

**MINUTES OF THE MEETING OF THE  
MAYOR AND COUNCIL  
OF THE BOROUGH OF FRANKLIN  
HELD AT THE FRANKLIN MUNICIPAL BUILDING  
46 MAIN STREET, FRANKLIN, NJ  
OCTOBER 20, 2021**

This meeting is being held in person adhering to the CDC guidelines and through a virtual meeting platform called ZOOM. The public who attended through ZOOM has been notified and instructed on how to join the meeting and participate during the public session.

Mayor Sowden called the meeting to order and requested the Borough Clerk to call the roll. Upon roll call, the following members of the Governing Body were present: Mr. Formica, Mr. Limon, Mr. Postas, Mr. Skellenger (via ZOOM), Mr. Snyder, Mr. Zydor (via ZOOM) and Mayor Sowden.

Absent: None

Mayor Sowden led the assembly in the flag salute.

Mayor Sowden stated "This meeting is being held in compliance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et sequentes. It has been properly advertised by posting in Borough Hall and printed in the New Jersey Herald/Sunday New Jersey Herald on January 6, 2021 and October 18, 2021, and posted on the Borough website, which adequate notice has been certified by the Clerk."

**OPEN PUBLIC SESSION**

Mr. Postas made a motion to open the meeting to the public for anyone wishing to address the Governing Body. Seconded by Mr. Formica. All were in favor.

Rachel Heath, 7 Hemlock Drive, stepped forward. Mrs. Heath retired as Clerk/Administrator from the Borough and after her retirement the positions were split because there were too many duties for the Clerk/Administrator. Mrs. Heath commented that the Borough Council is faced with a very important decision with the position of CFO/Administrator. This decision will impact the Borough and Employees for many years to come. Mrs. Heath commented that she feels it would be beneficial to explore the possibility of keeping the administrative position split as you have it now. Perhaps a new CFO position could be three quarters of the time and one quarter administration and keep the very capable Clerk to assist with the administrative duties as she is doing now and perhaps the Deputy Clerk could take over some of the duties of the clerk. She wished the Council good luck in their search.

There being no one else present or on ZOOM who wished to address the Governing Body, Mr. Snyder made a motion to close the meeting to the public, seconded by Mr. Postas. All were in favor.

**Discussion on filling the CFO/Administrator position**

At this time there was a discussion on the filling of the CFO/Administrator position.

Mr. Snyder commented that this is a position of positions that we need to fill properly. When the personnel committee met with regards to the CFO and Administrator we wanted to look at possibly having them as a separate entity. The personnel committee along with John Rhinehardt interviewed two candidates. Mr. Snyder commented that he feels neither candidate stood out during the interview process.

Mr. Rhinehardt explained the candidate selection process. We received 14 applicants for the position and of those 6 were interviewed and 3 were recommended to the Borough. One applicant was eliminated due to having no CFO experience and the other two candidates were interviewed. Mr. Rhinehardt suggested having both candidates come back in closed session and interview them.

Mr. Postas commented that his concern is that Franklin Borough is a stepping stone and we need stability. Mr. Postas commented that perhaps we should reach out to

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other towns to see if they would be interested in a shared service. Mr. Postas stated that he feels that a CFO is not needed in the building five days a week.

Mr. Skellenger commented that he would like to hear Mrs. Tremont's thoughts.

Mrs. Tremont commented that she personally feels if you could split the Administrator position it would make the CFO position less cumbersome and they would have more time to work with the Finance Department. Right now, Corry is buried beyond buried and she needs some kind of guidance. Mrs. Tremont feels that candidate A would be a better fit; they would compliment each other. Corry has a lot of knowledge in accounting. Mrs. Tremont stated that she would be willing to take on part of the administrator duties but not all of the administrator duties as she feels she doesn't have enough experience.

Mr. Zydon commented that it seems if we were to separate the two its good because he finds that the administrator position you have to be a politician and you need someone who is a numbers rat who works in the finance department. Mr. Zydon feels that the positions should be separate.

Mr. Skellenger asked how the rest of the council feels about what Mrs. Tremont said regarding splitting the duties of the administrator.

Mr. Postas commented that if we bring in a part time administrator; finding one is going to be difficult and if we have a full-time administrator we will be in the same boat as we were three years ago.

Mr. Formica commented that Mr. Skellenger is talking about taking the one candidate and not giving that candidate all of the administrative duties. Have the candidate focus primarily on CFO duties.

Mr. Snyder commented that when he and Mayor Sowden met with the town employees their concerns were keeping the employees we have and paying them accordingly.

Mr. Postas commented that he likes the idea of a hybrid and being able to compensate Darlene and Colleen for this. We need to figure out how to split these duties.

After much discussion, it was decided that the Council would bring in both candidates to interview at the next meeting.

Mayor Sowden requested a moment of silence for Don Kovach who passed away earlier this week.

**EXECUTIVE SESSION**

There was no executive session.

**ADJOURNMENT**

There being no further items for discussion by the Mayor and Council, Mr. Postas made a motion to adjourn the meeting at 7:46 p.m., seconded by Mr. Formica. All were in favor.

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John M. Sowden IV, Mayor

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Darlene J. Tremont, Municipal Clerk