

BOROUGH OF TOTOWA

MINUTES OF THE MAYOR AND COUNCIL

July 22, 2025

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

ABSENT: None.

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.

There was a motion by Councilman D'Angelo, seconded by Councilman Picarelli to dispense with the regular order of business in order to have a swearing in ceremony for newly appointed Councilwoman Kristen Coiro to take the Oath of Allegiance & Office. On roll call vote, all members of the Council present voted in the affirmative.

Mayor Coiro acknowledged Assemblyman Al Barlas who was in attendance and then went to the front of the dais and announced that this is a special night because this doesn't happen too often as we have very little change on the Council. Said that after we received Councilman John Capo's resignation, he spoke with Totowa Republican Chairman Peter Murphy, who said that we need to select someone who is young, female, friendly and

smart and we came up with Kristen – who he said also has a great last name. Continued, that we will now have three Council members in their 30's. Commented that she has already been involved in Totowa while serving on the Board of Education. Said that she will now work with us and learn as we continue to do our best for our residents.

Mayor Coiro asked Councilwoman Kristen Coiro to approach the dais to take the Oath of Allegiance & Office.

Mayor Coiro administered the Oath of Allegiance & Office to newly appointed Councilwoman Kristen Coiro, with her husband Dom holding the Bible and children Dom and Mia by her side.

Mayor Coiro presented a badge symbolic to the Office of Council to Councilwoman Kristen Coiro.

Councilwoman Kristen Coiro thanked Chairman Peter Murphy, Vice Chairman Brendan Murphy, the Mayor and Council, her husband, kids, family and friends and appreciated everyone for being here tonight and said she looks forward to giving back to the community.

Congratulations were extended to Councilwoman Kristen Coiro by the Mayor, Council, Municipal Clerk and Municipal Attorney.

Mayor Coiro announced that we would take a short recess to allow all in attendance to offer their congratulations to Councilwoman Kristen Coiro.

Mayor Coiro asked the Municipal Clerk to call the roll of the Council.

PRESENT: Mayor John Coiro, presiding, Council President Lou D'Angelo, Councilman Anthony Picarelli, Councilman William Bucher, Councilman Patrick Fierro, Councilman Sanders Reynoso and Councilwoman Kristen Coiro.

ABSENT: None.

Mayor Coiro announced the following new Council Committees for the remainder of 2025.

FINANCE & ADMINISTRATION

PICARELLI D'ANGELO COIRO

PUBLIC SAFETY

D'ANGELO BUCHER PICARELLI

PUBLIC WORKS

BUCHER FIERRO D'ANGELO

ENGINEERING & PUBLIC PROPERTY

FIERRO REYNOSO BUCHER

LIAISON & INSPECTION

REYNOSO COIRO FIERRO

LEGISLATIVE & ORDINANCES

COIRO PICARELLI REYNOSO

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

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

Councilman Picarelli: Said he along with Council President D'Angelo and Councilman Bucher attended a fundraiser for the Fire Department parade and they were presented with a beautiful wooden crafted Flag from the 2025 Parade Committee.

Councilman Reynoso: Reminded everyone that our Summer Concert Series will continue tomorrow with Vinyl Countdown.

CITIZENS HEARD:

There were no citizens who wished to be heard.

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 July 8, 2025. On roll call vote, all members of the Council present voted in the affirmative. Councilman Bucher and Councilwoman Coiro abstained from the voting.

COMMITTEE ON FINANCE:

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to approve Resolution No. 2025-15 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 authorize the Borough Clerk and Borough Attorney to prepare the Requests for Proposals and advertise for the receipt of bids for Property Revaluation Services for the Borough of Totowa. On roll call vote, all members of the Council present voted in the affirmative.

COMMITTEE ON PUBLIC SAFETY:

Upon the recommendation of the Committee, there was a motion by Councilman D'Angelo, seconded by Councilman Bucher to hire Jamie Titus for Police Support Services. 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 Bucher to approve the firefighter application, the purchase of firefighter equipment and authorize a firefighter physical for Kenneth R. Van Winkle for Fire Rescue Company 4. On roll call vote, all members of the Council present voted in the affirmative.

