

CAUCUS/FINANCE MEETING
April 5, 2023

A REGULAR SCHEDULED CAUCUS/FINANCE MEETING of the Mayor and Council of the Borough of Carlstadt was held in the Council Chambers and Caucus Room of the Borough Hall, 500 Madison Street, Carlstadt, New Jersey on Wednesday, April 5, 2023 at 7:25 P.M.

In the absence of the Borough Clerk, Claire Foy, Mayor Robert Zimmermann called the roll: Mayor Robert Zimmermann, Council members James Lenoy, Joseph Emerson, William Roseman, Suzanne Fonseca and Diane DeBiase were present. Councilman David Stoltz was absent.

Joseph Crifasi, Borough Administrator and Joseph Donahue, Borough Attorney were also present.

Mayor Zimmermann led all present in the Pledge of Allegiance to the Flag.

Mayor Zimmermann – This meeting has been called pursuant to the Open Public Meetings Law and in accordance with Section 5 of the Open Public Meetings Act, adequate notice of this meeting having been provided in the annual notice schedule which contained the time, date and location of the meeting, copies of which were sent and advertised in the following official newspapers of Carlstadt: The Record on January 13, 2023 and the Herald News on January 13, 2023 a copy of which is on the Bulletin Board in the Borough Hall and a copy on file in the office of the Borough Clerk.

RESOLUTION NO. 2023-110-B

WHEREAS, the Mayor has conducted the promotional procedures to the position of Chief of Police in the Department of the Carlstadt Police according to Borough Ordinance; and

WHEREAS, this promotion shall take effect on March 15, 2023.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that Mayor Robert J. Zimmermann hereby appoints Thomas Cox Jr. to the position of Chief of Police with the consent of the Borough Council.

Mayor Zimmermann swore in Thomas Cox, Jr. as Chief of Police. His wife, Veasna, held the bible and son, Logan, pinned him.

Mayor Zimmermann read the following names of the 157th Carlstadt School Picnic Committee for approval:

Chris Assenheimer

Karl Ross

Jean Kimak

Joseph Crifasi

Dominick Bracco

Debbie Foy

Councilwoman Fonseca

Councilman Lenoy

Councilman Emerson

Marlene and Joe Biggy

Beth Penna

Eileen Milligan

Mirna Lopez

Mike and Elaine Stevens

Councilman Stoltz

Councilman Roseman

Councilwoman DeBiase

CPS Superintendent

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Michele Marafelias

Lynn Biamonte

Lucia and David Suarez

OEM Coordinator

Fire Chief

CPS Teachers Union President

Police Chief

Ambulance Corps President

CPS Principal

CPS Board of Education President

Mayor Zimmermann entertained a motion to approve the School Picnic Committee.
On motion by Roseman, seconded by Fonseca, unanimous on call of roll of those present.

PROFESSIONAL REPORT

Gregory Polyniak of Neglia Engineering read his report for the month regarding projects that are being done in the Borough of Carlstadt. A copy of his report is on file in the Borough Clerk's office.

A discussion took place regarding cameras, the P.A. System, lightning detection system, traffic flow, awning over the ramp at the Civic Center and Hackensack Street business improvements/building façade renovations.

Mayor Zimmermann entertained a motion to hold a Street Fest on Sunday, June 11, 2023. On motion by DeBiase, seconded by Fonseca, unanimous on call of roll of those present.

**EXECUTIVE SESSION MEETING ACT
RECESS INTO CLOSED SESSION**

WHEREAS, it is necessary for the Governing Body of the Borough of Carlstadt to conduct an executive session closed to the public in order to discuss one or more of the following subjects: personnel and property.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Carlstadt hereby moves to go into executive session in accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et. Seq. for the purpose of discussing one or more of the following subjects: personnel and property.

AND, BE IT FURTHER RESOLVED that the public will be informed either later this evening after reconvening the public meeting or at a future public meeting said date is not predictable at the present time.

AND, BE IT FURTHER RESOLVED that the matters discussed in and minutes of the closed session shall be disclosed to the public when the reason for confidentiality no longer exists.

Mayor Zimmermann entertained a motion to go into closed session. On motion by Roseman, seconded by Emerson, unanimous on call of roll of those present.

Mayor Zimmermann entertained a motion to go back into open session. On motion by Fonseca, seconded by Roseman, unanimous on call of roll of those present.

RESOLUTION NO. 2023-110-C

BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt, Bergen County, State of New Jersey, that Mayor Robert J. Zimmermann has appointed Ronald P. Mondello, Esq. Special Cannabis Counsel in an amount not to exceed \$7,500.00 at a rate of \$275.00 per hour.

Mayor Zimmermann entertained a motion to approve Resolution No. 2023-110-C. On motion by Fonseca, seconded by DeBiase, unanimous on call of roll of those present.

RESOLUTION NO. 2023-110-D

RESOLUTION AUTHORIZING ASSESSOR, TAX APPEAL COUNSEL AND BOROUGH ADMINISTRATOR TO SETTLE MUNICIPAL TAX APPEALS WITHIN FORMULATED PARAMETERS AND TO FILE MUNICIPAL TAX APPEALS ON BEHALF OF THE MUNICIPALITY WHEN NECESSARY

WHEREAS, the Mayor and Council of the Borough of Carlstadt (“Borough”) has determined that it is in the best interest of the Borough to formulate parameters related to municipal tax appeal settlements and refunds mechanism; and

WHEREAS, the following tax appeal settlement parameters are recommended by the Borough’s tax appeal counsel, the tax assessor and its Borough Administrator; and

NOW, THEREFORE BE IT RESOLVED by the Mayor & Council of the Borough of Carlstadt, that:

1. The Tax Assessor along with the Borough Tax Appeal Attorney and Borough Administrator are hereby authorized to settle Borough municipal tax appeals without any other approval process, where the projected refund amount for the tax year in question does not exceed the amount of Ten Thousand Dollars (\$10,000).
2. Any municipal tax appeal settlements where the annual tax year refund amount exceeds the Ten Thousand Dollar (\$10,000) threshold shall require full Mayor and Council prior written approval before finalization.
3. This Resolution further provides that the tax assessor in consultation with the Borough’s tax appeal attorney and the Borough Administrator, is authorized to file counter-claims, added/omitted/partial assessments or other assessment valuation efforts as the tax assessor sees fit in his capacity as Borough tax assessor in order to properly maintain the Borough’s tax assessment valuation base without any additional resolution approval.

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Mayor Zimmermann entertained a motion to approve Resolution No. 2023-110-D. On motion by Emerson, seconded by DeBiase, unanimous on call of roll of those present.

Mayor Zimmermann entertained a motion to adjourn the meeting at 9:10 P.M. On motion by Fonseca, seconded by Roseman, unanimous on call of roll of those present.

APPROVED: _____
ROBERT J. ZIMMERMANN, MAYOR

ATTEST: _____
JOSEPH CRIFASI, BOROUGH ADMINISTRATOR