of the Township Council, for two year terms commencing on the first day of January. The Recreation Advisory Commission shall advise and make recommendations concerning recreation to the Mayor and administration.

§ 2-53. SENIOR CITIZENS ADVISORY COMMISSION.**§ 2-53.1. Established; Composition. [1972 Code § 2-29.1]**

Within the Department of Aging, there shall be an Advisory Senior Citizens Commission consisting of seven members to be appointed by the Mayor with the advice and consent of the Council. The term of each member shall be three years commencing on the first day of January.

3. [Editor's Note: Prior § 2-50, Municipal Alliance Committee - Substance Abuse Task Force, was deleted 6-27-2023 by Ord. No. 2023-19. History includes: 1972 Code § 2-45 and Ord. No. 13-11.]

4. Editor's Note: Former § 2-51, Open Space Advisory Committee, was repealed 11-26-2019 by Ord. No. 19-29; 12-15-2020 by Ord. No. 2020-35.

§ 2-53.2. Duties of the Commission. [1972 Code § 2-29.2]

The Commission shall:

- a. Serve as a liaison between local elderly residents and the Township government, in order to facilitate communication and coordination between residents and Township services and officials.
- b. Work with the Middlesex County and State Officials on aging in order to better coordinate Township, County and State efforts.
- c. Review pending, as well as newly passed State and Federal legislation concerning the elderly in order to advise the Township of progress or financial or technical assistance, for which the Township should seek active participation.
- d. Initiate and develop specific projects to assist the needs of elderly residents within the Township, such as a telephone "help line" and car pools to bring residents to available facilities, services, etc.

§ 2-54. BOARD OF TRUSTEES OF THE SENIOR CITIZEN HOUSING COMPLEX.

§ 2-54.1. Creation. [1972 Code § 2-44.1]

There is hereby created a Board of Trustees of the Senior Citizen Housing Complex of the Township of Piscataway which shall provide advice to the Mayor regarding the maintenance and operation of the Piscataway Senior Citizen Housing Complex and, to the extent determined by the Mayor, shall operate and maintain, or assist municipal officials in operating and maintaining the complex.

§ 2-54.2. Membership. [1972 Code § 2-44.2]

The Board shall consist of seven members who shall be appointed by the Mayor with the advice and consent of the Township Council.

§ 2-54.3. Terms of Office. [1972 Code § 2-44.3]

All appointments shall be for a period of three years.

§ 2-54.4. Vacancies. [1972 Code § 2-44.4]

If a vacancy shall occur otherwise than by the expiration of a term, it shall be filled by appointment as above provided for the unexpired term.

§ 2-54.5. Removal of a Member of the Board of Trustees. [1972 Code § 2-44.5]

Notwithstanding the terms of office set forth above, all members shall serve at the pleasure of the appointing authority and may be removed by the authority on 24 hours' written notice delivered to the Chairman or Vice-chairman of the Board.

§ 2-54.6. Organization. [1972 Code § 2-44.6]

The Board shall elect a Chairman and Vice-chairman; it shall also select a Secretary who may be either a member of the Board or a municipal employee designated by it.

§ 2-54.7. Powers and Duties. [1972 Code § 2-44.7]

Within the limitations and intent of this section, the Board may adopt bylaws and rules and regulations governing its procedural operation and may amend the same from time to time. It shall also have the following powers and duties:

- a. To recommend and implement, as applicable, policies and procedures for the administration and operation of the Complex;
- b. To research various and alternative sources for grants, contributions and financial assistance and to apply therefor with the consent of the Township administration;
- c. To provide advice regarding the employment of management and support personnel and to implement such advice as required;
- d. To provide advice regarding the preparation of the annual operating and capital budgets of the complex and to prepare and recommend appropriate budgets, as required;
- e. To prepare the annual operating budget for the Board;
- f. To report annually in writing to the administration and to the Township Council, summarizing the year's operation of the Complex; and
- g. To perform any or all of those duties set forth in the following subparagraphs as the Mayor shall direct:
 1. To prepare, carry out, acquire, lease and operate the complex and to provide for the construction, reconstruction, improvement, alteration and repair of any housing project or any part thereof, for the purposes set forth in this section;
 2. To recommend and to adopt regulations governing financial assistance to prospective and existing occupants of the complex;
 3. To solicit and receive loans, grants and contributions from all sources to further the purposes set forth in this section;
 4. To recommend the employment of, or to employ or contract for and fix the compensation of, such experts, professionals, and other staff and services as is necessary to operate the complex and otherwise to carry out the functions set forth in this section;
 5. To make recommendations regarding, or to lease or rent any dwellings, houses, accommodations, lands, building, structures or facilities within the complex and the establishment and revisions of rents or charges therefor, including utilities, where applicable;
 6. To sell, lease, exchange, transfer, assign, pledge or dispose of any real or personal property and any interest therein, or to make recommendations regarding the same;