COMMITTEE ON PUBLIC WORKS:

There was a motion by Councilman Bucher, seconded by Councilman Fierro to adopt the following Resolution Approving Change Order No. 3 And Authorizing An Amendment To The Contract For The FY2024 New Jersey Department Of Transportation Municipal Aid And 2024 Road Program. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 95-2025

RESOLUTION APPROVING CHANGE ORDER NO. 3 AND AUTHORIZING AN AMENDMENT TO THE CONTRACT FOR THE FY2024 NEW JERSEY DEPARTMENT OF TRANSPORTATION MUNICIPAL AID AND 2024 ROAD PROGRAM

WHEREAS, the Municipal Engineer for the Borough of Totowa had recommended improvements to streets throughout the municipality including sections of Battle Ridge Trail, Columbus Avenue, Vita Road and Willow Court as part of the FY2024 New Jersey Department of Transportation ("NJDOT") Municipal Aid Road Program and 2024 Road Program; and

WHEREAS, the project consisted of roadway subbase repair, the milling and resurfacing of the roadways, the installation of ADA compliant curb ramps, the installation of Stop Signs and Stop bars and replacing pavement markings; and

WHEREAS, by Resolution No. 60-2024 dated April 23, 2024, the Mayor and Council of the Borough of Totowa authorized the Borough of Totowa Municipal Engineer, Richard A. Alaimo Engineering Associates, to provide design services, prepare bid documents, assist in the bidding process and supervise construction of the FY2024 NJDOT Municipal Aid and 2024 Road Program; and

WHEREAS, the Mayor and Council of the Borough of Totowa did advertise for receipt of sealed bids in accordance with the specifications entitled "Borough of Totowa, FY2024 NJDOT Municipal Aid and 2024 Road Program, Contract No. 2024-1"; and

WHEREAS, by Resolution No. 109-2024 dated August 13, 2024, Mayor and Council of the Borough of Totowa authorized a contract to AJM Contractors, Inc., 300 Kuller Road, Clifton, New Jersey 07011 for the FY2024 NJDOT Municipal Aid and 2024 Road Program for the total sum of \$484,130.50; and

WHEREAS, the Municipal Engineer has advised that there was a discrepancy in the asphalt quantity on the plans due to the inadvertent omission of the tonnage of asphalt for one of the roadways included in the FY2024 NJDOT Municipal Aid and 2024 Road Program; and

WHEREAS, this discrepancy in the asphalt quantity did not surface until after the roads were paved and the contractor submitted for payment; and

WHEREAS, the contract for the FY2024 NJDOT Municipal Aid and 2024 Road Program was awarded as a per unit bid award and therefore, the discrepancy did not affect the determination of the lowest responsible bidder; and

WHEREAS, the asphalt installed along with field quantity adjustments resulted in an increase to the contract in the amount of \$51,771.26 and was presented to the Governing Body as Change Order No. 3 to the contract; and

WHEREAS, Change Order No. 1 and Change Order No. 2 to the contract totaling \$96,558.39 were previously submitted to the Governing Body and have already been approved; and

WHEREAS, the 3 Change Orders to the contract have resulted in an increase that now exceeds 20% of the original price and will require an amendment to the contract; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to pay the contractor for all work completed under the contract.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby approve Change Order No. 3 and authorize an amendment to the contract between the Borough of Totowa and AJM Contractors, Inc. for the Municipal Aid and 2024 Road Program.

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.

There was a motion by Councilman Bucher, seconded by Councilman Fierro to approve Change Order No. 3 for a net increase of \$51,771.26 and Payment Estimate No. 3 (Final) in the amount of \$65,852.42 to AJM Contractors for the FY2024 NJDOT Municipal Aid and 2024 Road Program. On roll call vote, all members of the Council present voted in the affirmative.

Upon the recommendation of DPW Superintendent Jim Niland, there was a motion by Councilman Bucher, seconded by Councilman Fierro to approve a grade increase for DPW Laborer Michael Bastante from Grade 2 to Grade 1. On roll call vote, all members of the Council present voted in the affirmative.

Upon the recommendation of DPW Superintendent Jim Niland, there was a motion by Councilman Bucher, seconded by Councilman Fierro to approve a grade increase for DPW Laborer Brian Henderson from Grade 5 to Grade 4. On roll call vote, all members of the Council present voted in the affirmative.

COMMITTEE ON ENGINEERING & PUBLIC PROPERTY:

There was a motion by Councilman Fierro, seconded by Councilman Reynoso to adopt the following Resolution Authorizing The Replacement Of The Roof At Riverview Pump Station. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 96–2025

RESOLUTION AUTHORIZING THE REPLACEMENT OF THE ROOF AT RIVERVIEW PUMP STATION

WHEREAS, the Borough of Totowa Department of Public Works (“DPW”) Superintendent has advised that the roof at the Riverview Pump Station has deteriorated and has recommended that the roof be removed and replaced; and

WHEREAS, the Mayor and Council of the Borough of Totowa have determined that there is a need for the removal and replacement of this roof; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to authorize the replacement of the roof at the Riverview Pump Station; and

