

January 15, 2025

The Reorganization meeting of the Town Council of the Town of Newton was held on the above date at Noon. Present were Mr. Couce, Mr. Dickson, Mrs. Diglio, Mrs. Le Frois, Mrs. Teets, Municipal Clerk Teresa A. Oswin, and Town Manager Mr. Thomas S. Russo, Jr.

Rick Nothsine, Elder at Christ Community Church, led the Invocation. Mrs. Oswin led the Pledge of Allegiance to the flag.

ROLL CALL

Mrs. Oswin took roll call for attendance:

| | | | |
|-------------|------------|---------------|-----|
| Mr. Couce | Yes | Mrs. Diglio | Yes |
| Mr. Dickson | Yes | Mrs. Le Frois | Yes |
| | Mrs. Teets | Yes | |

Mrs. Oswin made the following declaration that "in accordance with the Open Public Meetings Act, notice of this special meeting was given to the two newspapers of record and posted on the official bulletin board on January 3, 2025."

OATH OF OFFICE FOR NEWLY ELECTED OFFICIALS

At this time, the Hon. Michael A. Carlucci, JMC proceeded with the swearing-in ceremony John-Paul E. Couce, as Councilman.

The Hon. Michael A. Carlucci, JMC swore in Michelle J. Teets, as Councilwoman.

DESIGNATION OF TEMPORARY MAYOR

Mrs. Oswin requested a nomination for Temporary Mayor. Mrs. Le Frois made a motion to nominate Mr. Couce as Temporary Mayor, it was seconded by Mrs. Teets. There being no further names to be submitted, nominations were declared closed and roll call resulted as follows:

| | | | |
|-------------|------------|---------------|-----|
| Mr. Couce | Yes | Mrs. Diglio | Yes |
| Mr. Dickson | Yes | Mrs. Le Frois | Yes |
| | Mrs. Teets | Yes | |

NOMINATION AND SELECTION OF MAYOR

Mr. Couce, designated as Temporary Mayor, entertained a motion for nomination of Mayor for the year 2025. Mrs. Teets then nominated Helen R. Le Frois, and the nomination was seconded by Mrs. Diglio. There being no further names to be submitted, nominations were declared closed and roll call resulted as follows:

| | | | |
|-------------|-----|-------------|-----|
| Mr. Dickson | Yes | Mrs. Diglio | Yes |
|-------------|-----|-------------|-----|

January 15, 2025

| | | | |
|---------------|-------------|------------|-----|
| Mrs. Le Frois | Yes | Mrs. Teets | Yes |
| | Mayor Couce | Yes | |

At this time, the Hon. Michael Inganamort, New Jersey State Assemblyman, proceeded to swear-in Helen R. Le Frois, as Mayor.

NOMINATION AND SELECTION OF DEPUTY MAYOR

Mayor Le Frois entertained a motion for nomination of Deputy Mayor for the year 2025. Mrs. Teets then nominated Matthew S. Dickson, and the nomination was seconded by Mrs. Diglio. There being no further names to be submitted, nominations were declared closed and roll call resulted as follows:

| | | | |
|-------------|----------------|-------------|-----|
| Mr. Couce | Yes | Mr. Dickson | Yes |
| Mrs. Diglio | Yes | Mrs. Teets | Yes |
| | Mayor Le Frois | Yes | |

Hon. Michael A. Carlucci, JMC, proceeded to swear-in Deputy Mayor Matthew S. Dickson.

COMMENTS BY TOWN MANAGER, COUNCIL, DEPUTY MAYOR, AND MAYOR

Mayor Le Frois invited Mr. Willy Tolba, from Congresswoman Sherrill's Office, to come forward. Mr. Tolba presented certificates on behalf of Congresswoman Sherill to Mr. Couce and Mrs. Teets in their re-election, and to the newly selected Deputy Mayor Dickson and Mayor Le Frois.

Mr. Russo read from a prepared statement:

"Thank you, Mayor Le Frois.

On behalf of all Town of Newton employees, professionals, and volunteers, I want to wish Mayor Le Frois and Deputy Mayor Dickson the very best of success in their leadership roles. I look forward to working with them, and all Council members, in continuing the great progress we have made toward making Newton a better place to live, work, and visit. I also want to express my gratitude to John-Paul Couce for his outstanding leadership as mayor in 2024. As President John Quincy Adams once said, "If your actions inspire others to dream more, learn more, do more, and become more, you are a leader." These words resonate deeply as we embrace a new year with renewed purpose.

