

**REORGANIZATION MEETING**  
**January 1, 2025**

A **REORGANIZATION MEETING** of the Mayor and Council of the Borough of Carlstadt was held in the Council Chambers of the Borough Hall, 500 Madison Street, Carlstadt, New Jersey on Wednesday, January 1, 2025 at 1:00 P.M.

Mayor Robert Zimmermann asked Claire Foy, Borough Clerk to call the roll: Mayor Robert Zimmermann, Council members, David Stoltz, James Lenoy, Joseph Emerson and Suzanne Fonseca and were present.

Invocation was delivered by Pastor John Pra of the Cornerstone Church in Carlstadt.

Joseph Crifasi, Borough Administrator and DPW Operations Manager 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 10, 2024 and the Herald News on January 10, 2024 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.

Borough Clerk, Claire Foy announced the results of the last General Election. The results of the last General Election held in the Borough of Carlstadt on November 5, 2024 were: William Roseman and Diane DeBiase re-elected Council members for three-year terms.

Mayor Zimmermann administered the oath of office to William Roseman and the Borough Clerk held the Bible and his son, Charles presented him with his badge.

Mayor Zimmermann administered the oath of office to Diane DeBiase and her sons, Jackson and Ronnie and her husband, Ronald, held the Bible and presented her with her badge.

**RESOLUTION NO. 2025-1**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Carlstadt, that the following shall be the order of roll call for the Council for the year 2025:

1. David Stoltz
2. James Lenoy
3. Joseph Emerson
4. William Roseman
5. Suzanne Fonseca
6. Diane DeBiase

On motion by Fonseca, seconded by Lenoy, unanimous on call of roll.

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**RESOLUTION NO. 2025-2**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Carlstadt, that David Stoltz be and is hereby appointed President of the Council for the year 2025.

On motion by Roseman, seconded by Lenoy, Council members Stoltz, Lenoy, Emerson, Roseman and Fonseca voted yes. Councilman Stoltz abstained.

Mayor Zimmermann administered the oath of office to Council President David Stoltz.

**REPORT OF THE MAYOR**

Mayor Zimmermann reflected on the year 2024. He was fortunate to have the support of the Council and others and appreciated the importance of family, good health and neighbors helping neighbors. He thanked the Fire, Police Departments, Carlstadt Ambulance Corps and the Carlstadt OEM, Department of Public Works, all Borough Hall employees and the Borough's professionals for their work during 2024. Mayor Zimmermann congratulated the newly elected officials and looks forward to working with them in 2025. He expressed confidence and optimism in the Carlstadt community and knows they will rise to the occasion in 2025 and continue to make Carlstadt a great place to live. He thanked all in attendance and wished everyone a Healthy and Happy New Year.

**CONSENT AGENDA RESOLUTIONS**

**RESOLUTION NO. 2025-3**

**BE IT RESOLVED** that the following named tower be issued a license to tow in the Borough of Carlstadt for the year 2025 based upon the recommendation of the Chief of Police who has indicated his compliance with Chapter 06-12 and that the Borough Clerk be authorized and directed to issue said license to:

1. Nick's Towing Service, Inc.  
158 East Passaic Avenue  
Rutherford, NJ 07070

**BE IT FURTHER RESOLVED** that this license is being issued upon condition that the tower shall retain said license during the period of appointment so long as he continues to comply with all of the terms and conditions of Chapter 06-12.

**RESOLUTION NO. 2025-4**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Carlstadt, that the following newspapers are hereby designated as the official newspapers for the year 2025:

1. The Record
2. The Herald News

**RESOLUTION NO. 2025-5**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Carlstadt, that in compliance with the provisions of the Open Public Meetings Act and in order to provide the public with adequate notice of the Regular, Caucus and Finance Meetings of the Mayor and Council, for the year, 2025 that the public be notified.

That Caucus and Finance Meetings shall be held in the Caucus Room of the Municipal Building, 500 Madison Street, Carlstadt, New Jersey, at 7:00 P.M. on the following dates: January 3, 2025, February 5, 2025, March 5, 2025, April 2, 2025, May 7, 2025, June 4, 2025, July 2, 2025, August 6, 2025, September 3, 2025, October 1, 2025, November 5, 2025, December 3, 2025.

