

BOROUGH OF TOTOWA

MINUTES OF THE MAYOR AND COUNCIL

October 28, 2025

PRESENT: Mayor John Coiro, presiding, Council President Lou D'Angelo, Councilman Anthony Picarelli, Councilman Patrick Fierro, Councilman Sanders Reynoso, Councilwoman Kristen Coiro, Municipal Clerk Joseph Wassel and Municipal Attorney Kristin Corrado.

ABSENT: Councilman William Bucher.

Mayor John Coiro called the meeting to order and asked the Municipal Clerk to call the roll.

Municipal Clerk Wassel recited the Prayer of the Meeting followed with the Pledge of Allegiance to the Flag with the public participating.

Mayor Coiro asked the Clerk to read the statement of the meeting.

Municipal Clerk Wassel read the following statement: This meeting of the Mayor and Council held on this day is being held in accordance with Chapter 231, P.L. 1975 of the State of New Jersey as amended. The agenda for this meeting has been prepared and distributed to the Mayor and Council and a copy has been on file in the Office of the Municipal Clerk.

Mayor Coiro asked if any members of the Council, the Municipal Clerk or the Municipal Attorney wished to address the Council.

There were no reports.

CITIZENS HEARD:

Lauren Koman, 105 Shepherds Lane: Said No Parking signs were just recently installed on Shepherds Lane, and while she agreed that parking is an issue, now she can't park in front of her house and asked for either permit parking or make it exempt on weekends,

or something. Mayor Coiro: Explained that there is no parking on Shepherds Lane and the reason that the No Parking signs were installed. Asked Lauren what her preference would be, either permit parking or no parking Monday through Friday. After a discussion, it was determined that there should be no parking from 7:00 a.m. until 3:00 p.m. Monday through Friday in front of the residences. Informed Lauren that we will have to change the ordinance and that takes two meetings.

There was a motion by Councilman D'Angelo, seconded by Councilman Picarelli to approve the Minutes of the Mayor and Council for the meeting of October 14, 2025. On roll call vote, all members of the Council present voted in the affirmative.

COMMITTEE ON FINANCE:

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to approve Resolution No. 2025-21 for the payment of bills. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following resolution authorizing the Tax Collector to increase the evaluation on various properties pursuant to State Tax Court judgments and to send out amended bills. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION

WHEREAS, there have been State Tax Court Judgments to increase the evaluation on the following; and

WHEREAS, the original Resolution from August 12, 2025 was incorrect.

NOW, THEREFORE, BE IT RESOLVED, that the Tax Collector of the Borough of Totowa is authorized to bill the corrected amount:

<u>Block</u>	<u>Lot</u>	<u>Property/Owner</u>	<u>Year</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
170.03	4	Maltese Dr Assoc LLC 50 Maltese Dr	2025	3,298,700	5,477,000	\$63,911.32

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following resolution to effectuate the redemption of Tax Sale Certificate Number 24-00009 for 57 Lafayette Circle, Block 9.08, Lot 25. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION

Tax Sale Certificate Number 24-00009
Block 9.08, Lot 25

Property: 57 Lafayette Circle, Totowa, New Jersey 07512
Owner: Shaun Williams

WHEREAS, at the Municipal Tax Sale on October 16, 2025, a lien was sold on Block 9.08, Lot 25; and

WHEREAS, this lien known as Tax Sale Certificate Number 24-00009, was sold to Matthew Bariso for a 0% redemption fee and a premium of \$1,000; and

WHEREAS, Shaun Williams, the owner of the property, has effected redemption of Tax Sale Certificate Number 24-00009 in the amount of \$639.55 as of October 28, 2025.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the Treasurer to issue a check in the amount of \$639.55 payable to Mathew Bariso for the redemption of Tax Sale Certificate Number 24-00009.