I am now in my 17th year of service as your Town Manager, and I want to express my sincere gratitude for the privilege and honor of serving as the Chief Executive Officer of this wonderful organization. Reflecting on the words of Mahatma Gandhi, "The best way to find yourself is to lose yourself in the service of others." It is this spirit of service that continues to guide me as we work together for the betterment of Newton.

As the County Seat and economic engine of Sussex County, the work we perform in Newton on a daily basis is critical to the long-term success and vitality of the entire region. This is a responsibility we take very seriously. As we carry out the ambitious goals, policies, and objectives of the Governing Body for 2025 and beyond, we are reminded

January 15, 2025

of the wisdom of Vince Lombardi: "Perfection is not attainable, but if we chase perfection, we can catch excellence." Let us aim for excellence in every endeavor.

To our residents, employees, and partners, I wish you and your families the best of health, happiness, and success. To the people of Newton, I pray for your continued prosperity, safety, and well-being in the year ahead. As President John F. Kennedy once said, "Leadership and learning are indispensable to each other." Together, let us continue to grow and achieve great things for this remarkable community.

May God continue to bless the Town of Newton. Thank you."

Councilman Couce – thanked everyone for their support last year and he is looking forward to continued success in the coming year.

Councilwoman Diglio – thanked JP for his service as Mayor last year. She wished Helen and Matt the best of luck this year.

Councilwoman Teets – thanked the Town residents for voting. She is looking forward to serving the next four (4) years. She thanked JP and stated she enjoyed their collaborations during the year. She thanked the staff, employees, volunteers, and professionals for all they do to make the Council's job easier. She offered congratulations to Helen and Matt.

Deputy Mayor Dickson – read the following statement:

"Good Afternoon , and thank you to everyone who took the time to be here today.

First and foremost, congratulations to Councilman Couce and Councilwoman Teets on their well-deserved re-elections for second terms. Your dedication and hard work have clearly not gone unnoticed, and the Newton residents are truly fortunate to have such passionate individuals continuing to represent them on the Council.

I would also like to extend my sincere thanks to Councilman Couce and Mayor Le Frois for their outstanding service and dedication over the past year in their respective roles. Your efforts and leadership have made a positive impact on the Newton community, and your commitment is commendable.

Mayor Le Frois, I am extremely excited to continue to collaborate with you in the capacity of Deputy Mayor. I am confident that under yours and Tom's guidance and vision, the Council will continue to uphold the values and forward thinking that make Newton a wonderful place to call home.

As we begin this new year, I am eager to work alongside each of my fellow council members with the best interests of Newton and its residents at heart. Your passion and the way you each give the best pieces of who you are makes me more than confident that our collective efforts will lead to a brighter future for this community we all love.

Finally, I want to thank my wife and kids for their unwavering support, encouragement and understanding. Your love and belief in me have been my driving force and I truly couldn't continue to serve our community in this capacity without it.

Thank you."

Mayor Le Frois – read the following statement:

"Good Afternoon!

January 15, 2025

Welcome to our annual reorganization meeting. I'd like to thank my fellow Council members for entrusting me with the honor and responsibility to serve as Newton's next Mayor.

I'd like to thank and welcome our Town Manager, Tom Russo, Municipal Clerk Teresa Oswin, Deputy Municipal Clerk Kathryn Alcock, CFO Tom Ferry and all of the Municipal staff here today, who I believe is the best municipal team in the County. My thanks and appreciation to each of you for the great customer service you provide each day to the residents, business owners, and visitors in the Town of Newton.

I'd also like to thank and welcome Commissioner Alan Henderson here representing our Sussex County government. Being the County Seat is something we take a lot of pride in, and I look forward to this Council working collaboratively with the County on ongoing, exciting projects this coming year.

I'd like to welcome Assemblyman Mike Inganamort representing our District 24 legislative office. Thank you, Assemblyman Inganamort for administering today's oath of office to me. In your tenure thus far as our Assemblyman, you've already been an incredible partner in our work combatting domestic violence and I look forward to our continued partnership.

