

CAUCUS/FINANCE MEETING

April 1, 2026

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, April 1, 2026 at 7:00 P.M.

Mayor Robert Zimmermann asked Kimberly Koziel, Acting Borough Clerk to call the roll: Mayor Robert Zimmermann, Council members James Lenoy, Joseph Emerson, Suzanne Fonseca and Diane DeBiase were present. Councilman William Roseman arrived at 7:28 P.M. Councilman David Stoltz was absent.

Joseph Crifasi, Borough Administrator and Joseph Donahue, Borough Attorney were both 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 compliance with the Open Public Meetings Act, notice of this meeting was posted on the Borough website, meeting the requirements of P.L. 2025, c.72 (C:35:3-1 al.) and N.J.S.A. 10:4-6 and the updated guidelines. The notice included the location, time, and date, which was also sent to the following official newspapers of Carlstadt: The Record on January 6, 2026 and the Herald News on January 6, 2026 a copy of which is on the Bulletin Board in the Borough Hall and a copy of file in the Office of the Borough Clerk.

PROFESSIONAL REPORTS

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

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

APPROVAL OF MINUTES

Mayor Zimmermann entertained a motion to accept the minutes of the 3/18/2026 Caucus Meeting and Council Meeting minutes (Open and Closed Sessions).

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

CONSENT AGENDA

RESOLUTION NO. 2026-107

AWARD OF CONTRACT

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Be it resolved by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey upon the recommendation of Neglia Group that the Contract for:

**VARIOUS STREET TREE LOCATIONS
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 Base Quote (60 trees at a unit price of \$500.00 per tree) being the lowest of two quotes submitted (of the three quotes requested) per the February 20, 2026 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. 2026-108

WHEREAS, notification was received that the following handicap parking spaces are no longer needed and should be removed from the following locations:

1. 637 Seventh Street
2. 605 Division Avenue

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the Borough Clerk notify the DPW to remove the above-mentioned handicap parking space and that the Police Chief remove same from the certified list of handicap parking spaces.

RESOLUTION NO. 2026-109

WHEREAS, notification was received that the following handicap parking space is no longer needed and should be removed from the following location:

1. 430 Central Avenue

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the Borough Clerk notify the DPW to remove the above-mentioned handicap parking space and that the Police Chief remove same from the certified list of handicap parking spaces.

RESOLUTION NO. 2026-110

WHEREAS, notification was received that the following handicap parking space is no

longer needed and should be removed from the following location:

1. 430 Central Avenue

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the Borough Clerk notify the DPW to remove the above-mentioned handicap parking space and that the Police Chief remove same from the certified list of handicap parking spaces.

RESOLUTION NO. 2026-111

WHEREAS, Adila Enterprise, LLC DBA Danaro Limousines, Inc., 321 Tenth Street, Carlstadt, NJ 07072 has made application to the Borough of Carlstadt for the renewal of four (4) limousine licenses; and

WHEREAS, the application has been filed together with the requisite fee, and proof of insurance and Power of Attorney as required under N.J.S.A. 48:16-14 and 16 and vehicle and driver information as required by the ordinance to the satisfaction of the Borough Clerk.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt, County of Bergen, State of New Jersey that the application of Adila Enterprise, LLC DBA Danaro Limousines, Inc., 321 Tenth Street, Carlstadt, NJ 07072 for the renewal of four (4) limousine licenses be and hereby is approved for VIN # 208202, # 9301265, # 504036, # 1000001, Nun Pro Tunc.

AND, BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized and directed to renew said licenses at the above referenced location for the period of one year, commencing March 17, 2026 and ending March 17, 2027 and a Certificate of Compliance with the requirements of N.J.S.A. 48:16-14 and 16, through the period indicated on the proof of insurance as submitted with the application.