BE IT FURTHER RESOLVED, that the Mayor and Council do hereby authorize the Treasurer to issue a check in the amount of \$1,000.00 (premium) to the aforementioned Lien Holder.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following resolution authorizing the Treasurer to issue a tax refund for Martin Lau, 50 Lewis Place, Block 19, Lot 55 due to a 100% Exemption for a 100% permanent and total disability. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION

WHEREAS, Martin Lau, 50 Lewis Place, Block 19, Lot 55 has applied for a 100% exemption for a 100% permanent and total disability; and

WHEREAS, he meets all the requirements for the exemption; and

WHEREAS, the 100% disability became effective on December 1, 2024, and he applied for exemption on June 24, 2025; and

WHEREAS, CoreLogic paid the taxes from June 24, 2025 to September 30, 2025 in the amount of \$2,106.12 and therefore Martin Lau is entitled to a refund of \$2,106.12.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that the Treasurer is authorized to refund \$2,106.12 to Martin Lau and upon paying the refund due to the Taxpayer, this property will be exempted from future tax payments.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following Resolution To Terminate Participation In The State Health Benefits Program. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 134-2025

RESOLUTION TO TERMINATE PARTICIPATION IN THE STATE HEALTH BENEFITS PROGRAM

BE IT RESOLVED:

1. The Borough of Totowa, Location Number 032300 hereby resolves to terminate its participation in the Program (Medical Plan, Prescription Drug Plan, and/or Dental Plan coverage) thereby canceling coverage provided by the SHBP and/or SEHBP (N.J.S.A. 52:14-17.25 et seq.) for all its active and retired employees.
2. We shall notify all active employees of the date of their termination of coverage under the Program.
3. We understand that the New Jersey Division of Pensions & Benefits (NJDPB) will notify retired employees of the cancellation of their coverage.
4. We understand that all COBRA participants will be notified by the NJDPB and advised to contact our office concerning a possible alternative health, prescription drug, and dental insurance plan.
5. We understand that this resolution shall take effect the first of the month following a 60-day period beginning with the receipt of the resolution by the State Health Benefits Commission or School Employees' Health Benefits Commission.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following Resolution To Join The Bergen Municipal Employee Benefits Fund. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 135-2025

RESOLUTION TO JOIN THE BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND

WHEREAS, a number of public entities in the State of New Jersey have joined together to form the BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND hereafter referred to as "FUND", as permitted 40A:10-36 et seq.; and

WHEREAS, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date; and

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND; and

WHEREAS, the governing body of the Borough of Totowa, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the LOCAL UNIT hereby agrees as follows:

i. Become a member of the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreements.

ii. Will participate in the following type (s) of coverage (s):

a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.

iii. Adopts and approves the FUND's Bylaws.

iv. Execute an application for membership and any accompanying certifications.

v. Commit to the four principles of the FUND which are:

a. A long term philosophy on rates.

b. A willingness to work with bargaining units to achieve plan design changes.

- c. Professional management with stability and commitment.
- d. Rating structure based on actuarial numbers.

BE IT FURTHER RESOLVED, that the governing body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Banking and Insurance and Department of Community Affairs.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following Resolution Authorizing A Shared Services Agreement With The County Of Passaic For Hi-Speed Internet Services From The Passaic County Fiber-Optic Network. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 136-2025

RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT WITH THE COUNTY OF PASSAIC FOR HI-SPEED INTERNET SERVICES FROM THE PASSAIC COUNTY FIBER-OPTIC NETWORK

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq., allows for any local unit to enter into an agreement with any other local unit(s) to provide or receive any services that each local unit participating in the Agreement is empowered to provide or receive within its own jurisdiction, as set forth in N.J.S.A. 40A:65-4; and

WHEREAS, the County of Passaic ("Passaic County") constructed a private fiber-optic network, offering technology services that converges voice data and radio communications onto a single infrastructure reducing the overall cost of information technology, allowing the County to offer, among other services, hi-speed internet, wireless hot spots, and community web portals at a greatly reduced cost than private providers, saving money for interested municipalities and boards of education in the County; and

WHEREAS, Passaic County has been awarded a Local Efficiency Achievement Program Implementation Grant by the New Jersey Department of Community Affairs, Division of Local Government Services, in the amount of \$200,000.00, to support shared services agreements for the provision of fiber-optic internet service at municipal facilities within participating municipalities; and