Other distinguished guests in attendance today are Senator Jon Bramnick, Judge Michael Carlucci, Willy Tolba from Congresswoman Mikie Sherrill's office.

Welcome also to our Chief of Police, Joe D'Annibale and members of the Newton Police Department, members of the Newton Fire Department, our OEM Team led by Lt. Dan Finkle, and members of our Newton First Aid Squad. We very much look forward to working with all of you as we continue to protect and serve the residents of the Town of Newton. Thank you all for serving selflessly and putting your lives on the line each and every day for all of us.

School Superintendent Dr. Joseph Piccirillo is also here today, welcome.

Also, here with us today are our Town Attorney, Town Engineers, legal advisors, Town Planner, Town Auditor, and several volunteers from our boards and commissions. Thank you for being here. We can't do our jobs successfully and effectively without each of you, our professional services team, providing sound guidance. Get ready, because we have lots of work to do this year and I'm excited to continue working with each of you.

And my heartfelt thanks and appreciation to my family and friends here today who have come from near and far to show their love and support. I can't thank you enough! To Greg, Jordan, Madelyn, Kathryn, Mommy, and Mike, as you know, this job requires lots of hours away from home, meetings, and phone calls. And sometimes, even you are under the public microscope more than you'd like to be. Thank you for your unconditional love, support, and understanding.

I want to thank Mayor Couce for his mayoral year. JP, thank you for your leadership, your voice of calm, and for always having the research needed at the tips of your fingertips for the deliberations we were having. You led our meetings with a fair and calming presence, allowing all voices to be heard, and providing a forum where people felt able to speak whatever was on their minds. It was a pleasure to work with you weekly on Newton's priorities.

So, I want to begin by highlighting, underscoring, and reinforcing that we are all on the same team, united in vision and goals, always working for the betterment of Newton. Period. Whatever your role in our work, whatever your title next to your name, we are a united team, working to build consensus, each with our unique competencies, leading with shared passion. On this dais, we were elected to serve the Town of Newton, our residents and our businesses, and to serve all of you as well. By the form of our council manager form of government, we are mandated to work as such.

So, did you know that over the course of last year, the Town of Newton unveiled a new website? Thank you to Tom, Kat, and everyone else who worked on the site

January 15, 2025

development and content creation. And on that website, amongst other great content, is a compelling list of reasons why you should move to Newton. I'd like to share that list with you:

1. Dedicated Police Force
2. Dedicated Volunteer Fire Department and First Aid Squad
3. Non-partisan Council/Manager government
4. Well-maintained Historic District, including Spring Street featuring fine shops and eateries
5. Town pool offering free memberships, available swim lessons, and more
6. Fiber Optic High-Speed Technology available throughout most of the Town
7. Great parks and playgrounds and multiple recreational youth sports programs
8. Free public pre-school and dynamic public education system
9. Free Senior Shuttle (age 55 and up)
10. Senior Membership Group - Prime Time Seniors
11. Public Water/Sewer System
12. Newton Medical Center
13. Sussex County Community College
14. Extensive trail network for hiking throughout the County and multiple State Parks including the recently renovated Sussex Branch Rail Trail within the Town
16. Skiing/snowboarding less than 30 minutes away at Mountain Creek in Vernon, NJ
17. Close proximity to NYC with Commuter Lakeland Bus Service to Port Authority Terminal
18. Ample public parking available throughout the downtown
19. Houses of Worship - many great places in Town to worship and practice the faith of your choice
20. Thriving Arts Community and The Newton Theatre

I hope you'll agree that the list of reasons for moving to Newton is impressive. That list represents a lot of public facing and behind the scenes work and that impressive list requires a lot of maintenance. That is why, this year, we are committed to accomplishing the following – this is just a few of the projects and goals our amazing municipal team will be working on under Tom's leadership:

Manager/HR/Parking Authority/Code Enforcement/Clerk/Court/Finance

- Electrical Upgrades (\$63,214) – Town Hall, Central Plaza, Adams Plaza (NPP Funding)
- Hampton Township Shared Services CMFO
- Landlord Registration Census
- New Town App

Legal

- 33 Mill Street Brookside PILOT
- Continued review of our Fee Ordinances
- Film Ready Ordinance
- Nonprofit Fee Waivers Research (1/27 Discussion)
- Paving Notification Ordinance
- Stacking Inquiry