RESOLUTION NO. 2026-112

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 Group that the Contract for:

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

be awarded to D&L Paving Contractors, Inc., 675 Franklin Avenue, Nutley, New Jersey 07110 for the quote amount of Forty Thousand Dollars and Zero Cents (\$40,000.00) which represents the Base

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Quote (228.57 SY of four inch thick concrete sidewalk at a unit price of \$175.00 per SY) being the lowest of two quotes submitted (of the five quotes requested) per the February 24, 2026 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. 2026-113

WHEREAS, notification was received that the following handicap parking space is no longer needed and should be removed from the following location:

1. 427 Seventh Street

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the Borough Clerk notify the DPW to remove the above-mentioned handicap parking space and that the Police Chief remove same from the certified list of handicap parking spaces.

RESOLUTION NO. 2026-114

BOROUGH OF CARLSTADT
COUNTY OF BERGEN

RESOLUTION TO ADVERTISE FOR BIDS

BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey upon the recommendation of the Borough Engineer, the Neglia Group, that the plans & specifications for:

BROAD STREET SIDEWALK AND CURB IMPROVEMENTS
(FROM NJ ROUTE 17 TO 8TH STREET)
(CDBG FUNDED)

BOROUGH OF CARLSTADT
BERGEN COUNTY, NEW JERSEY

Are hereby approved and the Borough Clerk is hereby authorized to advertise for bids. This Resolution to take effect immediately.

RESOLUTION NO. 2026-115

BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey that the contract for the **Michele Place Roadway Improvements (NJDOT Funded)** currently in construction by **Smith-Sondy Asphalt Construction Co. Inc.** in accordance with the

Plans and Specifications, as directed by the Project Engineer. The said construction is hereby accepted for Payment No. 1 in the amount of **Sixty-One Thousand, One Hundred Eighty-Seven Dollars and Forty-Three Cents (61,187.43)** is hereby approved.

This Resolution to take effect immediately.

RESOLUTION NO. 2026-116

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 Group that the Contract for:

BID FOR LANDSCAPE SERVICES AND SNOW EVENT ASSISTANCE

be awarded to Watch Us Grow, 190 Veterans Drive, Suite 202, Northvale, NJ for the bid amount of **Ninety-Seven Thousand Seven Hundred Seventy Dollars and Zero Cents (\$97,770.00)**, which represents the lowest of two (2) bids submitted. This Resolution to take effect upon certification of this Resolution by the Borough Treasurer that sufficient funds are available.

RESOLUTION NO. 2026-117

AGREEMENT FOR PROFESSIONAL SERVICES

WHEREAS, Neglia Group has provided the Borough with an Agreement for Professional Services for Zimmermann Park – Phase II and Phase III Improvements (Bergen County CDBG Funded)

WHEREAS, the Agreement for Professional Services includes a lump sum cost of \$49,875.00 representing Surveying and Engineering Services; and includes a not to exceed cost to be invoiced on a time basis (schedule in contract) of \$121,500.00 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 Group, 34 Park Avenue, Lyndhurst, New Jersey.

RESOLUTION NO. 2026-118

WHEREAS, the Borough of Carlstadt received payment to redeem Tax Sale Certificate Number 2025007 that was sold on July 11, 2025, for a delinquent sewer charge at 51 Kero Road, Carlstadt, NJ, Block 126 Lot 39, in the amount of \$ 482.67, and,

WHEREAS, Tax Sale Certificate was redeemed in the amount of \$580.07, and,

WHEREAS, the Borough of Carlstadt holds Tax Sale Certificate Number 2025007 that has been recorded with the County of Bergen.

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Carlstadt that the redemption of Tax Sale Certificate Number 2025007 is approved and the Carlstadt Borough Treasurer and the Carlstadt Tax Collector will adjust their books accordingly.

It is noted that the Carlstadt Sewerage Authority was reimbursed these funds in 2025.

Mayor Zimmermann entertained a motion to approve the Consent Agenda. On motion by Emerson, seconded by Fonseca, the vote was unanimous on call of roll of those present.