WHEREAS, Jemmco LLC, 15 Artillery Road, Totowa, New Jersey 07512 has submitted a proposal dated June 16, 2025 for the removal and replacement of the roof at the Riverview Pump Station in the amount of \$6,200.00, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the work to be performed includes, but is not limited to, cleaning the roof of all debris; mechanically fastening ½” recovery board to the existing deck; installing fully adhered EPDM roofing on entire roof and porch area; installing form flashing on all roof penetrations; installing new drip edge and flash to new EPDM roof; installing water cut off and sealant; and installing new 6” gutter and 3” x 4” leader pipe to prevent water run off; and

WHEREAS, pursuant to the applicable New Jersey State laws, the removal and replacement of the roof at the Riverview Pump Station may be authorized without public bidding.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the replacement of the roof at Riverview Pump Station by Jemmco LLC in the amount of \$6,200.00.

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

COMMITTEE ON LIAISON & INSPECTION:

There was no report.

COMMITTEE ON LEGISLATION & ORDINANCES:

There was a motion by Councilwoman Coiro, seconded by Councilman Picarelli to adopt the following Resolution Authorizing Massage Establishment License For JGN Massage, LLC Doing Business As Elements Therapeutic Massage. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 97–2025

RESOLUTION AUTHORIZING MASSAGE ESTABLISHMENT LICENSE FOR JGN MASSAGE, LLC DOING BUSINESS AS ELEMENTS THERAPEUTIC MASSAGE

WHEREAS, JGN Massage, LLC doing business as Elements Therapeutic Massage (“Elements Therapeutic Massage”) has approval to operate a massage establishment in a portion of the premises located at 650 Union Boulevard, Totowa, New Jersey; and

WHEREAS, in accordance with the requirements set forth in Chapter 250 entitled “Massage Establishments” in the Borough of Totowa Code Book, Elements Therapeutic Massage has submitted an application to the Borough of Totowa for a Massage Establishment License; and

WHEREAS, the Borough of Totowa Police Department has conducted a thorough investigation of the applicant in accordance with Section 250-6 of the Borough of Totowa Code Book; and

WHEREAS, the Borough of Totowa Police Chief has cleared the license for approval; and

WHEREAS, after reviewing the application and report issued by the Borough of Totowa Police Department, the Mayor and Council of the Borough of Totowa have determined that Elements Therapeutic Massage has complied with all the requirements for a Massage Establishment License in the Borough of Totowa.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby approve the Massage Establishment License application for JGN Massage, LLC doing business as Elements Therapeutic Massage and authorize the Borough of Totowa Municipal Clerk to issue a Massage Establishment License effective July 22, 2025 through June 30, 2026.

BE IT FURTHER RESOLVED, that Elements Therapeutic Massage is required to continue to comply with all applicable laws, ordinances, rules and regulations and said license must be renewed annually on or before July 1st each year.

There was a motion by Councilwoman Coiro, seconded by Councilman Picarelli to adopt the following Resolution Authorizing Massage Therapist Licenses for JGN Massage, LLC Doing Business As Elements Therapeutic Massage. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 98–2025

RESOLUTION AUTHORIZING MASSAGE THERAPIST LICENSES FOR JGN MESSAGE, LLC DOING BUSINESS AS ELEMENTS THERAPEUTIC MESSAGE

WHEREAS, JGN Massage, LLC doing business as Elements Therapeutic Massage (“Elements Therapeutic Massage”) has approval to operate a massage establishment in a portion of the premises located at 650 Union Boulevard, Totowa, New Jersey; and

WHEREAS, the requirements set forth in Chapter 250 entitled “Massage Establishments” in the Borough of Totowa Code Book include obtaining a Massage Establishment License for the business and Massage Therapist Licenses for employees to be issued by the Borough of Totowa Municipal Clerk; and

WHEREAS, by Resolution No. 97-2025 dated July 22, 2025, the Mayor and Council of the Borough of Totowa authorized the issuance of a Massage Establishment License application for Elements Therapeutic Massage effective July 22, 2025 through June 30, 2026; and

WHEREAS, the following individuals have submitted applications for a Massage Therapist License as employees of Elements Therapeutic Massage, 650 Union Boulevard, Totowa, New Jersey:

