BOROUGH OF TOTOWA

MINUTES OF THE MAYOR AND COUNCIL

October 13, 2026

PRESENT: Mayor John Coiro, presiding, Council President Lou D'Angelo, Councilman Anthony Picarelli, Councilman William Bucher, Councilman Patrick Fierro, Councilman Sanders Reynoso, Councilwoman Kristen Coiro, 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 enable the Mayor and Council to present Sports Award Certificates to the 2026 13U Passaic Valley Junior Hornets, United States Amateur Baseball League Champions. On roll call vote, all members of the Council present voted in the affirmative.

Mayor Coiro commented that we usually honor our winning Totowa teams and now we have a winning team comprised of players from Totowa, Little Falls and Woodland Park, so this is a first and we are happy to honor you all this evening. Continued by saying that team sports teach you about teamwork, hard work and dedication and we really enjoy

celebrating our youth and congratulated all the baseball players and coaches on winning the championship. Mayor Coiro started with the coaches who gave a recap of their spring and summer seasons and continued with the players and presented each with a Sports Award Certificate. After the team was presented with Sports Award Certificates, pictures were taken.

Mayor Coiro announced that we would take a short recess so additional pictures could be taken of the team and personal congratulations could be extended by the Mayor and Council.

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 Reynoso: 1) Reminded everyone about the upcoming Blood Drive in honor of Viviana on October 20th at the Barnyard & Carriage House; 2) Announced that the Howl-O-Ween Dog Parade will be held on October 29th on Peterson Road.

Mayor Coiro: Commented that the Blood Drive booked up right away, but they were able to add more time slots to accommodate more people to donate blood.

CITIZENS HEARD:

Jessica Sime, 959 Riverview Drive: Stated that she needs to meet on site with a representative of Totowa as part of the City Green grant application process. Councilman Picarelli: Asked DPW Superintendent Jim Niland if he or someone from the department could meet Jessica there. DPW Superintendent Niland: Asked when the dates were – Jessica – told him, and he responded that he could meet there on November 6th. A conversation ensued, with Jessica asking Jim about wood chips and Councilman Picarelli telling Jim that he would need to bring a tape measure because they will need the dimensions of the garden.

Jessica Sime, 959 Riverview Drive: Inquired about the Board of Adjustment meeting that was scheduled for tomorrow. Mayor Coiro: Responded that it's scheduled for 7:00 tomorrow night, but not sure if the applicant will show up.

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 September 22, 2026. On roll call vote, all members of the Council present voted in the affirmative. Councilman Reynoso abstained from the voting.

COMMITTEE ON FINANCE:

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to approve Resolution No. 2026-21 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 Treasurer to issue refunds to various property owners due to overpayment of 3rd Quarter 2026 taxes. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION

WHEREAS, there has been an overpayment of 3rd quarter 2026 taxes on the property listed below; and

WHEREAS, the taxpayer is entitled to a refund; and

WHEREAS, the chart sets forth the refund as follows:

Block	Lot	Property Owner	Payable To:	Overpayment
69	1	45 Columbus Ave Gordon Realty Holdings LLC	Cotality Refunds Dept 3001 Hackberry Road Irving, TX 75063	$3,070.12
77	8	43 Barnert Ave Daniela Aguero & M Perez	Cotality Refunds Dept 3001 Hackberry Road Irving, TX 75063	$2,652.24
96	5	15 Crews St 15 Crews Street LLC	15 Crews Street LLC 4 Dey Hill Trail Totowa, NJ 07512	$2,705.44

153	25	23 Carr Pl Angelo & Comasia Gulino	Cotality Refunds Dept 3001 Hackberry Road Irving, TX 75063	$5,133.32

NOW, THEREFORE, BE IT RESOLVED, that the overpayment shall be refunded to the taxpayer, as stated above, and the Treasurer is authorized to issue separate checks for the refunds, which shall be paid to the stated property or taxing authority.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following Resolution Authorizing Cancellation Of Outstanding Checks. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 131-2026

RESOLUTION AUTHORIZING CANCELLATION OF OUTSTANDING CHECKS

WHEREAS, there exists numerous, old, outstanding checks on the bank reconciliations of the General and Net Payroll bank accounts; and

WHEREAS, the old, outstanding checks have been investigated by the Chief Financial Officer/Treasurer and it has been determined that these old, outstanding checks should be cancelled.

NOW, THEREFORE, BE IT RESOVLED, by the Governing Body of the Borough of Totowa that the following old, outstanding checks in the amount of $2,188.97 in the General and Net Payroll bank accounts be and the same are hereby cancelled.