Marketing/Parks/Recreation/Pool

- GNCC Budget Meeting
- Mayor's Wellness/Heart Safe Campaigns
- ROI-NJ Promotion/Video Interview
- Website and Social Media Cross Referencing

Police/Fire/NFAS/OEM/Dispatch

- Dispatch Center Upgrades
- Firehouse No. 1 Exterior/Site Improvements (2025) Capital
- Firehouse No. 1 Furniture
- Fire Museum NPP
- OEM ICS
- Tasers

January 15, 2025

Planning/Zoning/Historic/Community Development/Construction

- Armory Redeveloper Agreement and PILOT
- Armory Sale to Ronetco/Cleanup
- County Jail Development
- Demo 20 Union Place – Out to Bid
- McGuire's Redevelopment w/ SCCC
- Penny Rose Coffee Co.
- The Spot Martini Bar Restaurant
- Thorlabs IV – EJ Brooks
- Water Street Cannabis Retailer (Bud City NJ, LLC)

J. Caldwell:

- 2025-2035 Round IV Affordable Housing Plan on 1/27/2025
- Community Energy Plan
- Fire Museum Historic Designation/Grants
- Plan Endorsement Renewal
- Sustainable NJ – Already Registered, Pursuing Bronze Level in 1st Quarter 2025

DPW/Engineering/Water & Sewer Projects

- Boardwalk Trail Connection w/Memory Park – Cory
- Babe Ruth Field Drainage Improvements (Brook Dredging) – SCE
- Dollar General Flooding Grant and Project – Cory
- Merriam School Signs and Stop Signs – Cory
- New Hampshire Street Project + ADA Ramps Diller Avenue (2025) – Kenny
- Pine Street Drainage – Cory
- Recycling Center Improvements (2025)
- Road Paving 2025
- Roller Hockey Rink Improvements – Cory

So many exciting projects!

As a municipal government entity, we are in the business of **customer service**. The work conducted here, the decisions made by this team, and the day-to-day results of our staff all revolve around the customer service we provide to our residents, our taxpayers, our businesses and our community partners. The people of the Town of Newton want to know that their children attend good schools, that their streets are safe, that emergency services will respond when needed, that their water supply can be counted on, and that they receive good and fair services in exchange for the taxes they pay. These are not political issues; these are quality of life issues. And our staff provides great customer service on a day-to-day basis, consistently, and with great pride in our town. As I mentioned before, our team is the best municipal team in the county. And we thank you for your service to the Town of Newton.

When I think about all that Newton has to offer, I'm proud of the community we have and want others to feel the same. We're working hard to make Newton a town where you can not only live, but work and play too, where residents feel a sense of community, and where visitors want to return to time and time again. We have so many recreational opportunities at our parks, on our ball fields, and at our beautiful pool facility. We have great events planned for the year! We have family movie nights, concerts in the park, the Fall Festival, Newton Day, Taste of Newton, parades, and more! What a great time to be a part of the Newton community!

As I mentioned before, we have a lot of work to do - but we're ready! As I look around this room, I know we have the right team in place to continue to accomplish great things and I'm so proud to be on this journey with each of you! Congratulations to Michelle and JP! I'm glad the voters chose to re-elect you to the Council. Together with Matt and Sandy, I know this Council truly loves the Town of Newton and is committed to doing the best job possible, leading with integrity and respect, in partnership with all who work to make Newton as great as it can be. Tom, I'm so excited to work with you and your team in the capacity as Mayor again. I truly appreciate all of the hard work everyone on the municipal staff puts forth on a daily basis and I know you all share in the vision and the passion for the Town of Newton. Thank you in advance for your support and continued hard work - we have a lot of work to do but I am confident we'll get it all done!

January 15, 2025

A friend of ours from out of Town, once asked me about the Town of Newton and why I am involved. After a 15-minute monologue (he got off easy) about all the wonderful attributes of the Town and an honest and transparent reflection about our challenges too, he turned to me and said, you're really passionate about your Town. He said, your face lights up with pride when you talk about the Town of Newton. Whether you work, live, or play here, it is my hope that we all light up with pride when we reflect on our great little town, the County seat, the center of Sussex County.

Thank you all again for being here! And thank you for your love for the Town of Newton. May God bless us all as we move forward, working together this year, always for a better Newton! Cheers!"

