

**MINUTES OF THE ORGANIZATION MEETING
OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF FRANKLIN
HELD AT THE FRANKLIN MUNICIPAL BUILDING
46 MAIN STREET, FRANKLIN, NJ AT 6:00PM ON
JANUARY 2, 2024**

Mayor Sowden called the meeting to order.

Mayor Sowden stated "This meeting is being held in compliance with the provisions of the Open Public Meetings Act, P.L. 1975, Ch. 231. It has been properly advertised by the Clerk."

Mayor Sowden led the assembly in the flag salute.

Roll Call of 2023 Borough Council Members

Mayor Sowden requested a roll call of the 2023 Governing Body:

Present: Mr. Formica, Mrs. Heath, Mr. Limon, Mr. Postas, Mr. Skellenger, Mr. Snyder, and Mayor Sowden.

Oaths of Office

- a. **Ms. Tremont** read the "Statement of Determination" of the Board of County Canvassers.
- b. **Ms. Tremont** administered the Oath of Office to Mayor-elect John M. Sowden, IV for a four-year term as Mayor of the Borough of Franklin.
- c. **Ms. Tremont** administered the Oath of Office to Councilman-elect Joe Limon for a three-year term as Councilman of the Borough of Franklin.
- d. **Ms. Tremont** administered the Oath of Office to Councilman-elect John Postas for a three-year term as Councilman of the Borough of Franklin.

Roll Call of 2024 Borough Council Members

Mayor Sowden requested a roll call of the 2024 Governing Body.

Present: Mr. Formica, Mrs. Heath, Mr. Limon, Mr. Postas, Mr. Skellenger, Mr. Snyder and Mayor Sowden.

Council Appointment: Council President

Mayor Sowden opened the floor for Council nominations to the position of **Council President** for 2024.

Mr. Postas nominated Mrs. Heath as the Council President for the year 2024. Seconded by Mr. Snyder.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Fire Department Chief and Line Officers

- a. **Mayor Sowden** recognized the Chief of the Franklin Fire Department for 2024, Michael Raperto.
- b. **Ms. Tremont** administered the Oath of Office to the Chief of the Franklin Fire Department for 2024, Chief Raperto.
- c. **Ms. Tremont** recognized Fire Chief Raperto who will introduce the 2024 Line Officers and Administrative Officers of the Franklin Fire Department.
- d. **Ms. Tremont** administered the Oath of Office to the **Line Officers and Administrative Officers** of the Franklin Fire Department for 2024.

MAYOR & COUNCIL MEETING MINUTES JANUARY 2, 2024

Mayor’s Appointments

At this time, **Mayor Sowden** presented his nominations for appointment to the various positions of Borough Government for the year 2024.

Municipal Judge (3 yr.) expires 12/31/26	Glenn T. Gavan
Municipal Prosecutor (1 yr.)	Timothy Profeta, Esq.
Municipal Public Defender (1 yr.)	John Grey, Esq.
Historian (1 yr.)	Phillip Crabb
Municipal Housing Liaison (1 yr.)	Darlene Tremont
Right to Know Coordinator	Brian VanDenBroek
Assessment Search Officer (1 yr.)	Darlene Tremont
Tax Search Officer (1 yr.)	Township of Wantage
Borough Physician (1 yr.)	Dr. Bollard, Premier Health
Animal Control Officer (3 yr.) expires 12/31/2026	Vernon Township
School Crossing Guard Captain (1 yr.)	Rebecca Babcock
School Crossing Guards (1yr.)	Jaymie Babcock, Kathleen Clohessey, Lisa Conte, Michelle Griece, Susan Hardcastle, Cara, Ross, Robin Saraceni, Becky Fidler, John Panso, Jacquelyn Kimmel, Diane Witherby

Mrs. Heath made a motion to confirm the Mayor’s Appointments. Seconded by Mr. Postas.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Appointments: Planning Board

Mayor Sowden commented the **Council** shall, by motion, select a representative to serve on the Planning Board as a Full Member Class III (1 yr.)

Mr. Skellenger made a motion to nominate Councilman Formica to serve as the Class III member for a 1-year term to the Planning Board. Seconded by Mr. Postas.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Mayor Sowden made the following appointments to the Planning Board:

Mayor (Class I)	Mayor Sowden
Fire Safety (Class II) 1 yr. term (term expires 12/31/2024)	Jim Williams
Member (Class IV) 4 yr. unexpired term (expires 12/31/2027)	Floy Estes
Alternate #3 2 yr. term (term expires 12/31/2025)	Vacant
Alternate #4 2 yr. term (term expires 12/31/2025)	Vacant

Mr. Formica made a motion to confirm the Mayor’s Appointments. Seconded by Mrs. Heath.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Appointments: Boards and Commissions

FRANKLIN/HARDYSTON JOINT RECREATION COMMITTEE

All current Board of Recreation Committee Members 1-year term

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RECREATION COMMITTEE

Council Liaison	Rachel Heath	
Member	3-year term (term expires 12/31/2026)	James Affinito
Member	3-year term (term expires 12/31/2026)	Patti Carnes
Member	3-year term (term expires 12/31/2026)	vacant