That Caucus Meetings shall be held in the Caucus Room of the Municipal Building, 500 Madison Street, Carlstadt, New Jersey, at 7:00 P.M. and Council Meetings shall be held in the Council Chambers of the Municipal Building, 500 Madison Street, Carlstadt, New Jersey at 8:00 P.M. on the following dates: January 15, 2025, February 19, 2025, March 19, 2025, April 16, 2025, May 14, 2025, June 18, 2025, July 16, 2025, August 20, 2025, September 17, 2025, October 15, 2025, November 19, 2025, December 17, 2025, carried over to January 1, 2026 at 12:30 P.M.; Reorganization Meeting - January 1, 2026 at 1:00 P.M.

**ALL MATTERS CONCERNING** the operation of the Borough of Carlstadt including but not limited to the adoption of Ordinances, Budgets, and expenditures of funds, appointments of Officials and every other matter concerning the operation of the Borough may be taken up at any or all of the above enumerated meetings.

**BE IT FURTHER RESOLVED** that the following two (2) newspapers be designated as the newspapers in which all notice of changes and Special Meetings shall be placed for the year 2025 are:

1. The Record
2. The Herald News

**BE IT FURTHER RESOLVED**, that the Borough Clerk be directed to place a copy of this resolution on the bulletin board reserved for all other public notices in the Municipal Building and that she be further directed to publish this notice in The Record and the Herald News forthwith.

**RESOLUTION NO. 2025-6**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Carlstadt, that the By-Laws for the Mayor and Council for the year 2025, a copy of which is attached hereto, be adopted.

**RESOLUTION NO. 2025-7**

**WHEREAS**, the Borough of Carlstadt has resolved to join the South Bergen Municipal Joint Insurance Fund; and

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**WHEREAS**, the by-laws of said Fund require that a management employee be appointed to serve on said Fund's Safety Committee along with an alternate; and

**WHEREAS**, the Borough Mayor recommends that Joseph Dato be appointed to the said Fund's Safety Committee and that Robert Healey be appointed as alternate.

**NOW, THEREFORE BE IT RESOLVED** by the Borough Council of the Borough of Carlstadt, County of Bergen, hereby appoints Joseph Dato and Robert Healey as representative and alternate respectively to the Fund's Safety Committee.

**RESOLUTION NO. 2025-8**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Carlstadt, that the various Borough Officials be bonded as follows:

Tax Collector	\$	1,000,000.00
Treasurer		1,000,000.00
Blanket Crime Bond		1,000,000.00
Social Services Director		2,000.00

**RESOLUTION NO. 2025-9**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Carlstadt, that the official depositories for the year 2024 are as follows:

1. T D Bank
2. Provident Bank
3. Valley National Bank
4. Bethpage Federal Credit Union

**RESOLUTION NO. 2025-10**

**RESOLUTION AUTHORIZING INTEREST  
RATE/GRACE PERIOD/YEAR-END PENALTY**

**WHEREAS**, N.J.S.A. 54:4-67 et seq., permits the Carlstadt Governing Body to fix the rate of interest to be charged for the nonpayment of taxes, assessments or other municipal charges.

**NOW, THEREFORE BE IT RESOLVED** by the Carlstadt Governing Body that the rate of interest on unpaid taxes shall be eight percent per annum on the first One Thousand Five Hundred (\$1,500.00) dollars of delinquency and 18 percent per annum on any amount in excess of One Thousand Five Hundred (\$1,500.00) Dollars to be calculated from the date the tax was payable until the date of actual payment, provide that no interest shall be charged if payment of any installment is

made on or before the tenth calendar day following the date upon which the same became payable; and

**BE IT FURTHER RESOLVED**, that in addition to the interest provided above, on all delinquencies in excess of Ten Thousand, (\$10,000.00) Dollars and which are not paid prior to the end of the fiscal year, the Tax Collector shall also collect a penalty of six, (6) percent of the amount of the delinquency in excess of Ten Thousand (\$10,000.00) Dollars; and

**BE IT FURTHER RESOLVED** that the Municipal Clerk provide a certified copy of this Resolution to the Tax Collector.

**RESOLUTION NO. 2025-11**  
**BOROUGH OF CARLSTADT**  
**RESOLUTION**  
**TEMPORARY BUDGET APPROPRIATIONS**

**WHEREAS**, the conduct of Borough business will require the making of commitments and payments for the year 2025 prior to adoption of the annual budget; and

**WHEREAS**, N.J.S. 40A:4-19 provides for the making of temporary appropriations in such case.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council, that there be and are hereby appropriated for the purpose stated the sums hereinafter set forth as temporary appropriations for the year 2025; and

**BE IT FURTHER RESOLVED** that the dedicated revenue stated in N.J.S. 40A:4-39 for the period between January 1, 2025, and the date of adoption of the budget for 2025 are hereby appropriated for the purpose to which said revenues are dedicated by statute or other legal requirements.

