

REGULAR AGENDA
FOR THE MAYOR AND COUNCIL SPECIAL MEETING
BOROUGH OF FRANKLIN,
HELD AT THE MUNICIPAL BUILDING, 46 MAIN STREET
FRANKLIN, NEW JERSEY AT 5:30 P.M. ON
DECEMBER 30, 2025

- A. **Mayor Sowden** will call the meeting to order; Clerk will call the roll.
- B. **Mayor Sowden** will invite all present to salute the flag.
- C. **Mayor Sowden** will state that "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 December 28, 2025, and posted on the Borough website, which adequate notice has been certified by the Clerk."
- D. **PRESENTATIONS**
There are no presentations this evening.
- E. **COMMITTEE REPORTS: Mayor Sowden** will allow each member of the Council, Borough Administrator, Borough Clerk, and Borough Attorney to present their respective committee report.

Mayor Sowden will offer the Mayor's Report.

- F. **OPEN PUBLIC SESSION: Mayor Sowden** will request a motion to open the meeting to the public, for any questions or comments concerning the good and welfare of the Borough. **All comments should be directed to the Mayor and kept to a 3-minute maximum per person.**

After giving all persons present an opportunity to address the Governing Body, **Mayor Sowden** will request a motion to close the meeting to the public and return to the regular order of business.

- G. **CONSENT AGENDA: Mayor Sowden** will request that all persons present review the consent agenda. If any member of the Council or public wishes an item on the consent agenda to be discussed and considered separately, a motion to this effect shall so be made, at this time.

After all persons have had an opportunity to review the consent agenda and offer requests for changes, Mayor Sowden will request a motion to approve the consent agenda.

- H. **OLD BUSINESS:**

- I. **NEW BUSINESS:**

1. **Resolution 2025-103** authorizing budget transfers in the amount of \$25,293.
2. **Resolution 2025-104** authorizing an agreement with the Township of Lafayette pursuant to the uniform shared services and consolidation act concerning the services of a certified tax collector.
3. **Resolution 2025-105** approving a stipend for tax collector shared service agreement in the amount of \$833.33 semi-monthly (\$20,000 annually) for 2026, \$854.17 semi-monthly (\$20,500 annually) for 2027 and \$872.52 semi-monthly (\$21,013 annually) for 2028.
4. **Resolution 2025-106** approving budget transfers in the amount of \$30,700

REGULAR AGENDA – MAYOR AND COUNCIL SPECIAL MEETING
DECEMBER 30 , 2025

J. **EXECUTIVE SESSION – IF REQUESTED**

Mayor Sowden will request a motion to adopt a resolution to adjourn into Executive Session to discuss certain items excluded from the public.

THE OPEN PUBLIC MEETINGS ACT ALLOWS THE MAYOR AND COUNCIL TO EXCLUDE THE PUBLIC FROM A PORTION OF A MEETING IN CERTAIN CIRCUMSTANCES,

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF FRANKLIN, THAT THE PUBLIC SHALL BE EXCLUDED FROM DISCUSSION OF MATTERS ALLOWED BY NEW JERSEY LAW.

THE EXECUTIVE SESSION MINUTES WILL BE PLACED ON FILE IN THE BOROUGH CLERK'S OFFICE, AND WILL BE AVAILABLE TO THE PUBLIC AS PROVIDED FOR BY NEW JERSEY LAW.

Be further advised this Resolution shall take effect immediately.

K. **MISCELLANEOUS COMMENTS:** **Mayor Sowden** will allow each member of the Governing Body to offer any miscellaneous comments which they may have at this time.

L. **ADJOURNMENT:** **Mayor Sowden** will request a motion to adjourn the meeting.

Borough of Franklin, County of Sussex

Resolution #2025-103

TRANSFER RESOLUTION

WHEREAS, the Borough of Franklin Municipal Budget requires certain modifications to cover potential expenses that occur in excess of the original budget.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Franklin, that the following Transfer of Appropriations in accordance with N.J.S.A. 40A:4-58-59 and hereby approved.

Current Fund Transfer To	Amount	Current Fund Transfer From
Employee Insurance Reimburse.	\$ 437	Finance OE
Electricity OE	68	Finance OE
Telephone OE	18	Finance OE
Hardyston Construction OE	6,000	Litigation OE
Hardyston Construction OE	6,000	Engineering OE
Admin S&W	2,500	Social Security OE
Clerk S&W	3,700	Social Security OE
Crossing Guard S&W	3,600	Social Security OE
Land Use S&W	3,600	Zoning S&W
Total Current Fund Transfers	\$25,923	

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at a regular meeting held on December 30, 2025.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2025-104

A RESOLUTION OF THE BOROUGH OF FRANKLIN, SUSSEX COUNTY, NEW JERSEY AUTHORIZING AN AGREEMENT WITH THE TOWNSHIP OF LAFAYETTE PURSUANT TO THE UNIFORM SHARED SERVICES AND CONSOLIDATION ACT CONCERNING THE SERVICES OF A CERTIFIED TAX COLLECTOR

WHEREAS, the Township of Lafayette is seeking a shared services agreement with the Borough of Franklin for the services of Certified Tax Collector; and

WHEREAS, both parties have the authority to enter into the Agreement pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et. seq.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Franklin, Sussex County, New Jersey as follows:

- A. The Borough of Franklin hereby authorizes the Mayor and Administrator to execute the Agreement with the Township of Lafayette concerning the services of a Certified Tax Collector.
- B. A copy of this Resolution and Agreement shall be forwarded to the Municipal Clerk of the Township of Lafayette.

BE IT FURTHER RESOLVED that this Agreement shall commence on January 1, 2026; and this Resolution shall take effect immediately.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at a regular meeting held on December 30, 2025.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2025-105

RESOLUTION APPROVING STIPEND FOR TAX COLLECTOR SHARED SERVICE AGREEMENT

WHEREAS, the Borough of Franklin has entered into a Shared Services agreement with Lafayette Township for a Certified Tax Collector,

WHEREAS, Diana Falica will be performing the duties of Certified Tax Collector of Lafayette Township in addition to her respective regular position;

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Franklin, County of Sussex and State of New Jersey has authorized a stipend of \$833.33 semi-monthly (\$20,000 annually) for 2026, \$854.17 semi-monthly (\$20,500 annually) for 2027 and \$875.52 semi-monthly (\$21,013 annually) for 2028 for Diana Falica to perform the duties of Certified Tax Collector of Lafayette Township effective January 1, 2026 through December 31, 2028.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin at a regular meeting held on December 30, 2025 at 7:00 PM.

Colleen L. Little, Borough Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2025-106

TRANSFER RESOLUTION

WHEREAS, the Borough of Franklin Municipal Budget requires certain modifications to cover potential expenses that occur in excess of the original budget.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Franklin, that the following Transfer of Appropriations in accordance with N.J.S.A. 40A:4-58-59 and hereby approved.

Current Fund Transfer To	Amount	Current Fund Transfer From
Public Defender OE	\$ 800	Litigation OE
Police S&W	29,900	Streets and Roads S&W
 Total Current Fund Transfers	 \$30,700	

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at a regular meeting held on December 30, 2025.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				