Mr. Formica made a motion to confirm the Mayor's Appointments. Seconded by Mr. Snyder.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

BOARD OF HEALTH

Secretary	1-year term (term expires 12/31/2024)	Colleen Little
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Mrs. Heath made a motion to confirm the Mayor's Appointments. Seconded by Mr. Postas.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

LOCAL EMERGENCY MANAGEMENT COUNCIL

Mayor	1-year term	John M. Sowden
Deputy	1-year term	Gregory Cugliari
Member/OEM	1-year term	Jim Williams
Member/FFD	1-year term	Michael Raperto
Member/WVFAS	1-year term	John Friend
Member	1-year term	Hector Acevedo
Member	1-year term	Darlene Tremont
Member	1-year term	James Nidelko
Member	1-year term	Steve Sluka
Member	1-year term	Brian VanDenBroek

Mr. Skellenger made a motion to confirm the Mayor's Appointments. Seconded by Mrs. Heath.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

ECONOMIC DEVELOPMENT COMMITTEE

Member/Secretary	1-year term	Judy Williams
Member	1-year term	Keith Yodice
Member	1-year term	Dawne Rowe
Member	1-year term	Vacant
Member	1-year term	Vacant
Member	1-year term	Vacant
Member	1-year term	Vacant
Member	1-year term	Vacant
Member/Council	1-year term	John Postas
Alternate #1	1-year term	Vacant
Alternate #2	1-year term	Vacant

Mr. Formica made a motion to confirm the Mayor's Appointments. Seconded by Mr. Postas.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

MAYOR & COUNCIL MEETING MINUTES JANUARY 2, 2024

HISTORICAL PRESERVATION COMMISSION

Member	4-year term (term expires 12/31/2027)	Connie Cholminski
Member	4-year term (term expires 12/31/2027)	Jeffrey Garrity
Ex-Officio	1-year term (term expires 12/31/2024)	Mayor Sowden
Council Liaison	1-year term (term expires 12/31/2024)	John Postas

Mr. Limon made a motion to confirm the Mayor's Appointments. Seconded by Mr. Postas.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

RENT LEVELING BOARD

Member	5-year term (term expires 12/31/2026)	Vacant
Member/Council	1-year term (term expires 12/31/2024)	Vacant
Member/Council	1-year term (term expires 12/31/2024)	Vacant
Alt# 1	1-year term (term expires 12/31/2024)	Vacant
Alt#2	1-year term (term expires 12/31/2024)	Vacant
Attorney	1-year term (term expires 12/31/2024)	Angelo Bolcato Laddey, Clark & Ryan

Mrs. Heath made a motion to confirm the Mayor's Appointments. Seconded by Mr. Skellenger.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

COMMUNITY RELATIONS:

Council Representative: Rachel Heath

Mrs. Heath made a motion to confirm the Mayor's Appointment. Seconded by Mr. Snyder.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Recreation Committee, Economic Development, also serves as the "Awards Committee."

Member:	Judy Williams	Economic Development
Member:	Patti Carnes	Recreation Committee
Liaison:	Rachel Heath	Joint Recreation Commission

Mr. Formica made a motion to confirm the Mayor's Appointment. Seconded by Mr. Snyder.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

COUNCIL COMMITTEE DUTIES

12. Council Committee Duties:

Ordinance:

Chairman: Mr. Postas
Member: Mr. Skellenger
Member: Mr. Limon

Finance, Budget & Insurance:

Chairman: Mr. Postas
Member: Mr. Skellenger
Member: Mrs. Heath

Buildings & Grounds and Public Utilities:

Chairman: Mr. Limon
Member: Mr. Formica
Member: Mr. Snyder

Personnel & Negotiations:

Chairman: Mrs. Heath
Member: Mr. Snyder
Member: Mr. Limon

Public Safety - Police & Fire:

Chairman: Mr. Formica
Member: Mrs. Heath
Member: Mr. Skellenger
Alternate: Mr. Postas

Mrs. Heath made a motion to confirm the Mayor's Appointments. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Postas, Skellenger, Snyder
Nays: None Absent: None Abstentions: None

Approval of Consent Agenda

Mayor Sowden requested that all 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 be made at this time.

RESOLUTION #2024-01 – PROFESSIONAL SERVICES

To adopt a Professional Services Resolution #2024-01 for various professional services (Borough Attorney, Borough Auditor, and etc.).

RESOLUTION #2024-02 - TEMPORARY BUDGET – CURRENT FUND

To adopt resolution #2024-02, 2024 Temporary Municipal Budget Current Fund and sewer and water temporary operating with attached exhibit A entitled Borough of Franklin 2024 Temporary Budget Exhibit A.