**GENERAL APPROPRIATIONS:**

GOVERNING BODY: Regular Salary	\$16,125.00
ADMIN & EXEC: Regular Salary	130,000.00
ADMIN & EXEC: Miscellaneous	31,250.00
ELECTION: Regular Salary	625.00
ELECTION: Miscellaneous	1,300.00
FINANCE: Regular Salary	46,250.00
FINANCE: Miscellaneous	60,000.00
FINANCE: Annual Audit	9,750.00
TAX COLLECTION: Regular Salary	23,750.00
TAX COLLECTION: Miscellaneous	4,500.00

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ASSESSOR: Regular Salary	8,000.00
ASSESSOR: Miscellaneous	11,250.00
LEGAL: Miscellaneous	42,500.00
TAX APPEALS: Professional Fees	36,250.00
ENGINEERING: Miscellaneous	28,750.00
PLANNING BOARD: Regular Salaries	1,300.00
PLANNING BOARD: Miscellaneous	500.00
NJSEA LAND USE ADMIN: Regular Salaries	14,250.00
ZONING BOARD: Regular Salaries (ck)	2,250.00
ZONING BOARD: Miscellaneous	250.00
ZONING OFFICIAL: Regular Salaries	23,750.00
ZONING OFFICIAL: Miscellaneous	1,000.00
UCC: Regular Salaries	40,000.00
UCC: Miscellaneous	3,000.00
LIABILITY INSURANCE: Miscellaneous	400,000.00
SURETY BONDS: Surety Bond Premium	50.00
WORKMEN'S COMP: Insurance	100,000.00
EMPLOYEE GROUP INSURANCE: CLAIMS FUNDING	1,500,000.00
HEALTH BENEFIT WAIVER	130,000.00
UNEMPLOYMENT : S.U.I. CONTRIBUTION MISC.	11,250.00
POLICE: Regular Salaries	1,300,000.00
POLICE: Miscellaneous	47,500.00
SPECIAL POLICE: Salary	10,000.00
CROSSING GUARDS: SALARY	80,000.00
CROSSING GUARDS: OTHER EXPENSES	1,175.00
DISPATCHERS: REGULAR SALARIES	50,500.00
DISPATCHER: OTHER EXPENSE MISC	1,500.00
EMERGENCY MGMT: Salaries	1,650.00
EMERGENCY MGMT: Miscellaneous	5,000.00
FIRE: Regular Salaries	47,500.00
FIRE: Miscellaneous	42,500.00
FIRST AID: Salaries	21,250.00
FIRST AID: Miscellaneous	8,750.00
FIRE OFFICIAL (UFSA): Regular Salaries	35,250.00
FIRE OFFICIAL: Miscellaneous	8,750.00
MUNICIPAL PROSECUTOR: Salary	3,500.00
STREETS: Regular Salaries	223,750.00
STREETS: Miscellaneous	57,250.00
TRASH: Regular Salaries	87,500.00
RECYCLING: Regular Salaries	32,500.00

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B&G: Regular Salaries	250,000.00
B&G: Miscellaneous	67,500.00
BORO MECHANIC: Regular Salaries	28,000.00
BORO MECHANIC: Miscellaneous	50,000.00
HEALTH: Regular Salaries (CKS)	15,250.00
HEALTH: Miscellaneous	1,000.00
SOCIAL SERVICES: Director	2,375.00
FRIENDSHIP CLUB: OTHER EXPENSES	9,250.00
SEN TRANSPORT / BUS DRIVER: SALARIES	20,500.00
RECREATION: Program Salaries	20,000.00
RECREATION: Miscellaneous	15,000.00
LIBRARY: Misc (CHECKS)	273,320.26
PRIOR YEARS BILLS : MISC	2,729.78
CELEBRATION OF PUBLIC EVENTS	20,000.00
JOINT MEETING: OTHER EXPENSES	1,250.00
TAX APPEALS: MISCELLANEOUS	125,000.00
UTILITIES: Electricity	51,250.00
UTILITIES: Street Lighting	38,750.00
UTILITIES: Fire Hydrant Misc	33,750.00
UTILITIES: Telephones	22,500.00
UTILITIES: Water	11,250.00
UTILITIES: Gas (natural or propane)	8,750.00
UTILITIES: Buca Sewerage Misc	231,671.52
UTILITIES: Gasoline	40,000.00
LANDFILL: Solid Waste Removal	95,000.00
PERS - Public Emp Retire Sys	161,708.25
SOCIAL SECURITY: Misc	122,500.00
PFRS - Police/Fire Retirement	363,609.25
TAX APPEALS: OTHER EXPENSES	20,000.00
DEFINED CONTRIBUTION RETIREMENT PLAN	2,500.00
SHARED SERVICE: WALLINGTON MISCELLANEOUS	33,070.16
SHARED SERVICE: ANIMAL CONTROL- BERGEN C	2,533.00
SHARED SERVICE: UCC OFFICAL - E.RUTHERFORD	20,513.60
COURT: Regular Salaries	25,750.00
COURT: Miscellaneous	5,000.00
PUBLIC DEFENDER: Salary	2,000.00
CIF: Downpayment on Improvements	175,000.00
DEBT: Principal on Bonds	1,000,000.00
DEBT: Principal on Notes	
DEBT: Interest on Bonds	225,250.00

