

**CAUCUS/FINANCE MEETING**  
**September 6, 2023**

**A REGULAR SCHEDULED CAUCUS/FINANCE MEETING** of the Mayor and Council of the Borough of Carlstadt was held in the Caucus Room of the Borough Hall, 500 Madison Street, Carlstadt, New Jersey on Wednesday, September 6, 2023 at 7:02 P.M.

Mayor Robert Zimmermann asked Claire Foy, Borough Clerk to call the roll: Mayor Robert Zimmermann, Council members David Stoltz, Joseph Emerson and Diane DeBiase were present. Council members James Lenoy and Suzanne Fonseca were absent. Councilman William Roseman was telephonically in attendance.

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.

**PROFESSIONAL REPORTS**

Gregory Polyniak of Neglia Engineering read his report for the month of August on projects that were done and present projects in the Borough of Carlstadt. A copy of his report is on file in the Borough Clerk's office.

Robert Ceberio of RCM Ceberio, LLC Management Consultants read his report for the month of August 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.

Mayor Zimmermann entertained a motion to approve the senior bus and driver to transport members of the Turn Hall to New York on September 16, 2023 for the Von Steuben Parade. On motion by DeBiase, seconded by Stoltz, unanimous on call of roll of those present.

Mayor Zimmermann entertained a motion to approve the attendance of two Borough employees Christopher Assenheimer and Antonio D'Amico to go to the NJ State Firemen's Convention in Wildwood on September 15, 2023. On motion by Emerson, seconded by Stoltz, unanimous on call of roll of those present.

Mayor Zimmermann mentioned that we received a letter from Lakeland Bank on Garden Street asking to display temporary banners to support their new name change transition. On motion by DeBiase, seconded by Emerson, unanimous on call of roll of those present.

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Mayor Zimmermann read a letter from the Carlstadt Soccer League asking the Mayor and Council to fund the referee fees for the 2023 season totaling \$5,565.00. On motion by Emerson, seconded by DeBiase, unanimous on call of roll of those present.

**CONSENT AGENDA**

**RESOLUTION NO. 2023-221**  
**AWARD OF CONTRACT**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey upon the recommendation of Neglia Engineering Associates that the Contract for:

**STREET TREE INSTALLATIONS**  
**BOROUGH OF CARLSTADT, BERGEN COUNTY, NEW JERSEY**

be awarded to Downes Tree Service Co., Inc. 65 Royal Avenue, Hawthorne, New Jersey 07506 for the quote amount of Thirty Thousand Dollars and Zero Cents (\$30,000.00) which represents the Quote of 65 trees at a unit cost of \$461.54 per tree being the lowest of three quotes submitted per the August 11, 2023 solicitation for this project. This Resolution to take effect upon certification of this Resolution by the Borough Treasurer that sufficient funds are available.

**RESOLUTION NO. 2023-222**  
**AWARD OF CONTRACT**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey upon the recommendation of Neglia Engineering Associates that the Contract for:

**VARIOUS SIDEWALK SLABS LOCATIONS**  
**BOROUGH OF CARLSTADT, BERGEN COUNTY, NEW JERSEY**

be awarded to Balitano Contracting Company, Inc., 298 Forest Road, Fort Lee, New Jersey, 07024 for the quote amount of Thirty Thousand Dollars and Zero Cents (\$30,000.00) which represents the Base Quote (166 SY of four-inch-thick concrete sidewalk at a unit price of \$180.00 per SY) being the lowest of three quotes submitted (of the six quotes requested) per the August 11, 2023 solicitation for this project. This Resolution to take effect upon certification of this Resolution by the Borough Treasurer that sufficient funds are available.

**RESOLUTION NO. 2023-223**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt that the Rutherford Irish American Association Inc. be granted permission to hold a raffle on Friday, September 29, 2023 at Redd's Restaurant, 317 Washington Avenue, Carlstadt, New Jersey for which the application and fee shall be forwarded to the Legalized Games of Chance Control Commission.

**RESOLUTION NO. 2023-224**  
**AGREEMENT FOR PROFESSIONAL SERVICES**

**WHEREAS**, Neglia Engineering Associates has provided the Borough with an Agreement for Professional Services for Broad Street (Bergen County Community Development Block Grant Funded); and

**WHEREAS**, the Agreement for Professional Services includes a lump sum cost of \$35,755.00 representing Surveying and Engineering Services; and includes a not to exceed cost to be invoiced on a time basis (schedule in contract) of \$35,090.00 representing Construction Management Services; and

**WHEREAS**, the CFO has certified that these funds have been appropriately budgeted for; and

**BE IT FURTHER RESOLVED** that the Mayor and Borough Clerk are hereby authorized to execute the agreement of services for the project for Neglia Engineering Associates, 34 Park Avenue, Lyndhurst, New Jersey.