Bank Account	Amount Cancelled	
General Account	$1,062.65	
Net Payroll Account	1,126.32	
	$2,188.97	(A)

(A) A detailed listing of the outstanding checks to be cancelled will be retained on file in the Office of the Borough Clerk.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to adopt the following Resolution Updating The Borough Of Totowa Personnel Policies And Procedures Manual. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 132-2026

RESOLUTION UPDATING THE BOROUGH OF TOTOWA
PERSONNEL POLICIES AND PROCEDURES MANUAL

WHEREAS, it is the policy of the Borough of Totowa to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; and

WHEREAS, the Mayor and Council of the Borough of Totowa had determined that there is a need for personnel policies and procedures to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations; and

WHEREAS, by Resolution No. 111-2017 dated October 10, 2017, the Mayor and Council of the Borough of Totowa adopted the Personnel Policies and Procedures Manual for the Borough of Totowa; and

WHEREAS, the Mayor and Council of the Borough of Totowa periodically review the Personnel Policies and Procedures Manual for the Borough of Totowa to ensure that the policies are up to date and in compliance with all applicable Federal and State laws; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to update the Personnel Policies and Procedures Manual as necessary.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the updating of the Personnel Policies and Procedures Manual for the Borough of Totowa.

BE IT FURTHER RESOLVED, that these personnel policies and procedures shall apply to all municipal officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

BE IT FURTHER RESOLVED, that this manual is intended to provide guidelines covering public service by municipal employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Borough of Totowa Mayor and Council.

BE IT FURTHER RESOLVED, that to the maximum extent permitted by law, employment practices for the municipality shall operate under the legal doctrine, known as "employment at will."

BE IT FURTHER RESOLVED, that the Municipal Clerk and all managerial/supervisory personnel are responsible for these employment practices. The Deputy Clerk and the Municipal Attorney shall assist the Municipal Clerk in the implementation of the policies and procedures in this manual.

A letter from American Legion Memorial Post No. 227 inviting the Mayor and Council to their Past Commanders' Night on Thursday, October 15, 2026 at 7:00 p.m. was received and filed.

COMMITTEE ON PUBLIC SAFETY:

There was a motion by Councilman D'Angelo, seconded by Councilman Bucher to adopt the following Resolution Authorizing The Purchase Of Water Rescue Dry Suits And Accessories For The Fire Department. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 133-2026

RESOLUTION AUTHORIZING THE PURCHASE OF WATER RESCUE DRY SUITS AND ACCESSORIES FOR THE FIRE DEPARTMENT

WHEREAS, the Borough of Totowa Fire Chief has requested the purchase of four (4) new Water Rescue Dry Suits and accessories for the members of the Borough of Totowa Fire Department; and

WHEREAS, these suits keep firefighters dry and protected during surface and swift water rescues, ice rescue operations, and flood response scenarios; and

WHEREAS, the Mayor and Council of the Borough of Totowa have determined that there is a need for this protective gear which ensures that firefighters are able to safely respond to water rescue calls while preventing hypothermia and chemical or biological contamination; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to authorize the purchase and delivery of the new Water Rescue Dry Suits and accessories for the Fire Department; and

WHEREAS, State of New Jersey Contract 17-FLEET-00734 has been awarded to Firefighter One, 34 Wilson Drive, Sparta, New Jersey 07871 for the purchase of marine and scuba equipment, supplies, parts and accessories; and

WHEREAS, Firefighter One has submitted a proposal dated September 11, 2026 for the purchase and delivery of four (4) Sentinel Series Water Rescue Dry Suits and accessories in the amount of $9,409.62, a copy of which is on file in the office of the Municipal Clerk; and

WHEREAS, pursuant to the applicable New Jersey State laws (N.J.S.A. 40A:11-12), the purchase of the Water Rescue Dry Suits and accessories under a State Contract 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 purchase and delivery of 4 Water Rescue Dry Suits and accessories for the Fire Department from Firefighter One in the amount of $9,409.62.

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

There was a motion by Councilman D’Angelo, seconded by Councilman Bucher to approve Junior Firefighter Application for Alan Guilliani for Lincoln Fire Company. 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 authorize payment of the annual contribution for 2026 to the Borough Of Totowa First Aid Squad, Inc. 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 approve Change Order No. 1 for a net increase of $29,212.82 and Payment Estimate No. 3 (Final) in the amount of $158,381.90 to AJM Contractors for the FY2025 NJDOT Municipal Aid and 2025 Road Program. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Bucher, seconded by Councilman Fierro to adopt the following Resolution Authorizing The Intent To Purchase A New Street Sweeper From The Sourcewell Cooperative Purchasing Program. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 134-2026

RESOLUTION AUTHORIZING THE INTENT TO PURCHASE A STREET SWEEPER FROM THE SOURCEWELL COOPERATIVE PURCHASING PROGRAM

WHEREAS, the Borough of Totowa Department of Public Works ("DPW") Superintendent has recommended the purchase of a new Street Sweeper for the Borough of Totowa; and