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DEBT: Interest on Notes	855,356.84
<b>TOTAL MUNICIPAL BUDGET:</b>	<b>\$9,192,612.66</b>

**LESS ITEMS EXCLUDED:**

CIF: Downpayment on Improvements	739,690.81
DEBT: Principal on Bonds	798,287.18
DEBT: Principal on Notes	856,883.55
DEBT: Interest on Bonds	915,479.92
DEBT: Interest on Notes	974,076.29
<b>TOTAL MUNICIPAL BUDGET:</b>	<b>\$9,192,613.66</b>

**LESS ITEMS EXCLUDED:**

CIF: DOWN PAYMENT ON IMPROVEMENTS	-175,000.00
DEBT: PRINCIPAL ON BONDS	-1,000,000.00
DEBT: INTEREST ON BONDS	-225,250.00
DEBT: INTEREST ON NOTES	-885,356.84
	<b>\$6,937,005.82</b>

**RESOLUTION NO. 2025-12**

**WHEREAS**, a Petty Cash Fund has been established in the sum of Seven Hundred Fifty (\$750.00) Dollars; and

**WHEREAS**, the rules and regulations of the Division of Local Government covering the said Fund, require these funds be deposited to the Current Account at the end of each year.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt, that a Petty Cash fund be established for the Borough Clerk beginning January 1, 2025; and

**BE IT FURTHER RESOLVED** that a check be drawn to the order of Claire Foy - Petty Cash Fund, out of Current Account for the sum of Seven Hundred Fifty (\$750.00) Dollars; and

**BE IT FURTHER RESOLVED** that the sum be returned to the Borough on December 31, 2025.

**RESOLUTION NO. 2025-13**

**BE IT RESOLVED** that Jarrett Milligan be appointed Fire Safety Education Officer for the term of one year at the salary established in the present salary ordinance.

**RESOLUTION NO. 2025-14**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt that

Joseph Crifasi and Joseph Dato be appointed the Clean Communities Coordinators for the year 2025.

**RESOLUTION NO. 2025-15**

**WHEREAS**, the Borough of Carlstadt is a member of the South Bergen Municipal Joint Insurance Fund, the Bergen Municipal Excess Liability Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund; and

**WHEREAS**, the by-laws of said Funds require that a Commissioner to each Fund be appointed by the Mayor and Council; and

**WHEREAS**, the Borough has recommended the appointment of Joseph Crifasi as Commissioner to said Funds.

**NOW, THEREFORE BE IT RESOLVED** by the Borough Council of the Borough of Carlstadt, County of Bergen, that Joseph Crifasi is hereby appointed Commissioner to the South Bergen Municipal Joint Insurance Fund, the Bergen Municipal Excess Liability Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund.

**RESOLUTION NO. 2025-16**

**BE IT RESOLVED** that Neglia Engineering Associates be appointed C-2 Collection System Operator for the term of one year at the salary established in the present salary ordinance.

**RESOLUTION NO. 2025-17**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt that permission is granted to the following for use of the Community Center on the specified dates:

1. Schmidt-Hoeger Post #3149 VFW - second and fourth Thursday of each month at 7:00 P.M. to 11:00 P.M.
2. Senior Friendship Club, Inc. – dates and times as per letter dated November 2024.
3. Vic's Hoofers Auxiliary – first Thursday of the month from 7:00 P.M. to 10:00 P.M.
4. Carlstadt Historical Society – third Wednesday of the month from 7:00 P.M. to 10:00 P.M. to hold their meetings.
5. Meadowlands YMCA – Tuesdays and Thursdays from 10:00 A.M. to 11:00 A.M. to conduct a Senior Exercise Program for the year 2025.

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6. Dance Theatre Workshop – Mondays and Fridays from 4:00 P.M. to 9:30 P.M. and Saturdays from 8:00 A.M. to 5:00 P.M.