CORRESPONDENCE

Mayor Zimmermann stated that Revival Generation Church request permission to go door-to-door in the neighborhood to invite residents to Easter Dinner at the church.

Mayor Zimmermann entertained a motion to approve permission for door-to-door invites on the condition that the police department is notified prior to conducting door-to-door activities. On motion by DeBiase, seconded by Fonseca, unanimous on call of roll of those present.

Mayor Zimmermann stated that Jaime Livarado Connor, a resident of Carlstadt and Certified Yoga Instruction, is requesting permission to hold free yoga classes at Village Green every Saturday at 9:00 A.M. from April 25th through October 17th.

Mayor Zimmermann entertained a motion to approve the use of Village Green for the yoga classes. On motion by Fonseca, seconded by Emerson, the vote was unanimous on call of roll of those present.

Borough Administrator Joseph Crifasi reported that Ordinance No. 26-8 (Fire Department Ladies Auxiliary Amendment) is still be finalized. As the ordinance was not advertised for a first reading. Administrator Crifasi requested the matter be carried over to the next meeting.

Mayor Zimmermann entertained a motion to carry over Ordinance No. 26-8. On motion by Emerson, seconded by Fonseca, the vote was unanimous on call of roll of those

present.

**CONSIDERATION OF ORDINANCES
FINAL READING**

ORDINANCE NO. 26-6

BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS, THE RECONDITIONING OF A FIRE TRUCK AND THE ACQUISITION OF NEW ADDITIONAL OR REPLACEMENT EQUIPMENT AND MACHINERY, NEW INFORMATION TECHNOLOGY EQUIPMENT, NEW COMMUNICATION AND SIGNAL SYSTEMS EQUIPMENT AND NEW AUTOMOTIVE VEHICLES, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT, IN, BY AND FOR THE BOROUGH OF CARLSTADT, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$3,535,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS

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

Mayor Zimmermann asked if any citizens wished to speak on this ordinance.
Mayor Zimmermann noted for the record that no citizens wished to speak.

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

RESOLUTION NO. 2026-102-A

BE IT RESOLVED that the ordinance entitled:

BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS, THE RECONDITIONING OF A FIRE TRUCK AND THE ACQUISITION OF NEW ADDITIONAL OR REPLACEMENT EQUIPMENT AND MACHINERY, NEW INFORMATION TECHNOLOGY EQUIPMENT, NEW COMMUNICATION AND SIGNAL SYSTEMS EQUIPMENT AND NEW AUTOMOTIVE VEHICLES, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT, IN BY AND FOR THE BOROUGH OF CARLSTADT, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$3,535,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE

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OF SUCH BONDS.

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

Mayor Zimmermann entertained a motion to adopt Ordinance 26-6 on final reading.
On motion by Fonseca, seconded by Lenoy, unanimous on call of roll of those present.

ORDINANCE NO. 26-7

**AN ORDINANCE AMENDING SECTION 5-24.2 OF THE CODE OF THE REVISED
GENERAL ORDINANCES OF THE BOROUGH OF CARLSTADT, 2002, ENTITLED
CHAPTER 5 – POLICE REGULATIONS – SHORT-TERM RENTALS.**

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

Mayor Zimmermann asked if any citizens wished to speak on this ordinance.
Mayor Zimmermann noted for the record that no citizens wished to speak.

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

RESOLUTION NO. 2026-105-B

BE IT RESOLVED that the ordinance entitled:

**ORDINANCE AMENDING SECTION 5-24.2 OF THE CODE OF THE REVISED
GENERAL ORDINANCES OF THE BOROUGH OF CARLSTADT, 2002, ENTITLED
CHAPTER 5E – POLICE REGULATIONS – SHORT-TERM RENTALS.**

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. 26-7 on final reading.
On motion by Fonseca, seconded by Lenoy, unanimous on call of roll of those present.

