

**CAUCUS MEETING
December 17, 2025**

A SCHEDULED CAUCUS 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, December 17, 2025 at 7:00 P.M.

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

Joseph Crifasi, Borough Administrator was present. Joseph Donahue, Borough Attorney was absent.

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 7, 2025 and the Herald News on January 7, 2025 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 REPORT

Gregory Polyniak, Neglia Engineering Group, read his report for the month of November 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.

CORRESPONDENCE:

Joseph Crifasi, Borough Administrator, stated Denise Oehlmann withdrew her letter requesting phone allowance. He noted he will work on including the amount that she requested into the salary ordinance.

Joseph Crifasi, Borough Administrator, stated they will notify Officer Chris Hasch that his request for tuition reimbursement for an upcoming class will be met in the amount of \$1,200.00, provided he obtains a B average as per the police contract.

Joseph Crifasi, Borough Administrator stated that the contract for the purchase of 440 Orchard Street is ready to be finalized, pending authorization for the mayor to sign the contract.

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

Joseph Crifasi, Borough Administrator, stated that Green Vest LLC, a company specializing in stormwater management, will be working with the Borough at 16th Street and Broad Street. They require right-of-entry permission to perform soil sampling.

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

Joseph Crifasi, Borough Administrator, stated that at the request of the State of New Jersey, Token Enterprise LLC, which was previously approved by the Cannabis Committee, needs to change its name to

CAUCUS MEETING

December 17, 2025

Page 2

Illicit Garden Dispensary Carlstadt LLC and seeks authorization for the change.

On motion by Fonseca, seconded by Emerson, unanimous on call of roll of those present.

Joseph Crifasi, Borough Administrator, stated that Lieutenant Scott Jordan signed his retirement agreement, and the council needs to authorize the mayor to sign.

On motion by Stoltz, seconded by Emerson, unanimous on call of roll of those present.

Joseph Crifasi, Borough Administrator noted that the fee for this year's Holiday Float is \$5,000.00 and requests authorization for approval.

On motion by Stoltz, seconded by Emerson, unanimous on call of roll of those present.

Joseph Crifasi, Borough Administrator stated the Flexible Spending Account (FSA) contract is ready for finalization and requests authorization for signature.

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

HEARING OF CITIZENS:

Mayor Zimmermann entertained a motion to open the floor to a hearing of citizens.

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

Joe Biggy, President CVAC – Mr. Biggy inquired about the status of purchasing a new ambulance from Wallington and or East Rutherford. Joseph Crifasi, Borough Administrator, stated he reached out to the Administrator in Wallington to discuss the matter. Mr. Biggy also reported that the Ambulance Corp has several new members joining; the Mayor and Council were very happy to hear that.

Mayor Zimmermann asked if any other citizen wished to speak.

Mayor Zimmerman noted there were no other citizens wishing to speak.

Mayor Zimmermann entertained a motion to close the floor to a hearing of citizens.

On motion by Fonseca, seconded by Stoltz, 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: Police interviews.

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: Police interviews.

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 7:16 P.M.
On motion by DeBiase, seconded Fonseca, unanimous on call of roll of those present.

The meeting went back into open session at 7:57 P.M. with the following members in attendance: Mayor Zimmermann, Council members Stoltz, Lenoy, Emerson, Fonseca and DeBiase. Councilman William Roseman was absent.

Mayor Zimmermann entertained a motion to adjourn the meeting at 8:00 P.M.
On motion by Fonseca, seconded by DeBiase, unanimous on call of roll of those present.

APPROVED: _____
ROBERT J. ZIMMERMANN, MAYOR

ATTEST: _____
KIMBERLY KOZIEL, DEPUTY BOROUGH CLERK