**RESOLUTION NO. 2025-18**

**BE IT RESOLVED**, that the Fire Official of the Borough of Carlstadt be directed to designate all public areas and offices within the Municipal Building as non-smoking areas where provided by law.

**BE IT FURTHER RESOLVED** that the Fire Official provides the Governing Body with a list of all of the designated non-smoking areas and to further provide the Governing Body with a list of those areas where smoking will be permitted.

**BE IT FURTHER RESOLVED**, that the DPW foreman of the Department of Public Works be directed to post signs in those areas as designated by the Fire Official.

**RESOLUTION NO. 2025-19**

**WHEREAS**, the Affirmative Action Office, Department of the Treasury requires that an official or staff person be designated to serve as a Public Agency Compliance Officer; and

**WHEREAS**, said person's name, title, business address and telephone number shall be forwarded to the State Affirmative Action Office annually.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt that the Borough Clerk, Claire Foy, be designated Public Agency Compliance Officer.

**RESOLUTION NO. 2025-20**

**BE IT RESOLVED** that Diane DeBiase be appointed the Class III member of the Planning Board for a term of one year.

**RESOLUTION NO. 2025-21**

**WHEREAS**, the Mayor and Council of the Borough of Carlstadt has amended Chapter II entitled "Personnel" of the Revised General Ordinances of the Borough of Carlstadt 2002 by Ordinance No. 07-11 to provide for the appointment of a Municipal Housing Liaison to administer the Borough of Carlstadt's affordable housing program.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt, County of Bergen, State of New Jersey that Joseph Crifasi is hereby appointed as the Municipal Housing Liaison for the administration of the affordable housing program, pursuant to and in accordance with Section 3-39 of the Revised General Ordinances of the Borough of Carlstadt, 2002 for the year 2025.

Mayor Zimmermann entertained a motion to approve the Consent Agenda. On motion by Emerson, seconded by Fonseca, Council members Stoltz, Emerson, Lenoy and Roseman and voted yes. Councilwoman Fonseca abstained on No. 2025-9 and voted yes on the other ones. Councilwoman DeBiase abstained on No. 2025-20 and voted yes on the other ones.

**APPOINTMENTS 2025**

Mayor Zimmermann went over the appointment list for 2025.

Mayor Zimmermann offered the name of Joseph Crifasi as Borough Administrator for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Keith Matino as Sub-Code Building HHS Certified Inspector for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Keith Dalton as Building Inspector for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Keith Dalton as Sub-Code Fire Official & HHS Certified Inspector for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Joseph Donahue, Esq. as Borough Attorney for a one-year term to 12/31/25.

Mayor Zimmermann offered the names of Richard Allen, Esq., Arthur Thibault, Esq., Kenneth Porro Esq., Rosario Presti, Esq., Benjamin Choi, Esq., Richard Malagiere, Esq., Richard Cedzidlo, Esq., Cleary, Giacobbe, Alfieri, Jacobs, LLC and Giblin & Giannalo, Esq. and Catherine Elston, Esq. as Special Counsel for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Steve Rogut, Esq. of Rogut, McCarthy, LLC as Bond Counsel for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Catherine Elston, Esq. as Labor Counsel for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Kenneth Porro, Esq. as Tax Appeal Counsel for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Rosario Presti, Jr. Esq. as Borough Prosecutor for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Giblin & Giannalo, Esq. as Alternate Prosecutors for a one-year term to 12/31/25.

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Mayor Zimmermann offered the name of Christopher D. Garvin, Esq. as Public Defender for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Warren Stroedecke, Esq. as Board of Health Attorney for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Robert McNerney of McNerney & Associates as Borough Appraiser for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Paul Garbarini, Jr. of Garbarini & Co., PC as Borough Auditor for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Robert Ceberio of RCM Ceberio, LLC as Economic Development Consultant for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Hackensack Center for Occupational Medicine as Borough Physician for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Remington and Vernick as Borough Planner (COAH only) for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of James Gardella of P.I.A. Associates, Inc. as Risk Management Consultant & Producer/Consultant for a one-year term to 12/31/25.