CONSENT AGENDA

Mayor Le Frois read the following statement:

"All items listed with an asterisk () are considered to be routine and non-controversial by the Town Council and will be approved by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda."*

Mr. Russo then reviewed the consent agenda items.

RESOLUTION #1-2025*

"DESIGNATE BANKS AS DEPOSITORIES FOR CALENDAR YEAR 2025"

BE IT RESOLVED, by the Town Council of the Town of Newton that the following policy is hereby adopted pertaining to Town funds for calendar year 2025:

1) The cash management and investment objectives for the Town of Newton include preservation of capital, adequate safekeeping of assets, maintenance of liquidity to meet operating needs, diversification of the Town's portfolio to minimize risks associated with individual investments, and investment of assets in accordance with State and Federal laws and regulations.

2) The following banks are hereby authorized to be used as depositories for Town funds:

PNC Bank
JP Morgan Chase Bank
New Jersey Cash Management Fund
Provident Bank
First Hope Bank
Santander Bank, N.A.
TD Bank
Valley National Bank
Wells Fargo Bank, N.A.

Beginning with the filing of September 30, 2010, a list of banks that participate in the Governmental Unit Deposit Protection Act (GUDPA), except for the New Jersey Cash Management Fund, and the type of certificate of eligibility is available quarterly from the State of New Jersey, Department of Banking and Insurance website:

https://www.state.nj.us/dobi/division_banking/depositories/gudpa.htm

The Chief Financial Officer/Finance Director will review this site and provide the Town Auditor with a copy of this list.

The above designated official depositories are required to submit to the Chief Financial Officer/Finance Director a copy of the institution's "Annual Report" each year. This may also be satisfied electronically.

3) All funds shall be deposited within 48 hours of receipt, in accordance with N.J.S.A. 40A:5-15.

The Chief Financial Officer/Finance Director shall minimize the possibility of idle cash accumulating in accounts by assuring the amounts in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.

The method of calculating banking fees and compensating balances shall be reviewed on a monthly basis.

Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer/Finance Director.

4) Permissible investments for the Town of Newton shall include:

(a) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;

(b) government money market mutual funds;

(c) any Federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase and has a fixed rate of interest not dependent on any index or external factors;

(d) Bonds or other obligations of the local unit or school districts of which the local unit is a part;

(e) any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments;

(f) local government investment pools;

(g) New Jersey State Cash Management Fund; and

(h) repurchase agreements of fully collateralized securities.

5) The Municipality is authorized to deposit funds, including certificates of deposits, in accounts subject to the following conditions pursuant to N.J.S.A.40A:5-14, amended by P.L.2018,c.40:

(a) the funds are initially invested through a public depository as defined in section 1 of P.L.1970,c.236(C.17:9-41) designated by the local unit;

(b) the designated public depository arranges for the deposit of funds in certificates of deposit in one or more federally insured banks or savings and loan associations, for the account of the local unit;

(c) 100 percent of the principal and accrued interest of each certificate of deposit is insured by the Federal Deposit Insurance Corporation;

(d) the designated public depository acts as custodian for the local unit with respect to the certificates of deposit issued for the local unit's account; and

(e) at the same time that the local unit's funds are deposited and the certificates of deposit are issued, the designated public depository receives an amount of deposits from customers of other banks and savings and loan associations, wherever located, equal to the amount of funds invested by the local unit through the designated public depository.

6) The Chief Financial Officer/Finance Director is authorized and directed to make investments on behalf of the Town of Newton. All investment decisions shall be consistent with this plan and all appropriate regulatory constraints.

7) Securities purchased on behalf of the Town of Newton shall be delivered electronically or physically to the Town's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the Town.

8) The Chief Financial Officer/Finance Director shall report to the Town Council all purchases of investments in accordance with N.J.S.A. 40A:5-15.2.

9) The Cash Management Plan shall be subject to annual audit conducted pursuant to N.J.S.A. 40A:5-14.

10) The Chief Financial Officer/Finance Director shall escheat to the State of New Jersey checks which remain outstanding for twelve (12) or more months after the date of issuance.