WHEREAS, more specifically, the DPW Superintendent has recommended the purchase of one (1) new TYMCO Model #435 Street Sweeper with standard equipment from the Sourcewell Cooperative Purchasing Program; and

WHEREAS, the Borough of Totowa, pursuant to N.J.S.A. 52:34-6.2(b)(3), is permitted to join national cooperative purchasing agreements and is further permitted to purchase goods or services through that national cooperative purchasing agreement; and

WHEREAS, the Borough of Totowa is a member of the Sourcewell Cooperative Purchasing Program; and

WHEREAS, Sourcewell Cooperative Purchasing Contract No. 062425-TYM was competitively bid and awarded to TYMCO, Inc., 225 E. Industrial Boulevard, Waco, Texas 76705 for the purchase of Street and Specialty Sweepers with related equipment, accessories and supplies; and

WHEREAS, the contract was awarded on February 3, 2026 and extends through October 27, 2029; and

WHEREAS, TYMCO, Inc. has submitted a proposal dated August 19, 2026 for the purchase and delivery of one (1) new TYMCO Model #435 Street Sweeper with standard equipment in the amount of $304,785.00, a copy of which is one file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to authorize the intent to purchase one (1) new TYMCO Model #435 Street Sweeper with standard equipment.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Totowa, County of Passaic, State of New Jersey, that they do hereby authorize the following:

1. The Municipal Clerk is hereby authorized and directed to publish the mandatory "Notice of Intent to Award a Contract Under a National Cooperative Purchasing Agreement" on the official website of the Borough of Totowa, initiating the required 10-day public comment period.

2. Pending the expiration of the mandatory 10-day public comment period and the receipt of no meritorious objections, the Mayor and Municipal Clerk are hereby authorized to execute any and all necessary contract documents, purchase orders, and agreements required to finalize the purchase of the TYMCO Model #435 Street Sweeper from TYMCO, Inc. in an amount not to exceed $304,785.00.

3. This authorization is subject to the Chief Financial Officer (CFO) issuing a formal Certification of Availability of Funds establishing that sufficient funds are available for this purpose

COMMITTEE ON ENGINEERING & PUBLIC PROPERTY:

There was a motion by Councilman Fierro, seconded by Councilman Reynoso to approve Change Order No. 1 for a net decrease of $205,297.95 and Payment Estimate No. 1 (Final) in the amount of $78,399.05 to National Water Main Cleaning Company for the FY2024 CDBG – Phase XIV Sanitary Sewer Main Rehabilitation. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Fierro, seconded by Councilman Reynoso to adopt the following Resolution Authorizing The Acceptance Of A Non-Binding Letter Of Intent For The Proposed Sale Of Certain Municipal Property Known As A Portion Of Block 170.02, Lot 2 And Authorizing Municipal Officials To Negotiate The Terms Of A Formal Agreement. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 135-2026

RESOLUTION AUTHORIZING THE ACCEPTANCE OF A NON-BINDING LETTER OF INTENT FOR THE PROPOSED SALE OF CERTAIN MUNICIPAL PROPERTY KNOWN AS A PORTION OF BLOCK 170.02, LOT 2 AND AUTHORIZING MUNICIPAL OFFICIALS TO NEGOTIATE THE TERMS OF A FORMAL AGREEMENT

WHEREAS, the Borough of Totowa (the "Borough") is the owner of certain real property located within the Borough of Totowa, County of Passaic, State of New Jersey, located at 200 West End Road and identified on the official Tax Map of the Borough as Block 170.02, Lot 2 (the "Property"); and

WHEREAS, the Property measures approximately 337,308 square feet (7.74 acres) in total land area and is located in the 1-3 Restricted Industry Zone; and

WHEREAS, the Mayor and Council of the Borough have determined that this property is not needed for public use; and

WHEREAS, the Mayor and Council of the Borough of Totowa authorized the public sale of said Property to the highest bidder pursuant to N.J.S.A. 40A:12-13; and

WHEREAS, the Borough of Totowa advertised and accepted bids on August 8, 2024, for which no bids were received; and

WHEREAS, the Municipality readvertised and accepted bids a second time on September 4, 2025, for which again no bids were received; and

WHEREAS, N.J.S.A. 40A:12-13 permits a municipality to dispose of real property via a private sale when a public offering has failed to produce an acceptable bid; and

WHEREAS, the Borough of Totowa has since received a preliminary Letter of Intent ("LOI") from Catalyst Investment Partners, 800 3rd Avenue, Suite 2701 New York, New York 10022 outlining the material commercial terms, conditions, and a proposed purchase price of $10,000,000.00 for the private acquisition of said Property; and

WHEREAS, the Borough wishes to accept the preliminary, non-binding framework established in the LOI and authorize municipal officials and professionals to negotiate the explicit terms and conditions of a formal contract, purchase and sale agreement, or redevelopment agreement (the "Formal Agreement"); and

WHEREAS, any such Formal Agreement resulting from these negotiations shall remain strictly contingent upon final review, compliance with the Local Lands and Buildings Law (N.J.S.A. 40A:12-1 et seq.), and formal adoption of an authorizing Ordinance or subsequent enabling Resolution by the Governing Body.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Totowa do hereby authorize the following:

1. The Mayor and Council hereby accept the preliminary framework set forth in the non-binding Letter of Intent submitted by Catalyst Investment Partners for the Property, subject to the conditions set forth herein.

