

**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  
NOVEMBER 25, 2025**

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: Mrs. Carnes, Mr. Formica, Mrs. Heath, Mr. Limon, Mr. Skellenger, Mr. Snyder 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 12, 2025, and posted on the Borough website, which adequate notice has been certified by the Clerk."

**PRESENTATIONS**

There were no presentations for tonight's meeting.

**COMMITTEE REPORTS**

Mr. Limon commented that there was a personnel meeting held and the PBA Contract was discussed.

Mrs. Carnes commented that an EDC Meeting was held last Thursday and there are new businesses opening soon.

Mr. Snyder commented that he enjoys doing the vouchers.

Mrs. Heath commented that the Franklin Recreation Committee will be hosting their annual tree lighting on November 29<sup>th</sup> at 5pm at the Franklin Pond. Today I attended the Franklin-Hardyston Business meeting and J.R. brought up, as you all know because Neil sent out an email, about a regionalization study of all of the five schools in the district and the results of the study will be on zoom on December 10<sup>th</sup> at 6:30pm. At the last business meeting she brought up that Grace's Food Pantry was bare. J.R. reached out to the Boy Scouts; Mrs. Heath thanked Barbara DeRenzo and the Franklin Boy Scouts and Edith Lynch, the Associate Director from YMCA, they conducted food drives and our pantry is overflowing. They are able to do Thanksgiving baskets for many people. Mrs. Heath wished everyone a Happy Thanksgiving.

Mr. Skellenger commented that he, Councilwoman Carnes and Councilwoman Heath and Councilman Limon attended the 110<sup>th</sup> Annual League of Municipalities in Atlantic City and attended some good classes.

Mr. Formica had nothing to report.

Mrs. Little had nothing to report.

Mr. Spidaletto commented that the sink hole was videoed today and it is a little bit larger than what was initially thought. Mr. Spidaletto requested an ordinance meeting to go over some of the ordinances that we have been talking about. You have committee sign ups in front of you for next year. Mr. Spidaletto provided Council with correspondence in regards to 104 Main Street and they are requesting to lease 10 parking spots.

Mr. Ursin commented that there was a closed session that started at 6:30pm and we discussed attorney client privilege matters, specifically the Affordable Housing Litigation that it currently pending.

## **MAYOR & COUNCIL MEETING MINUTES NOVEMBER 25, 2025**

Mr. Snyder commented that recently there was an award given to J.R. from the school; Mr. Snyder asked if as the Mayor and Council we can send a letter for his accomplishment.

Mayor Sowden commented that the Toys for Tots Train will be arriving and stopping in Franklin on Saturday December 13, 2025 between 4:45pm-4:50pm and they will be stopping on the intersection of Junction Street and Susquehanna Street.

### **OPEN PUBLIC SESSION**

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

Mr. Michael Martino and Stephen Jankowski stepped forward. Mr. Martino commented that last week they were conditionally approved at 104 Main Street for a laundromat and 5 apartments (4 two bedroom apartments and 1 one bedroom apartment) one of the conditions of the approval by the town is that they find adequate parking for the building. Currently 104 Main Street does not have any parking on site; the municipal parking has been used for the parking. Mr. Martino commented that they are requesting 10 parking spaces for the apartments and 8 parking spaces for the laundry mat, which will be operational from 7am-10pm. They will also need one handicapped parking space.

Mayor Sowden commented that we will take this into consideration and Neil will lead the charge to put that all together and come up with some numbers and then see what we can do to help you.

Mr. Snyder asked how far they own out from the building.

Mr. Martino commented that they own 8 feet from the building but have to install a ramp that will take up 5 feet and that will only leave 3 feet of usable space against the building and also when you enter and exit from that part of the building it could cause some problems if cars are parked by the building.