RESOLUTION #2-2025*

“APPOINT THE TOWN MANAGER AS HEARING OFFICER IN ALL MATTERS OF DISPUTE REGARDING THE TOWN OF NEWTON FOR CALENDAR YEAR 2025”

January 15, 2025

WHEREAS, certain matters may arise over the course of the year which require a hearing to be conducted for the purpose of resolving issues; and

WHEREAS, Thomas S. Russo, Jr., Town Manager of the Town of Newton, is the representative of the Governing Body, as well as both the Chief Executive Officer and Chief Administrative Officer of the municipality;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the Town Manager is hereby appointed as Hearing Officer in all matters of dispute regarding the Town of Newton for the calendar year 2025.

RESOLUTION #3-2025*

“AUTHORIZE PAYMENT OF RECURRING BILLS”

WHEREAS, all claims of payment by the Town of Newton, County of Sussex, State of New Jersey, are required to be first submitted to the Mayor and Town Council for consideration before payment is made; and

WHEREAS, due to the nature of certain claims and timing of the particular meetings involved, certain claims should be paid when presented which are statutory and regular in nature, rather than held for the next meeting of the Mayor and Town Council due to the nature of said bills;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Town Council of the Town of Newton that we hereby approve the payment between meetings of the following enumerated claims for payment, when the same are presented to the Mayor and Town Council and Chief Municipal Finance Officer of the Town of Newton.

- a. Town of Newton, net payroll, and payroll deduction accounts
- b. Town of Newton, Board of Education
- c. County Treasurer (County taxes only)
- d. Banks for investment Purposes/Inter-fund transfers/Debt Service payments Bond/Note payments
- e. Statewide Insurance Fund, NJ Municipal Employee Benefits Fund, Vision Service Plan, and all other insurances
- f. Repair of emergency, police, and rescue vehicles; parts needed for said vehicles; and critical equipment related to the operations of the DPW/Police or Emergency Services
- g. Bond Releases
- h. All Utility Payments
- i. Employee Reimbursements
- j. Petty Cash Reimbursements
- k. Lien Redemptions
- l. Premium Redemptions
- m. Contractual Payments for Blanket Purchase Orders

RESOLUTION #4-2025*

“DESIGNATE NEWSPAPERS THAT WILL RECEIVE NOTICES REQUIRED BY THE NJ OPEN PUBLIC MEETINGS ACT FOR 2025”

WHEREAS, Section 3D(2) of the Open Public Meetings Act, approved October 21, 1975 as Chapter 231, P.L. 1975, requires every public body to designate two (2) newspapers to receive notices required to be mailed, telephoned, telegraphed, or hand delivered, as also defined under Title 35 of the New Jersey Statutes.

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that it hereby designates the newspapers listed below as the official newspapers for legal advertising and to receive notices required by the Open Public Meetings Act:

January 15, 2025

New Jersey Herald (Primary)
Daily Record (Alternate)

The Alternative Press (Alternate)

RESOLUTION #5-2025*

“ESTABLISH SCHEDULE OF PUBLIC TOWN COUNCIL MEETINGS FOR 2025”

WHEREAS, Section 13 of the Open Public Meetings Act, approved October 21, 1975 as Chapter 231, P.L. 1975, requires every public body to post and maintain posted throughout the year a schedule of the meetings of said public body;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, Sussex County, New Jersey that the following schedule for 2025 indicates all public meetings of the Newton Town Council will be held on the second and fourth Mondays of each month, unless otherwise indicated, in the Council Chambers, 39 Trinity Street, Newton, New Jersey, unless otherwise noticed; and

Council Meetings

7:00pm

| | | | |
|----------|------------|-----------|------------|
| January | 27 | July | 14 |
| February | 10 and 24 | August | 11 |
| March | 10 and 24 | September | 10* and 22 |
| April | 14 and 28 | October | 15* and 27 |
| May | 12 and 28* | November | 10 and 24 |
| June | 9 and 23 | December | 15** |

*Held Wednesday

**Held Third Monday

Reorganizational Meeting

Thursday, January 15, 2026

Noon

BE IT FURTHER RESOLVED, the Town Council reserves the right to conduct one (1) or more executive sessions at any meeting of the Town Council for reasons pursuant to the executive session; and

BE IT FURTHER RESOLVED, that, for the purposes of the Act, the official bulletin board for posting notices shall be the bulletin board in the first-floor lobby of the Municipal Building at 39 Trinity Street, Newton, New Jersey, with said board being just outside the door of the Municipal Clerk's Office; and

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to The Alternative Press (TAPintoNewton), Daily Record, and New Jersey Herald and a copy be filed with the Municipal Clerk; and

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be mailed to any person requesting notices of meetings of the Town Council pursuant to N.J.S.A. 10:4-19 and whoever has paid the required fee for such notice.