WHEREAS, the Borough of Totowa wishes to enter into a Shared Services Agreement with Passaic County for the Borough of Totowa to purchase hi-speed internet from the County, saving money for the municipality and providing a more secure hi-speed internet service for its municipal operations; and

WHEREAS, the term of this Agreement shall be 5 years, commencing on January 1, 2026 and terminating on December 31, 2030; and

WHEREAS, Passaic County shall perform the agreed-upon services for a yearly annual rate of \$6,000.00 and will invoice the Borough of Totowa on a monthly basis, at a rate of \$500.00 per invoice.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa are hereby authorized to execute a Shared Services Agreement with Passaic County for hi-speed internet services from the Passaic County fiber-optic network, a copy of said Agreement is on file in the office of the Borough of Totowa Municipal Clerk.

BE IT FURTHER RESOLVED, that the Municipal Council of the Borough of Totowa does hereby authorize the Mayor and Municipal Clerk to execute any and all necessary instruments relating thereto.

BE IT FURTHER RESOLVED, that in accordance with N.J.S.A. 40A:65-4(b) a copy of the Agreement shall be filed, for informational purposes, with the Division of Local Government Services in the Department of Community Affairs.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to acknowledge receipt and discussion of the 2025 Municipal Best Practices Inventory. Mayor Coiro announced that we scored a 38.5 and a score of 32 + results in no aid being withheld from the municipality. The Worksheet was certified by Chief Administrative Officer/Municipal Clerk Joseph Wassel (C-0791) and Chief Financial Officer Lisa Nash (N-931). On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to authorize the Borough Clerk and Borough Attorney to prepare and advertise for the RFPs for 2026 Professional Services. On roll call vote, all members of the Council present voted in the affirmative.

COMMITTEE ON PUBLIC SAFETY:

There was a motion by Councilman D'Angelo, seconded by Councilman Picarelli to approve a grade increase for Patrol Officer Robert Adams from Grade 1 Officer to Grade A Officer. On roll call vote, all members of the Council present voted in the affirmative.

Upon the recommendation of the Committee, there was a motion by Councilman D'Angelo, seconded by Councilman Picarelli to appoint Edward Voorhis, Jr. as a School Crossing Guard. On roll call vote, all members of the Council present voted in the affirmative.

MAYOR'S APPOINTMENT

I, Mayor John Coiro, with the advice and consent of the Council
do hereby appoint Edward Voorhis, Jr. as a School Crossing Guard
for a term of one year ending December 31, 2025.

There was a motion by Councilman D'Angelo, seconded by Councilman Picarelli to confirm the appointment. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman D'Angelo, seconded by Councilman Picarelli to approve the firefighter application, the purchase of firefighter equipment and authorize a firefighter physical for Bismar B. Segura for Lincoln Fire Company, and Luca M. Finamore and Michael F. McGovern, Jr. for Riverview Park Fire Company. On roll call vote, all members of the Council present voted in the affirmative.

COMMITTEE ON PUBLIC WORKS:

There was no report.

COMMITTEE ON ENGINEERING & PUBLIC PROPERTY:

A letter was received from the Totowa Seniors requesting permission to use the Municipal Parking Lot on Wednesday, November 19, 2025 for a bus trip to Wind Creek Casino in Bethlehem, PA. There was a motion by Councilman Fierro, seconded by Councilman Reynoso to approve the request. On roll call vote, all members of the Council present voted in the affirmative.

A letter was received from the Totowa Public Library requesting permission to use the Municipal Parking Lot for the New Jersey Motor Vehicle Commission's Agency on Wheels event during the week of December 15 – 19, 2025. There was a motion by Councilman Fierro, seconded by Councilman Reynoso to approve the request. On roll call vote, all members of the Council present voted in the affirmative.