**RESOLUTION NO, 2025-21-A**

**WHEREAS**, the Borough of Carlstadt has a need for professional risk management consulting services pursuant to N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Chief Financial Officer Agent has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is for one (1) year; and

**WHEREAS**, Professional Insurance Associates A Division of World Insurance Associates LLC, 429 Hackensack Street, P.O. Box 818, Carlstadt, NJ 07072 has submitted a proposal indicating they will provide professional risk management consulting services for an amount equal to six (6%) of the Borough of Carlstadt's annual assessment as promulgated by the South Bergen Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund, said amount being in excess of \$17,500; and

**WHEREAS**, Professional Insurance Associates A Division of World insurance Associates LLC has completed and submitted a Business Entity Disclosure Certification which certifies that

Professional Insurance Associates A Division of World Insurance Associates LLC has not made any reportable contributions to a political or candidate committee in the Borough of Carlstadt in the previous one year (January 1, 2024 – December 31, 2024) and that the contract will prohibit Professional Insurance Associates, Inc. from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available to pay the agreed upon amount in accordance with the terms of the contract.

**NOW, THEREFORE BE IT RESOLVED** that the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey, authorizes the Mayor to enter into a contract with Professional Insurance Associates A Division of World Insurance Associates LLC as described herein; and

**BE IF FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value is to be placed on file with this resolution; and

**BE IT FURTHER RESOLVED** that notice of this action shall be printed once in the official newspaper of the Borough of Carlstadt.

Certification as to the availability of funds:

The Chief Financial Officer/Treasurer hereby certifies that sufficient funds are available to pay the agreed upon amount in accordance with the terms of the contract.

Mayor Zimmermann offered the name of Hernan Lopez as Social Services Director for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Ashley Morrone as Treasurer for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Nicholas Annitti as Qualified Purchasing Agent for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Chris Assenheimer as Tax Searcher for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Claire Foy as Assessment Searcher for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Kimberly Koziel as Deputy Borough Clerk for a one-year

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term to 12/31/25.

Mayor Zimmermann offered the name of Ilona Doviak as Court Administrator for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Lucy Maciag Hettel as Deputy Court Administrator for a one-year term to 12/31/25.

Mayor Zimmermann offered the names of Chris Assenheimer, Henry Riveros, Robert Ruff, William Reeves, Hernan Lopez, Joseph Biggy, Jr., Jeff Miller, Richard Bartlett, Nicholas Kovacs, Robert Ruff and Daniel O'Beirne as part-time Fire Inspectors for a one-year term to 12/31/25.

Mayor Zimmermann offered the names of John Wejsa, Robert Healey, Gregory Kane, Anthony Ranne, Joseph Crifasi and Karl Ross as Deputy OEM Coordinators for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Joseph Crifasi as Land Use Administrator for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Kimberly Koziel as Assistant Land Use Administrator for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Frank Recanati as Zoning Officer for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Joseph Dato as Deputy Zoning Officer (part-time) for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of John Wejsa as Code Enforcement Officer (full-time) for a one-year term to 12/31/25.

Mayor Zimmermann offered the names of Bruce Young and Frank Stallone as Code Enforcement Officers (part-time) for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Joseph Crifasi as Project Coordinator for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Karl Ross as Deputy Project Coordinator for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Joseph Crifasi as Personnel Officer for a one-year term to 12/31/25.

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Mayor Zimmermann offered the names of the following as School Crossing Guards for a one-year term to 12/31/25:

Oscar Pedace  
James Haines  
Thomas McGuire  
Beverly Faist  
Claire Haider  
Michael Bongiovanni  
Palmira Pedace  
Cindy Muszynski  
Doug Faist – ½ Day Shift P.M.  
Mario Conci  
Ralph Latesta

William Chichizola  
David Ravettine  
Marie Walsh – ½ Day Shift P.M.  
Catherine Rosenberg – ½ Day Shift A.M.  
Elaine Trost – ½ Day Shift A.M.  
Marilyn Penambere  
Barbara Roughgarden  
Edward Bulger  
Hubert Haider  
Lori Nunziato – ½ Day Shift P.M.  
Kristen Knapik – ½ Day Shift A.M.  
(All Day Wednesday)

Stand-By Crossing Guards

Melissa Tronziger  
Kim Solimine  
Henry Rojas  
Krista Soltys

Carol Pareti  
Gerald J. Conger  
Darlene Crifasi – Emergency Stand-by only  
Christina Conners  
Dominick Bracco

Mayor Zimmermann offered the names of the following as Special Police for a one-year term to 12/31/25:

Ashley Ward  
Alessandro Buffalino-Benameur  
Anthony Ranne

Robert Emerson  
Marco Garofalo  
Anthony Thomas

Mayor Zimmermann offered the names of the following as Matrons for a one-year term to 12/31/25:

Sharon Dunn  
Denise Oehlmann

Beverly Faist

Mayor Zimmermann offered the names of the following as Board of Health members (Alternates) for a one-year term to 2025 and a four-year term to 2027:

