

**TOWNSHIP OF VERONA
COUNTY OF ESSEX, STATE OF NEW JERSEY**

RESOLUTION No. 2022-203

A motion was made by Councilman McEvoy; seconded by Councilman Tamburro that the following resolution be adopted:

**AUTHORIZING A LANDSCAPING DESIGN SERVICE AND MATERIAL
PURCHASES CONTRACT WITH HILLCREST FARMS**

WHEREAS, the Township of Verona has a need to for various landscaping design services and material purchases throughout the 2022 year; and

WHEREAS, Hillcrest Farms, 377 Bloomfield Avenue, Verona, New Jersey, has provided and continues to provide various landscaping design services and materials to the Township; and

WHEREAS, the Administration has determined and certified in writing that the value of the service will exceed the pay to play threshold of \$17,500 but will remain under the bid threshold of \$44,000; and,

WHEREAS, Hillcrest Farms has completed and submitted a Business Entity Disclosure Certification which certifies that Hillcrest Farms has not made any reportable contributions to a political or candidate committee in the Township of Verona in the previous one year, and that the contract will prohibit Hillcrest Farms from making any reportable contributions through the term of the contract.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Verona that a contract is awarded to Hillcrest Farms to provide various landscaping design services and materials to the Township of Verona:

1. The Council hereby authorizes the Township Manager, or his designee, to execute any and all documents and take any and all actions necessary to complete and realize the intent and purpose of this resolution.
2. The Township is in receipt of the Stockholder Disclosure form, Contribution Disclosure form, Certificate of Employee Information Report, Business Registration Certificate, and Certificate of Insurance.
3. The services requested shall not exceed \$44,000 and no services or materials shall be requested without a certification of funds.

ROLL CALL:

AYES: Holland, Tamburro, McEvoy, McGrath, Roman

NAYS:

THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF VERONA AT THE REGULAR MEETING HELD ON DECEMBER 5, 2022.


JENNIFER KIERNAN
MUNICIPAL CLERK



PAY TO PLAY POLITICAL CONTRIBUTION DISCLOSURE

Company Name

<i>Required by Township of Verona</i>	<i>Item</i>	<i>Page</i>	<i>Initial each entry, and submit the required form if the box contains an <input checked="" type="checkbox"/></i>
<input checked="" type="checkbox"/>	Document Checklist - COMPLETE	2	
<input checked="" type="checkbox"/>	Vendor Information Sheet - COMPLETE	2	
<input checked="" type="checkbox"/>	Business Registration Certificate - READ AND SUBMIT	3	
<input checked="" type="checkbox"/>	Business Entity Disclosure Certification - SIGN AND NOTARIZE	4-5	
<input checked="" type="checkbox"/>	Political Contribution Disclosure Certification Form - SIGN	6-7	
<input checked="" type="checkbox"/>	Ownership Disclosure Certification Form - SIGN AND NOTARIZE	8-11	

Corporate Name: HILCREST FARMS & GREENHOUSE

Signature: Barbara Filso Date: 11/3/22

Print Name: Barbara Filso Title: President

RETURN COMPLETED FORMS TO:

Township Manager's Office
Township of Verona
600 Bloomfield Avenue
Verona, New Jersey 07044
(973) 239-4921

**TOWNSHIP OF VERONA, NEW JERSEY
VENDOR INFORMATION SHEET**

COMPANY NAME: Hillcrest Farms + Greenhouses
ADDRESS: 377 Bloomfield Ave.
Verona, N.J. 07044.
PHONE NUMBER: 973-239-0809
FAX NUMBER: 973-239-2227
FEDERAL I.D. NUMBER: 22 2062 876
NAME OF PERSON PREPARING BID: Barbara Filoso
PHONE NUMBER: 973-239-0809 EXT. _____

CONTACT PERSON FOR CORRESPONDENCE REGARDING THE PROPOSAL

NAME: Barbara Filoso
ADDRESS: 377 Bloomfield Ave
Verona, NJ 07044.
PHONE: 973-239-0809 FAX NUMBER: 973-239-2227
E-MAIL ADDRESS: Barbarac@hillcrestfarms.biz

PROJECT COORDINATOR

COMPANY NAME: Barbara Filoso
ADDRESS: 377 Bloomfield Ave.
PHONE NUMBER: 973-239-0809
CELL PHONE NUMBER: 201-410-7310
FAX NUMBER: 973-239-2227
PERSON TO CONTACT: Barbara Filoso
EMAIL ADDRESS: Barbarac@hillcrestfarms.biz

TOWNSHIP OF VERONA, NEW JERSEY
BUSINESS ENTITY DISCLOSURE CERTIFICATION
 FOR NON-FAIR AND OPEN CONTRACTS
 N.J.S.A. 19:44A-20.8

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that Company Name has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding Jan 1, 2022 to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the Township of Verona or the respective Essex County political parties listed below pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

<i>Mayor Alex Roman</i>	<i>Councilman Jack McEvoy</i>
<i>Deputy Mayor Christine McGrath</i>	<i>Councilwoman Cynthia Holland</i>
<i>Essex County Republican Organization</i>	<i>Councilman Dr. Christopher Tamburro</i>
	<i>Essex County Democratic Committee</i>


Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Hillcrest Farms + Green House
 Signature of Affiant: Barbara Filoso Title: President
 Printed Name of Affiant: Barbara Filoso Date: 11/3/22

(Notary Stamp/Seal)

Subscribed and sworn before me this
3rd day of November, 2022.