COMMITTEE ON LIAISON & INSPECTION:

There was a motion by Councilman Reynoso, seconded by Councilwoman Coiro to adopt the following Resolution Authorizing A Contract To Severe Structures LLC For The Borough Of Totowa Home Improvement Program For 142 Stewart Terrace. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 137-2025

RESOLUTION AUTHORIZING A CONTRACT TO SEVERE STRUCTURES, LLC FOR THE BOROUGH OF TOTOWA HOME IMPROVEMENT PROGRAM FOR 142 STEWART TERRACE

WHEREAS, the Borough of Totowa Home Improvement Program ("HIP") was created by the Borough of Totowa to provide funds to assist properties occupied by low- and moderate-income households to correct existing interior and exterior health, safety and code substandard conditions of major housing systems in conformity with the standards of the New Jersey State Housing Code, N.J.A.C. 5:28 and the Rehabilitation Subcode, N.J.A.C. 5:23-6; and

WHEREAS, the HIP is guided by N.J.A.C. 5:93-5.2 and in accordance with the New Jersey Department of Community Affairs ("DCA") Council on Affordable Housing ("COAH") regulations; and

WHEREAS, the Borough of Totowa has contracted with Community Grants, Planning and Housing LLC (“CGP&H”), a private consulting company specializing in the implementation of publicly funded housing rehabilitation programs, to administer the HIP; and

WHEREAS, by Resolution No. 106-2025 dated August 12, 2025, the Mayor and Council of the Borough of Totowa entered into a Home Improvement Agreement with Sufain Ma for the property located at 142 Stewart Terrace, Totowa, New Jersey 07512, also identified as Block 147, Lot 3 on the official tax map of the Borough of Totowa; and

WHEREAS, CGP&H advertised a Request for Rehabilitation Bid (Case No. TOTO-2514) inviting general contractors to bid on the repair and rehabilitation work for the property located at 142 Stewart Terrace (the “Scope of Work”); and

WHEREAS, the homeowner and CGP&H have reviewed the bids and CGP&H has recommended the award of a contract to the lowest apparent bidder Severe Structures, LLC, 40 Venna Avenue, North Haledon, New Jersey 07508 in an amount not to exceed \$15,800.00 for the Scope of Work; and

WHEREAS, the HIP is funded by the Borough of Totowa’s Affordable Housing Trust Fund and there is sufficient funding available for the award of this contract.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the award of a contract to Severe Structures, LLC for the Borough of Totowa Home Improvement Program for repairs to the property located at 142 Stewart Terrace, Totowa, New Jersey 07512 in an amount not to exceed \$15,800.00.

There was a motion by Councilman Reynoso, seconded by Councilwoman Coiro to adopt the following Resolution Authorizing A Contract To Severe Structures LLC For The Borough Of Totowa Home Improvement Program For 156 Greene Avenue. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 138-2025

RESOLUTION AUTHORIZING A CONTRACT TO SEVERE STRUCTURES, LLC FOR THE BOROUGH OF TOTOWA HOME IMPROVEMENT PROGRAM FOR 156 GREENE AVENUE

WHEREAS, the Borough of Totowa Home Improvement Program ("HIP") was created by the Borough of Totowa to provide funds to assist properties occupied by low- and moderate-income households to correct existing interior and exterior health, safety and code substandard conditions of major housing systems in conformity with the standards of the New Jersey State Housing Code, N.J.A.C. 5:28 and the Rehabilitation Subcode, N.J.A.C. 5:23-6; and

WHEREAS, the HIP is guided by N.J.A.C. 5:93-5.2 and in accordance with the New Jersey Department of Community Affairs ("DCA") Council on Affordable Housing ("COAH") regulations; and

WHEREAS, the Borough of Totowa has contracted with Community Grants, Planning and Housing LLC ("CGP&H"), a private consulting company specializing in the implementation of publicly funded housing rehabilitation programs, to administer the HIP; and

WHEREAS, by Resolution No. 107-2025 dated August 12, 2025, the Mayor and Council of the Borough of Totowa entered into a Home Improvement Agreement with Joseph Iannaccone for the property located at 156 Greene Avenue, Totowa, New Jersey 07512, also identified as Block 78, Lot 1 on the official tax map of the Borough of Totowa; and