1. Donna Garrity, 3 Ridge Road, Wharton, New Jersey 07885
2. Robert Simmons, 326 Park Avenue, Newark, New Jersey 07107
3. Souzan N. Rammaha, 1304 79th Street, 2nd Fl., North Bergen, New Jersey 07047
4. Francis O’Loughlin, 89 McNamee Street, Oakland, New Jersey 07436
5. Karen Gutierrez, 350 Baldwin Road, Apt S-6, Parsippany, New Jersey 07054
6. Michelle Russell, 12 John Street, Lincoln Park, New Jersey 07035
7. Naomi Lovelace, 82 Avenue C, Haledon, New Jersey 07508
8. Grisel DaCosta, 122 Montgomery Street, Paterson, New Jersey 07501
9. Ronald Guevara, 31 Bloomindale Avenue, Garfield, New Jersey 07026
10. Christine Licciardello, 12 Brook Place, Bloomfield, New Jersey 07003
11. Roseann Hutcheson, 351 Hoover Avenue, Bloomfield, New Jersey 07003
12. Lauren Villanella, 9 Aster Court, Paramus, New Jersey 07652
13. Shawne Jones, 75 North Arlington Avenue #2F, East Orange, New Jersey 07017
14. Luis Angel Sotil, 215 Aycrigg Avenue, Passaic, New Jersey 07055

WHEREAS, the above-named employees of Elements Therapeutic Massage have each submitted proof of their respective clinical training in compliance with Section 250-7 of the Borough of Totowa Code Book; and

WHEREAS, the Borough of Totowa Police Department has conducted a thorough investigation of the applicants in accordance with Section 250-6 of the Borough of Totowa Code Book; and

WHEREAS, the Borough of Totowa Police Chief has cleared the licenses; and

WHEREAS, after reviewing the application and report issued by the Borough of Totowa Police Department, the Mayor and Council of the Borough of Totowa have determined that the aforementioned applicants have complied with all the requirements for a Massage Therapist License in the Borough of Totowa.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby approve the Massage Therapist License applications for Donna Garrity, Robert Simmons, Souzan N. Rammaha, Francis O'Loughlin, Karen Gutierrez, Michelle Russell, Naomi Lovelace, Grisel DaCosta, Ronald Guevara, Christine Licciardello, Roseann Hutcheson, Lauren Villanella, Shawne Jones and Luis Angel Sotil, as employees of JGN Massage, LLC doing business as Elements Therapeutic Massage and authorize the Borough of Totowa Municipal Clerk to issue Massage Therapist Licenses to each applicant effective July 22, 2025 through June 30, 2026.

BE IT FURTHER RESOLVED, that the above Massage Therapist License holders are required to comply with all applicable laws, ordinances, rules and regulations and said license must be renewed annually on or before July 1st each year.

There was a motion by Councilwoman Coiro, seconded by Councilman Picarelli to adopt the following Resolution Authorizing The Renewal Of Division Of Alcoholic Beverage Control Liquor License Number 1612-33-002-005 For The 2024 – 2025 License Term. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 99–2025

RESOLUTION AUTHORIZING THE RENEWAL OF DIVISION OF ALCOHOLIC BEVERAGE CONTROL LIQUOR LICENSE NUMBER 1612-33-002-005 FOR THE 2024 – 2025 LICENSE TERM

WHEREAS, Division of Alcoholic Beverage Control (ABC) liquor licenses that have been issued by the Borough of Totowa during the 2023 – 2024 license term expired on June 30, 2024; and

WHEREAS, State and Municipal regulations require that ABC liquor licenses be renewed prior to July 1, 2024; and

WHEREAS, state regulations further requires that all licensees must have filed their renewal applications online through POSSE ABC, have received their Alcoholic Beverage Retail Licensee Clearance Certificate and have paid their State and Municipal fees prior to renewing any liquor license; and

WHEREAS, The 46 Lounge, LLC license number 1612-33-002-005 timely filed the renewal application and paid the State and Municipal fees, but the licensee did not receive a Tax Clearance Certificate prior to June 25, 2024 which was the last Council Meeting before the June 30, 2024 expiration date; and

WHEREAS, on December 9, 2024, The 46 Lounge, LLC did receive a Tax Clearance Certificate, but never informed the Borough of Totowa, so their license was never renewed for the 2024 – 2025 license term.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that the Municipal Clerk be authorized to renew the ABC Plenary Retail Consumption License For 2024 – 2025 License Term to The 46 Lounge, LLC license number 1612-33-002-005 and that the Municipal Clerk upload a copy of this resolution and complete the renewal process on the POSSE ABC website.

There was a motion by Councilwoman Coiro, seconded by Councilman Picarelli to approve Raffle License Application No. 2443 for the St. James Knights of Columbus – Council 6574 for an Off-Premise 50-50 to be held on December 14, 2025 at St. James Rectory. On roll call vote, all members of the Council present voted in the affirmative. Councilman D'Angelo abstained from the voting.

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