Rosa Aponte (Alternate)  
Jeanette Saez (Alternate)  
Monica Sidorick  
Stephanie Figueroa

1 year term to 12/31/25  
1 year term to 12/31/25  
4 year term to 12/31/28  
4 year term to 12/31/28

Mayor Zimmermann offered the names of the following as Zoning Board of Adjustment Members:

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Vincent Calcagno	4 year term to 12/31/28
Robert Sulikowski	4 year term to 12/31/28
Henry Riveros	4 year term to 12/31/28
Gregory Kane - Alternate #1	2 year term to 12/31/26
Frank Stallone - Alternate #2	2 year term to 12/31/26
Daniel Miller – Alternate #3	2 year term to 12/31/26
Denise Murray – Alternate #4	2 year term to 12/31/26

Mayor Zimmermann offered the names of the following to the Library Board:

Dyan Moore	5 year term to 12/31/29
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Mayor Zimmermann offered the names of the following to the Planning Board:

Robert Ruff, Jr	4 year term to 12/31/28
Frank Stallone Jr	4 year term to 12/31/25
Christopher Schaffert - Alternate #1	2 year term to 12/31/26
Mark Dunn (Mayor Alternate)	1 year term to 12/31/25
Karl Ross (Borough Employee)	1 year term to 12/31/25

Mayor Zimmermann offered the names of the following as Property Maintenance Hearing Tribunal Members:

Steven Sass	3 year term to 12/31/27
Scott Judge	2 year term to 12/31/26
Victor Fonseca	1 year term to 12/31/25

Mayor Zimmermann offered the names of the following to the Assessment Commission for a one-year term to 12/31/25:

Eric Jusino, Robert Ruff, Jr. (Alternate), Mark Bodziony and Gregory Polyniak (Ex-officio)

Mayor Zimmermann offered the names of the following to the Carlstadt Community Trust Advisory Committee for a one-year term to 12/31/25:

Karl Ross	Hernan Lopez
Lynn Dixon	

Mayor Zimmermann offered the names of the following to the Historical Society for a one-year term to 12/31/25:

Historian - Peter Lavagna
Liaison to Historical Society - William Roseman

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Mayor Zimmermann offered the names of the following to the Recycling Committee for a one-year term to 12/31/25:

David Stoltz	Mary Anderson	Jeff Hagen
Kim Koziel	Denise Murray	Jay Haines
	Lynn Dixon - Secretary	

Mayor Zimmermann offered the names of the following as Recreation Committee Members:

Mirna Lopez	3 year term to 12/31/27
Kelly Kane	3 year term to 12/31/27
Ashley Balac	3 year term to 12/31/27

Mayor Zimmermann offered the names of the following as Senior Housing Committee members for a one-year term to 12/31/25:

Donald Molzon	Mark Dunn
Allan Nasseh	Bruce Young
Robert Anderson	Henry Riveros

Mayor Zimmermann offered the names of the following as TANNAAC Committee Alternates for a one-year term to 12/31/25:

Jolanta Polan	Ronald Stull
John Antoniotti	

Mayor Zimmermann offered the names of the following as Stigma Free Committee members for a one-year term to 12/31/25:

- Police Chief or designee
- Fire Chief or designee
- CVAC President or designee
- OEM Coordinator or designee
- Borough Administrator/DPW Director or designee
- Board of Health President or designee
- Social Services Director or designee
- CPS Superintendent or designee
- Clergy Member or designee
- Resident Lillian Milanes
- Fire Official or Designee

Mayor Zimmermann offered the names of the following as Access for all Advisory Committee members for a one-year term to 12/31/25:

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Joseph Crifasi

Karl Ross

Linda Riveros

Melissa McKenzie

Thomas Cox, Jr.

Liaison to Access for All Committee – Joseph Emerson

Standing Committees:

FINANCE/LEGISLATION/INSURANCE	EMERSON	LENOY	FONSECA
POLICE	EMERSON	ROSEMAN	LENOY
FIRE/AMBULANCE/OEM/WATER	STOLTZ	DEBIASE	ROSEMAN
PUBLIC WORKS/PUBLIC PROPERTY	LENOY	DEBIASE	STOLTZ
PLANNING/BUILDING	DEBIASE	LENOY	ROSEMAN
ZONING	LENOY	ROSEMAN	DEBIASE
PUBLIC HEALTH	FONSECA	STOLTZ	DEBIASE
RECREATION	EMERSON	FONSECA	DEBIASE
BOROUGH EQUIPMENT	DEBIASE	STOLTZ	LENOY
RECYCLING	STOLTZ	LENOY	FONSECA
PROJECTS	FONSECA	DEBIASE	STOLTZ
HUMAN RESOURCES	FONSECA	DEBIASE	ROSEMAN