WHEREAS, CGP&H advertised a Request for Rehabilitation Bid (Case No. TOTO-2512) inviting general contractors to bid on the repair and rehabilitation work for the property located at 156 Greene Avenue (the "Scope of Work"); and

WHEREAS, the homeowner and CGP&H have reviewed the bids and CGP&H has recommended the award of a contract to the lowest apparent bidder Severe Structures, LLC, 40 Venna Avenue, North Haledon, New Jersey 07508 in an amount not to exceed \$21,800.00 for the Scope of Work; and

WHEREAS, the HIP funds are limited to \$20,000.00 and the homeowner will contribute \$1,800.00; and

WHEREAS, the HIP is funded by the Borough of Totowa's Affordable Housing Trust Fund and there is sufficient funding available for the award of this contract.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the award of a contract to Severe Structures, LLC for the Borough of Totowa Home Improvement Program for repairs to the property located at 156 Greene Avenue, Totowa, New Jersey 07512 in an amount not to exceed \$21,800.00.

There was a motion by Councilman Reynoso, seconded by Councilwoman Coiro to add the following item to the agenda. On roll call vote, all members of the Council present voted in the affirmative.

A letter was received from the Totowa PAL requesting permission to construct a deck on the football fieldhouse. There was a motion by Councilman Reynoso, seconded by Councilwoman Coiro to adopt the following Resolution To Authorize The PAL To Construct A Deck On The Football Fieldhouse. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 139-2025

RESOLUTION APPROVING THE CONSTRUCTION OF A DECK AT THE PAL FOOTBALL FIELDHOUSE

WHEREAS, the Totowa Police Athletic League ("PAL"), is a non-profit organization, established over 60 years to provide children in the Borough of Totowa with opportunities to engage in recreational sports and activities that promote physical fitness, teamwork, and personal growth; and

WHEREAS, the PAL offers numerous sporting programs including football, cheering, baseball, softball, basketball and soccer; and

WHEREAS, the PAL Park Complex is located at 150 Chamberlain Avenue, Totowa, New Jersey on Totowa's recreational fields and includes a PAL Building, Football Fieldhouse and Snack Bar; and

WHEREAS, the structures are owned by the PAL while the adjacent fields are owned by the Borough of Totowa; and

WHEREAS, the Totowa PAL Football Program is now a member of the West Essex Junior Football League; and

WHEREAS, the new League requires that all games for grades 3 through 8 be filmed and shared with opposing teams; and

WHEREAS, in order to comply with the new requirement, the Totowa PAL Football Program is filming games through a narrow sliding window on the second floor of the Fieldhouse which requires the camera operator to sit precariously on the window ledge; and

WHEREAS, to address safety concerns and to continue to comply with the League's evolving rules, the PAL has proposed constructing a new deck that will wrap around the front and side of the Fieldhouse with a new door to provide access from the second floor; and

WHEREAS, the Totowa PAL will be responsible for all costs associated with the design, permitting and construction of the new deck which will provide a safe and stable filming platform with an unobstructed view of the football field; and

WHEREAS, the PAL is requesting permission from the Borough of Totowa to construct the new deck on the Football Fieldhouse; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to authorize the construction of this new deck which will improve safety and elevate the professionalism of the Totowa PAL Football Program for Totowa's young athletes.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby approve the construction of a deck to the Totowa PAL Football Fieldhouse

COMMITTEE ON LEGISLATION & ORDINANCES:

There was a motion by Councilwoman Coiro, seconded by Councilman Picarelli to approve Raffle License Application Nos. 2451 & 2452 for the Organization of Chinese Americans – New Jersey Chapter for a Tricky Tray and On-Premise 50-50 to be held on December 6, 2025 at The Grand. On roll call vote, all members of the Council present voted in the affirmative.

There being no further business to come before the Council, there was a motion by Councilman D'Angelo, seconded by Councilman Picarelli that the meeting be adjourned. On roll call vote, all members of the Council present voted in the affirmative.

Joseph Wassel, RMC
Municipal Clerk