Mr. Curtis Kitchen stepped forward. Mr. Kitchen is the President of the Wallkill Valley Youth Football League. Mr. Kitchen commented that one of the things that he noticed is that there are a lot of kids who do not participate in our sports who are getting into trouble. Mr. Kitchen is looking to set up a program to help kids within the town. Mr. Kitchen commented that he will bring some sort of a proposal to present for his program.

Mrs. Joanne Tatka stepped forward. Mrs. Tatka asked for some clarification on Ordinance 11-2025 it had for the police department a Silverado 1500 for \$95,000 and now today I see something for a Silverado for \$74,000, is that one in the same or is this for two vehicles.

Mr. Spidaletto commented that it is one in the same.

Mrs. Tatka asked what the difference in the price is.

Mr. Spidaletto commented that the difference in the price is for equipment.

Mrs. Tatka commented that they were talking about the paved parking lot, did the town foot the bill for the whole parking lot because part of that is private property. Mrs. Tatka asked if the toilet can be fixed in the handicapped stall at the Senior Center because the seat is not held fast. Mrs. Tatka asked what the resolution is for on Cork Hill Road, is that considering fixing the road.

Mayor Sowden commented that yes, but it is trying to get a grant from the State to widen it in certain areas and heavier asphalt.

Mrs. Tatka commented that Well B is still not repaired. Are you needing to drill deeper.

Mayor Sowden commented no, what we are going to be doing is refreshing the well.

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Mrs. Pam Belott stepped forward. Mrs. Belott commented that we are trying to get plowing for our service road. We took it upon ourselves to get it paved and we are not asking for anything as far as that goes. We are asking that the town continue to plow the road.

There being no one else present who wished to address the Governing Body, Mr. Skellenger made a motion to close the meeting to the public, seconded by Mrs. Heath. All were in favor.

### **Discussion on service road behind Master Street**

Mayor Sowden commented that he would like to know what the Council's feelings are regarding the service road/alley way behind Master Street.

Mr. Spidaletto commented that after the last meeting he was directed to contact our engineer to find out if there was a possibility for us to take over a small portion of right of way to possibly accommodate us to continue to plow; that information was provided to the council via email. Mr. Spidaletto commented that if we want to move forward, it will take some time to complete these tasks that Mr. Vreeland listed in his report. Mr. Vreeland is going to pull and review deeds, conduct a boundary analysis, conduct field surveys, prepare easement plan and exhibit and prepare a meets and bounds description at an estimated cost of \$7,500.

Mr. Formica commented that it would be recorded.

Mr. Ursin commented that you would have to draft an easement, get some assurances on titles from each of the homeowners, each of the homeowners would have to sign it and then if all that worked, we would end up with an easement across private property.

Mr. Skellenger made a motion to authorize Mr. Vreeland to move forward with his tasks as submitted via email to Mr. Spidaletto. Seconded by Mrs. Heath.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

Mrs. Heath made a motion to continue to plow the service road by Master Street until the agreement is settled. Seconded by Mr. Snyder.

Upon roll call vote:

Ayes: Heath, Limon

Nays: Formica Absent: None Abstentions: Carnes, Skellenger, Snyder

### **CONSENT AGENDA**

Mayor Sowden requested that all persons present review the consent agenda and offer any comments they may have at this time regarding the consent agenda.

### **CORRESPONDENCE** (ACCEPTANCE FOR FILING ONLY OF THE FOLLOWING):

1. Letter dated November 4, 2025 from Envirotrac in regards to 272 Route 23.
2. Borough of Ogdensburg Ordinance amending Chapter 30 "Land Development"

### **REPORTS** (ACCEPTANCE FOR FILING OF THE FOLLOWING):

1. County Board of Health Report – October 2025

### **APPLICATIONS** (APPROVAL OF THE FOLLOWING):

1. None filed.

### **RESOLUTIONS** (APPROVAL OF THE FOLLOWING):

1. Resolution 2025-92 – authorizing a budget transfer in the amount of \$12,460.
2. Payment of bills for the meeting of November 25, 2025.