2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the Letter of Intent on behalf of the Borough of Totowa.

3. The Mayor, Municipal Clerk, Municipal Attorney, and such other municipal staff and professionals as necessary, are hereby authorized and directed to enter into negotiations with Catalyst Investment Partners regarding the specific terms, conditions, specifications, timelines, and financial parameters of a Formal Agreement for the Property.

4. This Resolution is authorized solely for the purpose of initiating formal negotiations. The execution of this LOI does not bind the Borough of Totowa to sell the Property, nor does it bind Catalyst Investment Partners to purchase the Property.

5. Any definitive agreement reached by the authorized municipal officials shall have no force or effect until it is reduced to a written contract and formally approved by the Governing Body via a subsequent Ordinance as required by New Jersey State Law.

A letter was received from St. James of the Marches Church requesting permission to have St. James Place from Lind Road to Totowa Road closed on October 29, 2026 from 3:00 p.m. to 10:00 p.m. for their “Back from the Grave” parish event. 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.

STREET CLOSING AUTHORIZED BY THE MAYOR

Under the authority vested in me as Mayor of the Borough of Totowa, County of Passaic, State of New Jersey, by virtue of N.J.S.A. 40:67-16.9 and the Code of the Borough of Totowa Chapter No. 398-42, I, Mayor John Coiro, do hereby order and direct that St. James Place between Lind Road and Totowa Road be closed to vehicular traffic on October 29, 2026 from 3:00 p.m. until 10:00 p.m. I further direct that proper signs and barriers be erected on St. James Place at Lind Road and Totowa Road and that the Totowa Police Department control and regulate, as well as enforce, this regulation.

COMMITTEE ON LIAISON & INSPECTION:

There was no report.

COMMITTEE ON LEGISLATION & ORDINANCES:

There was a motion by Councilwoman Coiro, seconded by Councilman Picarelli to introduce on first reading and advertise for public hearing the following entitled ordinance. On roll call vote, all members of the Council present voted in the affirmative.

ORDINANCE NO. 17-2026

A CAPITAL ORDINANCE APPROPRIATING THE SUM OF $42,000 FOR ACQUISITION AND INSTALLATION OF A PUMP CONTROL PANEL FOR THE WATER UTILITY TO BE UNDERTAKEN BY THE BOROUGH OF TOTOWA

There was a motion by Councilwoman Coiro, seconded by Councilman Picarelli to approve the Capital Budget Amendment. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilwoman Coiro, seconded by Councilman Picarelli to introduce on first reading and advertise for public hearing the following entitled ordinance. On roll call vote, all members of the Council present voted in the affirmative.

ORDINANCE NO. 18-2026

AN ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF TOTOWA CHAPTER 186 ENTITLED "FIRE PREVENTION" TO CREATE A NEW ARTICLE V TO BE KNOWN AS "RAPID ENTRY SYSTEM"

There was a motion by Councilwoman Coiro, seconded by Councilman Picarelli to approve the Application For Social Affair Permit from the State Of New Jersey Division Of Alcoholic Beverage Control for the Passaic Valley Elks Lodge 2111 BPOE to be held on October 25, 2026 from 11:00 a.m. – 11:00 p.m. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilwoman Coiro, seconded by Councilman Picarelli to approve Raffle License Application Nos. 2502 & 2503 for The William Paterson University of NJ Foundation, Inc. for an On-Premise Merchandise and On-Premise 50-50 to be held on December 5, 2026 at the Passaic Valley Elks Lodge. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilwoman Coiro, seconded by Councilman Picarelli to approve Raffle License Application No. 2504 for the Passaic Valley Elks Lodge 2111 BPOE for an Off-Premise 50-50 to be held on January 8, 2027. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilwoman Coiro, seconded by Councilman Picarelli to approve Raffle License Application No. 2505 for the Passaic Valley Elks Lodge 2111 BPOE for an Off-Premise 50-50 to be held on January 16, 2027. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilwoman Coiro, seconded by Councilman Picarelli to approve Raffle License Application Nos. 2506 & 2507 for the Totowa Parent Teacher Organization for a Tricky Tray and On-Premise 50-50 to be held on November 19, 2026 at the Passaic Valley Elks Lodge. 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.

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Joseph Wassel, RMC
Municipal Clerk