ORDINANCE NO. 26-9

AN ORDINANCE VACATING A PART OF BERRY AVENUE

LOCATED IN THE BOROUGH OF CARLSTADT

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

Mayor Zimmermann asked if any citizens wished to speak on this ordinance.
Mayor Zimmermann noted for the record that no citizens wished to speak.

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

RESOLUTION N O. 2026-106-B

BE IT RESOLVED that the ordinance entitled:

**AN ORDINANCE VACATING A PART OF BERRY AVENUE
LOCATED IN 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. 26-9 on final reading.
On motion by Fonseca, seconded by Lenoy, unanimous on call of roll of those present.

HEARING OF CITIZENS
NONE

REPORTS OF DEPARTMENTS

Walter Stankiewicz III, Assistant Fire Chief - Mr. Stankiewicz reported the fire department responded to two recent fires: one at 100 Industrial Road, a dumpster fire, and one at 511 Monroe Street, an outside fire that extended to the porch. He also gave a demonstration of his bailout harness and thanked the Mayor and Council for the funding to purchase them.

Mayor Zimmermann thanked the fire department for their service and commended them for their attendance at Springfest.

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

WHEREAS, it is necessary for the Governing Body of the Borough of Carlstadt to conduct

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an executive session closed to the public 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 at 7:30 P.M. On motion by Emerson, seconded by DeBiase, unanimous on call of roll of those present.

Mayor Zimmermann entertained a motion to go back to the regular meeting in open session at 8:22 P.M. On motion by Fonseca, seconded by Emerson, unanimous on call of roll of those present.

Borough Administrator, Joseph Crifasi mentioned that Fire Department Larry Wood, is requesting to attend a fire conference. The registration fee is \$325.00.

Mayor Zimmermann entertained a motion to approve the fee for the conference. On motion by Roseman, seconded by DeBiase, unanimous on call of roll of those present.

Borough Administrator Joseph Crifasi stated the Summer Recreation Program requester the hiring of Gavin Stallone and McKenna DeBiase as senior counselors.

Mayor Zimmermann entertained a motion to hire Gavin Stallone and McKenna DeBiase as senior counselors. On motion by Emerson, seconded by Fonseca, Councilmembers Lenoy, Emerson, Roseman and Fonseca voted yes. Councilwoman DeBiase abstained and Councilman Stoltz was absent.

Mayor Zimmermann entertained a motion to accept the resignation of part time crossing guard Dominick Bracco. On motion by Roseman, seconded by DeBiase, unanimous on call of roll of those present.

The Borough Administrator, Joseph Crifasi discussed the need to add additional court sessions due to case volume. He explained that there will not be more than ten additional sessions, and the fee for the prosecutor for the extra sessions shall not exceed \$5,000.00.

Mayor Zimmermann entertained a motion to add the additional court sessions and approve the \$5,000.00 fee for the prosecutor. On motion by Fonseca, seconded by Emerson, unanimous on call of roll of those present.

Mayor Zimmermann entertained a motion to award a customary donation to the PTA for 8th grade class dance. On motion by DeBiase, seconded by Fonseca, unanimous on call of roll of those present.

Mayor Zimmermann entertained a motion to permit the DPW to contribute supplies to the Carlstadt Public School Green Team Club. On motion by Emerson, seconded by DeBiase, unanimous on call of roll of those present.

Mayor Zimmermann discussed a resident's request to install speed bumps on the 600 block of Ninth Street. Police Chief Thomas Cox stated the police department will perform a traffic study to see if the request is warranted.

Mayor Zimmermann entertained a motion to adjourn the meeting at 8:29 P.M. On motion by DeBiase, seconded by Emerson, unanimous on call of roll of those present.

APPROVED: _____
ROBERT J. ZIMMERMANN, MAYOR

ATTEST: _____
KIMBERLY KOZIEL, ACTING BOROUGH CLERK