Mr. Limon made a motion to approve the consent agenda of November 25, 2025. Seconded by Mr. Skellenger.

## **MAYOR & COUNCIL MEETING MINUTES NOVEMBER 25, 2025**

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

### **OLD BUSINESS**

There was no old business for tonight's portion of the meeting.

### **NEW BUSINESS**

#### **Approval of the Minutes**

Mrs. Carnes made a motion to approve the regular meeting minutes for November 10, 2025. (Absent: Mrs. Heath) Seconded by Mr. Skellenger

Upon roll call vote:

Ayes: Carnes, Formica, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: Heath

#### **Resolution 2025-93**

Mrs. Heath made a motion to adopt Resolution 2026-93 to approve appointing Neil Spidaletto, as Fund Commissioner for the Local Unit calendar year 2026 and Colleen Little as Alternate fund commissioner for the Local Unit calendar year 2026. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

#### **Resolution 2025-94**

Mr. Snyder made a motion to adopt Resolution 2025-94 to approve appointing Wayne Dietz, Skylands Risk Management, Inc. Franklin Borough's Risk Management Consultant and Neil Spidaletto, Administrator, as the authorized representative of the public entity and is hereby authorized to execute the Risk Management Consultant's Agreement for the year 2026. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

#### **Resolution 2025-95**

Mr. Skellenger made a motion to adopt Resolution 2025-95 awarding a phone stipend to the Municipal Court Administrator in the amount of \$20.00 per pay (\$40.00 per month) effective December 1, 2025. Seconded by Mr. Limon.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

#### **Resolution 2025-96**

Mr. Skellenger made a motion to adopt Resolution 2025-96 authorizing through the Morris County Cooperative the purchase of water meters and associated software in an amount not to exceed \$190,012.50. Seconded by Mr. Limon.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

#### **Resolution 2025-97**

Mr. Formica made a motion to adopt Resolution 2025-97 authorizing the award of Well B Redevelopment Bid #25-01 to AC Schultes in an amount not to exceed \$86,155.00. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

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### **Resolution 2025-98**

Mr. Skellenger made a motion to adopt Resolution 2025-98 authorizing through NJ State Contract a purchase for a 2025 Chevrolet Silverado from Gentilini Motors in an amount not to exceed \$74,434.86. Seconded by Mr. Formica.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

### **Approve Garden State Fireworks Agreement**

Mrs. Heath made a motion to enter into an agreement with Garden State Fireworks for Fireworks Display for Franklin Day, to be held on June 27, 2026, in the amount of \$14,817.00. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

### **Hillside Estates Mobile Home Park License Renewal**

Mrs. Carnes made a motion to approve the renewal of the 2026 Mobile Home Park License for Hillside Estates at Franklin, LLC. Seconded by Mr. Limon.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

### **Approval of NJ State Firemen's Association Membership Application**

Mrs. Heath made a motion to approve the application for membership of Richard Gunderman as Firematic member to the Franklin Fire Department as endorsed by Corey Houghtaling, Franklin Fire Department Chief. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Skellenger, Snyder

Nays: None Absent: None Abstentions: Limon

### **Removal of Recreation Member for lack of attendance**

A letter will be sent to the Recreation member advising of their removal for lack of attendance.

## **ADDENDUM**

### **Resolution #2025-99**

Mr. Limon made a motion to adopt Resolution 2025-99 to approve a Grant Application and execute a grant contract with the New Jersey Department of Transportation for the Cork Hill Road Local Freight Impact Fund. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

## **MISCELLANEOUS COMMENTS**

There were no miscellaneous comments.

## **ADJOURNMENT**

There being no further items for discussion by the Mayor and Council, Mr. Snyder made a motion to adjourn the meeting at 8:08p.m., seconded by Mrs. Carnes. All were in favor.

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John M. Sowden IV, Mayor

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Colleen L. Little, Municipal Clerk