Mayor Zimmermann offered the names of the following as Municipal Crisis Response Team for a one-year term to 12/31/25:

Mayor Robert Zimmermann  
Fire Chief James Schmidt  
Hernan Lopez, OEM Coordinator  
Karl Ross – Clergy

Fire Official Anthony Silletto  
Police Chief Thomas Cox, Jr.  
Allison Evans School Superintendent  
Joseph Crifasi, Borough Administrator/  
DPW Operations Manager

Mayor Zimmermann offered the names of the following to the Hackensack Meadowlands Municipal Committee for a one-year term to 12/31/25:

Mayor Robert J. Zimmermann

James Lenoy – Alternate

Mayor Zimmermann offered the name of David Stoltz as Liaison to the Senior Club for a one-year

term to 12/31/25.

Mayor Zimmermann offered the name of Nicholas Annitti as Liaison to the Carlstadt Public School and Becton Regional High School for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of William Roseman as Liaison to the Carlstadt Public Library for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Stefan Kindberg as Liaison from the Turnverein for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Daniel Kunz as Custodian for the Washington Avenue Firehouse for a one-year term to 12/31/25.

Mayor Zimmermann offered the names of Jean Oosterwyk and Dennis Kronyak as Borough Photographers for a one-year term to 12/31/25.

Mayor Zimmermann offered the names of Hernan Lopez, Julio Rodriguez and Olga Rodriguez as Borough Interpreters for a one-year term to 12/31/25.

Mayor Zimmermann offered the names of the following as Community Relations Advisory Committee for a one-year term to 12/31/25:

Abhishake Shah  
Jeff Fucci  
Andrew Anderson  
Tamia Anderson  
José Figueroa  
Jeff Hagen  
Rev. John Pra - Cornerstone Church  
Tara Suarez Romano

Mayor Zimmermann offered the names of the following as Carlstadt Community Garden Committee for a one-year term to 12/31/25:

Victor Fonseca	Lucia Suarez	Nicole Miller	Mary Anderson
Karl Rolff	David Suarez	Joe Gani	Mary Ann Korsen
Jen Sarzo	Robert Korsen	Suzanne Fonseca	

Mayor Zimmermann offered the name of Bruno & Associates as Grant Writing Consultants for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Donald Pomponio as Communications Officer for a one-

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year term to 12/31/25.

Mayor Zimmermann offered the name of Scott Tronziger as Information Technology Coordinator for a one-year term to 12/31/25.

Mayor Zimmermann offered the name of Robert Ruff, Jr. as LOSAP Coordinator for a one-year term to 12/31/25.

Mayor Zimmermann entertained a motion to approve the 2025 appointments. On motion by Emerson, seconded by Roseman. Council members Stoltz, Lenoy, Emerson, Roseman, DeBiase and Fonseca voted yes and abstained on their appointments.

### **RESOLUTION NO. 2025-22**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Carlstadt, that the appointments to office this day made and hereafter made and confirmed shall be subject to the salaries and compensations to be fixed by an Ordinance to be hereafter adopted and entitled "AN ORDINANCE TO FIX AND DETERMINE THE SALARIES AND COMPENSATIONS OF THE SEVERAL OFFICERS AND EMPLOYEES OF THE BOROUGH OF CARLSTADT AND TO PROVIDE THE PAYMENT THEREOF, REVISED TO 2025, and amendments and supplements to said Ordinance subsequently adopted, except as specifically provided in the appointing resolution.

Mayor Zimmermann entertained a motion to approve Resolution No. 2025-22. On motion by Emerson, seconded by DeBiase, unanimous on call of roll.

### **CONSIDERATION OF ORDINANCES**

**None**

### **HEARING OF CITIZENS**

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

No one wished to speak.

Mayor Zimmermann entertained a motion to close the floor to a hearing of citizens. On motion by Fonseca, seconded by DeBiase, unanimous on call of roll.

Pastor John Pra gave the Benediction.

Mayor Zimmermann administered the oath of office to Borough Attorney, Joseph Donahue.

**REPORTS OF SPECIAL COMMITTEES**

None

The Mayor and Council wished everyone in attendance and Borough family a Happy and Prosperous New Year.

Mayor Zimmermann entertained a motion to adjourn the meeting at 1:40 P.M.

On motion by Fonseca, seconded by DeBiase, the meeting was unanimously adjourned.

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

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