**RESOLUTION NO. 2023-225**  
**RESOLUTION PROVIDING FOR THE INSERTION OF ANY SPECIAL ITEM OF REVENUE IN THE BUDGET OF ANY COUNTY OR MUNICIPALITY PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)**

**WHEREAS**, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such items shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

**WHEREAS**, the Director may also approve the insertion of any item of appropriation for equal amount.

**NOW, THEREFORE BE IT RESOLVED** that the Mayor and Council of the Borough of Carlstadt in the County of Bergen, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2023 in the sum of \$15,000.00 which is now available as a revenue from the Spotted Lanternfly Program - 2023 Chemical Control Treatment Grant; and

**BE IT FURTHER RESOLVED** that a like sum of \$15,000.00 is hereby appropriated under the caption of:

**Spotted Lanternfly Program - 2023 Chemical Control Treatment Grant \$15,000.00**

**AND, BE IT FURTHER RESOLVED** that the above is the result of funds available under said program to the Borough of Carlstadt for the year 2023.

**RESOLUTION NO. 2023-226**

**BE IT RESOLVED** that firefighter Nicholas Murphy having completed seven years of service on the Carlstadt Volunteer Fire Department and the Board of Officers having confirmed the length of service and his entitlement thereto, the Mayor and Borough Clerk are hereby authorized to execute the certificate of exempt fireman status in his behalf.

Mayor Zimmermann entertained a motion to adopt the Consent Agenda. On motion by Emerson, seconded by Stoltz, unanimous on call of roll of those present.

**CONSIDERATION OF ORDINANCES  
FINAL READING**

**ORDINANCE NO. 23-6**

**AN ORDINANCE ADDING CHAPTER XXIII, FERAL AND FREE-ROAMING CATS,  
TO THE CODE OF THE BOROUGH OF CARLSTADT**

Mayor Zimmermann entertained a motion to open this ordinance to a hearing of citizens. On motion by DeBiase, seconded by Emerson, unanimous on call of roll of those present.

Mayor Zimmermann asked if any citizen wished to be heard on this ordinance. Mayor Zimmermann said to let the record note there are no citizens to speak on this ordinance. Mayor Zimmermann entertained a motion to close this ordinance to a hearing of citizens. On motion by Stoltz, seconded by Emerson, unanimous on call of roll of those present.

**RESOLUTION NO. 2023-227**

**BE IT RESOLVED** that the ordinance entitled:

**AN ORDINANCE ADDING CHAPTER XXIII, FERAL AND FREE-ROAMING CATS,  
TO THE CODE OF THE BOROUGH OF CARLSTADT**

heretofore introduced, does now pass on final reading and the Borough Clerk is hereby authorized and directed to publish said ordinance according to law.

Mayor Zimmermann entertained a motion to adopt Ordinance No. 23-6. On motion by DeBiase, seconded by Emerson, unanimous on call of roll of those present.

Mayor Zimmermann entertained a motion to open the floor to a hearing of citizens.  
On motion by DeBiase, seconded by Emerson, unanimous on call of roll of those present.

**Donald Molzon, 530 Madison Street** – he mentioned he had the privilege to escort six veterans from our cemetery to Bergenfield, NJ to a place called the Moving Wall which he explained to the Mayor and Council the significance of it and asked if the Presbyterian Church can continue to cook those meals that had they usually prepared so they can feed those veterans. The Mayor replied he will talk to the church.

**Gunter Kuprat, 507 Washington Street** – he mentioned to the Mayor and Council that at the last Planning Board meeting they did not have representation from the Mayor and Council. Councilman Emerson replied the Governing Body tries their best to attend every meeting in the Borough but they do not have control of unforeseen events. He asked the Mayor and Council if the veterans can attend the inauguration of the Recreation Complex on Saturday, September 9, 2023 and raise the American Flag. The Mayor replied he would like to make the veterans part of it.

Mayor Zimmermann entertained a motion to close the floor to a hearing of citizens.  
On motion by Stoltz, seconded by Emerson, 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 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 at 7:39 P.M.  
On motion by DeBiase, seconded by Emerson, unanimous on call of roll of those present.

The meeting went back into open session at 8:10 P.M. On motion by DeBiase, seconded by Emerson, unanimous on call of roll of those present.

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Mayor Zimmermann entertained a motion to advertise the Bid Notice for the Community Garden Greenhouse. On motion by Stoltz, seconded by DeBiase, unanimous on call of roll of those present.

Mayor Zimmermann entertained a motion to have Tyler Salo, Dylan Reilly, Dylan Kronyak and Anthony Ranne continue to work part-time for the DPW throughout the fall season. On motion by Stoltz, seconded by Emerson, unanimous on call of roll of those present.

Mayor Zimmermann entertained a motion to go into closed session at 8:32 P.M. On motion by Stoltz, seconded by DeBiase, unanimous on call of roll of those present.

Mayor Zimmermann entertained a motion to adjourn the meeting at 8:43 P.M. On motion by DeBiase, seconded by Emerson, the meeting was unanimously adjourned.

APPROVED: \_\_\_\_\_  
ROBERT J. ZIMMERMANN, MAYOR

ATTEST: \_\_\_\_\_  
CLAIRE FOY, BOROUGH CLERK