7. To insure or to provide for the insurance of any real or personal property or hazards of the board and township against risks or hazards associated with the operation of the complex or the Board;
8. To purchase, own, lease, obtain options upon, acquire by gift, grant or otherwise any real or personal property or interest therein, or to make recommendations regarding the same;
9. To recommend to the Township administration and the Township Council modifications of this section to further the purposes hereof; and
10. To take such other steps as will further the purposes of the Board as set forth in this section.

§ 2-55. (RESERVED)**§ 2-56. (RESERVED)⁵****§ 2-57. YOUTH ADVISORY COMMISSION. [1972 Code §§ 2-49.1 through 2-49.5; amended 11-26-2019 by Ord. No. 19-29]****§ 2-57.1. Established.**

The Township Youth Advisory Commission is hereby established within the Department of Administration and will operate as a subcommittee of the Recreation Advisory Commission.

§ 2-57.2. Membership.

The Youth Advisory Commission shall consist of no more than five members as this subsection shall provide. The Mayor shall appoint each member with the advice and consent of the Township Council from the following areas:

- a. A representative specifically designated by the Mayor;
- b. Two representatives specifically designated by the Chief of Police;
- c. A representative recommended by the Township Council;
- d. A representative recommended by the Board of Education;
- e. One teacher or guidance counselor representative;
- f. One representative from the Piscataway Township business community;
- g. Two representatives from organized scouting;
- h. Five citizens of the Township;
- i. Two student representatives;

5. Editor's Note: Former § 2-56, Traffic Advisory Commission, was repealed 12-15-2020 by Ord. No. 2020-35.

- j. One representative designated by the community mental health center; and
- k. One representative from the Coalition of Concerned Citizens.

§ 2-57.3. Term.

Each member of the Youth Advisory Commission shall serve, without compensation, for a term of two years, or until his or her successor is appointed.

§ 2-57.4. Organization.

The Commission shall organize by selecting a Chairperson, Vice-Chairperson and Secretary. The Commission shall meet regularly, at least once each month, and at such other times as the Chairperson of the Commission shall direct.

§ 2-57.5. Responsibility.

The Commission shall:

- a. Advise the Mayor regarding the coordination and integration of community plans and services which affect the welfare of community youth.
- b. Provide a forum for the discussion of issues related to youth.
- c. To participate with citizens and groups in discussing concerns regarding community youth.
- d. Intervene, as an advisor, in crisis situations involving community youth.
- e. Sponsor programs to benefit youth under the direction of the Chairperson or his designee.
- f. Request cooperation, assistance and data from municipal and governmental departments, boards, commissions and agencies necessary to carry out the Commission's other responsibility. **[Amended 11-26-2019 by Ord. No. 19-29]**

§ 2-58. through § 2-63. (RESERVED)**§ 2-64. Committee Vacancy Deemed on Absence; Filling Unexpired Term. [Added 12-19-2023 by Ord. No. 2023-34]**

The position of any member of any committee, with or without compensation, appointed by either the Township Council or Mayor shall be deemed vacant whenever the member fails to attend and participate at meetings of such body for a period of six consecutive weeks, or for three consecutive regular meetings, whichever shall be of longer duration, when said failure to attend is not due to legitimate illness or otherwise excused by a majority of the authorized members of such committee, the Mayor or the Township Council. Whenever a vacancy occurs the appointing authority shall forthwith fill the office for the unexpired term in the manner prescribed by law.