 Notary Public

Commission Expires: _____

KIM B. NEWMAN
 NOTARY PUBLIC
 STATE OF NEW JERSEY
 MY COMMISSION EXPIRES MAY 29, 2026

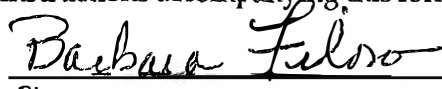
TOWNSHIP OF VERONA, NEW JERSEY
C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM
 FOR NON-FAIR AND OPEN CONTRACTS
 N.J.S.A. 19:44A-20.26

*This form or its permitted facsimile must be submitted to the local unit
 No later than 10 days prior to the award of the contract.*

Part I - Vendor Information

Vendor Name:	Hillcrest Farms + Greenhouse		
Address:	377 Bloomfield Ave		
City:	Verona	State:	NJ Zip: 07041

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the instructions accompanying this form.

 Signature	Barbara Filiso Printed Name	President Title
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Part II - Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$

☐ Check here if the information is continued on subsequent page(s)

STATEMENT OF OWNERSHIP
(OWNERSHIP DISCLOSURE CERTIFICATION FORM)
Required pursuant to N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This Statement Shall Be Included with All Bid and Proposal Submissions

Name of Business: Hillcrest Farms + Green House

Address of Business: 377 Bloomfield Ave, Verona N.J.

Name of person completing this form: Barbara Filio

N.J.S.A. 52:25-24.2:

"No corporation, partnership, or limited liability company shall be awarded any contract nor shall any agreement be entered into for the performance of any work or the furnishing of any materials or supplies, unless prior to the receipt of the bid or proposal, or accompanying the bid or proposal of said corporation, said partnership, or said limited liability company there is submitted a statement setting forth the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be.

If one or more such stockholder or partner or member is itself a corporation or partnership or limited liability company, the stockholders holding 10 percent or more of that corporation's stock, or the individual partners owning 10 percent or greater interest in that partnership, or the members owning 10 percent or greater interest in that limited liability company, as the case may be, shall also be listed. The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member, exceeding the 10 percent ownership criteria established in this act, has been listed.

To comply with this section, a bidder with any direct or indirect parent entity which is publicly traded may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest."

The Attorney General has advised that the provisions of N.J.S.A. 52:25-24.2, which refer to corporations and partnerships apply to limited partnerships, limited liability partnerships, and Subchapter S corporations.

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**STATEMENT OF OWNERSHIP
OWNERSHIP DISCLOSURE CERTIFICATION FORM (CONTINUED)**

Required pursuant to N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

Sign and notarize the form below, and, if necessary, complete the list below. (Please attach additional sheets if more space is needed):

Name: Barbara Filoso

Home Address: 57 Weyland Dr.
Verona, NJ 07044

Name: _____

Home Address: _____

Name: _____

Home Address: _____

Name: _____

Home Address: _____

Name: _____

Home Address: _____

Name: _____

Home Address: _____

Name: _____

Home Address: _____

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Name: _____

Home Address: _____

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**STATEMENT OF OWNERSHIP
OWNERSHIP DISCLOSURE CERTIFICATION FORM (CONTINUED)**

Required pursuant to N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

PART III

Any Direct or Indirect Parent Entity Which is Publicly Traded:

"To comply with this section, a bidder with any direct or indirect parent entity which is publicly traded may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest."

- ☐ Pages attached with name and address of each publicly traded entity as well as the name and address of each person that holds a 10 percent or greater beneficial interest.

OR

- ☐ Submit here the links to the Websites (URLs) containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent.

AND

- ☒ Submit here the relevant page numbers of the filings containing the information on each person holding a 10 percent or greater beneficial interest.

Page 10

Subscribed and sworn before me this

2nd day of *November*, 2022.

[Signature]
Notary Public

Commission Expires:

KIM B. NEWMAN
NOTARY PUBLIC
STATE OF NEW JERSEY
MY COMMISSION EXPIRES MAY 29, 2026

Barbara Filoso

Affiant Signature

Barbara Filoso

Affiant Name and Title

(Corporate Seal, if appropriate)

END OF STATEMENT OF OWNERSHIP