RESOLUTION #2024-03 – RATES OF INTEREST/DELINQUENT TAX PENALTY

To establish the rate of interest to be charged for non-payment of taxes and water/sewer bills, on or before the date when they would become delinquent and to authorize the Tax Collector to charge a six percent penalty to a taxpayer with a delinquency in excess of ten thousand dollars, who fails to pay the delinquency prior to the end of the calendar year, as per the attached resolution #2024-03.

RESOLUTION #2024-04 - OVERPAYMENT/UNDERPAYMENT OF TAXES

To authorize the tax collector to cancel any record of overpayment or underpayment of taxes in the amount of \$10.00 or less for the calendar year 2023, in accordance with the provisions of N.J.S.A. 54:4-99, as per the attached resolution #2024-04.

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RESOLUTION #2024-05 – MEETING DATES

To establish the regular meeting nights of the Mayor and Council for the calendar year 2024, as per the attached resolution #2024-05.

RESOLUTION #2024-06 – OFFICIAL NEWSPAPERS

To designate the New Jersey Herald and the New Jersey Sunday Herald of Newton, N.J. to be the official newspapers of the Borough of Franklin for the year 2024, as per the attached resolution #2024-06.

RESOLUTION #2024-07 – DEFENSE AGAINST TAX APPEALS

To adopt resolution #2024-07 to authorize the Borough Attorney and the Borough Tax Assessor to defend the Borough of Franklin against all tax appeals filed during the calendar year 2024.

RESOLUTION #2024-08 – PAYMENT OF RECURRING BILLS RESOLUTION

To adopt resolution #2024-08 for payment of recurring bills.

RESOLUTION #2024-09 – TO ADOPT A CASH MANAGEMENT PLAN

To adopt resolution #2024-09 for the year 2024, to serve as the cash management plan of Franklin Borough.

RESOLUTION #2024-10 – REAUTHORIZING PETTY CASH FUNDS FOR CALENDAR YEAR 2024.

To adopt resolution #2024-10 reauthorizing petty cash funds for the Calendar year 2024.

RESOLUTION #2024-11 – DESIGNATING DEPUTY CUSTODIANS OF PUBLIC RECORDS.

To adopt resolution #2024-11 designating deputy custodians of public records.

RESOLUTION #2024-12 - DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)

To adopt resolution #2024-12 designating public agency compliance officer (P.A.C.O.).

MINUTES OF MEETINGS

A motion is in order to direct that copies of the minutes of meetings be made and delivered to each meeting of the Governing Body at least 24 hours prior to the next regular council meeting, in order that the reading of the minutes may be dispensed with at the meeting.

RULES OF THE MAYOR AND COUNCIL

A motion is in order to adopt the Rules and Regulations of the Mayor and Council of the Borough of Franklin for the calendar year 2024.

FIRE DEPARTMENT LINE OFFICERS

A motion is in order to approve the ratification of 2024 Line Officers for the Franklin Fire Department, as per the recommendations submitted by Chief Michael Raperto.

FIRE PREVENTION BUREAU ATTORNEY

A motion is in order to approve the Borough Attorney as the official Fire Prevention Bureau Attorney for the calendar year 2024, in accordance with the requirements of the Uniform Fire Code.

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

Mr. Formica made a motion to approve the consent for January 2, 2024, with the removal of the rules of the Mayor & Council until the January 23, 2024 meeting. Seconded by Mr. Skellenger.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

MAYOR & COUNCIL MEETING MINUTES JANUARY 2, 2024

Mayor's Statement

Mayor Sowden addressed the Council and the public with remarks concerning the priorities and goals for the Borough of Franklin in 2024.

Mayor Sowden thanked everyone for attending tonight's meeting and wished everyone a happy and healthy new year. There are many projects that will need to be addressed. We need to remember the past families and departments of Franklin Borough and what they have done for the town. There will need to be discussions to bring these projects to fruition and move forward. We are finally redeveloping the Zinc Mine site. We've done a lot last year and much more is needed to be done this year.

Council Comments

Mayor Sowden invited each member of the Council to offer remarks concerning the 2024 Council's goals and priorities.

Mrs. Heath thanked everyone for coming and wished everyone good health.

Mr. Skellenger thanked everyone for coming and wished everyone a happy and healthy new year. He looks forward to working with everyone for a successful 2024 and congratulated Councilwoman Heath for becoming council president.

Mr. Formica thanked everyone for coming. We started making some improvements in town over the past few years and would like to see it continue. He thanked all the departments for all that they do.

Mr. Snyder thanked everyone for coming and wants to see us continue to move forward. We have done a lot, but more is needed.

Mr. Postas thanked everyone for coming. He thanked the council for their support in his position as council president. Congratulations to all.

Mr. Limon congratulated the Mayor and Mr. Postas. He was glad to see the Franklin Fire Department in attendance. He looks forward to working with Brian and Councilman Snyder and Formica on the Department of Public of Works.

ADJOURNMENT

There being no further items for discussion by the Mayor and Council, Mr. Snyder made a motion to adjourn the meeting at 6:41p.m., seconded by Mr. Postas. All were in favor.

John M. Sowden IV, Mayor

Darlene J. Tremont, Municipal Clerk