RESOLUTION #6-2025*

“ESTABLISH THE RATE OF INTEREST TO BE CHARGED FOR NON-PAYMENT OF TAXES ON OR BEFORE THE DUE DATE”

WHEREAS, N.J.S.A. 54:4-67 permits the Governing Body of each municipality to fix the rate of interest to be charged for late payment of taxes as provided by law; and

WHEREAS, N.J.S.A. 54:6-67 has been amended to permit the fixing of said rate at eight percent (8%) per annum for the first \$1,500.00 of the delinquency and eighteen percent (18%) per annum for amounts in excess of \$1,500.00, and an additional penalty of six percent (6%) may be collected for delinquencies in excess of \$10,000.00 from property owners who fail to pay the delinquency prior to the end of the calendar year;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the Tax Collector is hereby authorized and directed to charge an eight percent (8%) per annum rate of interest on the first \$1,500.00 of taxes which become delinquent after the tax due date, and a rate of eighteen percent (18%) per annum interest on any amount of taxes due in excess of \$1,500.00 which becomes delinquent after the tax due date; and

BE IT FURTHER RESOLVED, that the Tax Collector is also authorized and directed to charge an additional penalty of six percent (6%) if a delinquency is in an amount in excess of \$10,000.00 and remains in arrears beyond December 31st of each calendar year; and

BE IT FURTHER RESOLVED, that the ten (10) day grace period for quarterly tax payments shall remain in effect, any payment of taxes not made on or before the due date in accordance with this Resolution shall be charged interest from the due date as set forth by law, and this Resolution shall take effect immediately.

RESOLUTION #7-2025*

“DESIGNATE OFFICIALS TO SIGN CHECKS”

BE IT RESOLVED by the Town Council of the Town of Newton that the Town Manager, the Town Treasurer, and/or the Chief Municipal Financial Officer are hereby designated as officials authorized to sign all municipal checks, Water and Sewer Utility checks, and payroll checks during calendar year 2025.

RESOLUTION #8-2025*

“DESIGNATE CHIEF FINANCIAL OFFICER/FINANCE DIRECTOR AS THE INDIVIDUAL AUTHORIZED TO SELL BOND ANTICIPATION NOTES FOR CALENDAR YEAR 2025”

WHEREAS, it is necessary from time to time for the Town of Newton to sell Bond Anticipation Notes or other Notes for the benefit of the municipality; and

WHEREAS, the Chief Municipal Financial Officer/Finance Director is the individual responsible for maintaining the financial records of the Town of Newton;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton as follows:

- 1) The Chief Municipal Financial Officer/Finance Director is hereby authorized to sell Bond Anticipation Notes and directed to determine all matters in connection with said Notes not determined by this or subsequent Resolutions.
- 2) The Chief Municipal Financial Officer/Finance Director is directed to report in writing to the Governing Body at the meeting next succeeding the date when the sale or delivery of Notes pursuant to this Resolution is made. Such report is to include the amount, description, interest rate, maturity of the Notes sold, the price obtained, and the name of the purchaser.
- 3) This Resolution shall take effect immediately upon its adoption.

January 15, 2025

RESOLUTION #9-2025*

“AUTHORIZE THE TAX ASSESSOR, THE TOWN ATTORNEY AND THE TOWN MANAGER TO ACT ON THE BEHALF OF THE TOWN OF NEWTON FOR CALENDAR YEAR 2025 WITH REGARD TO TAX APPEALS”

BE IT RESOLVED, by the Town Council of the Town of Newton that the Municipal Tax Assessor and the Town Attorney are hereby authorized to defend all contest appeals before the Sussex County Board of Taxation and the Tax Court of the State of New Jersey; and

BE IT FURTHER RESOLVED, that the Municipal Tax Assessor and the Town Attorney are also hereby authorized to initiate municipal appeals to correct the Town of Newton tax listing including, but not limited to, rollback complaints, added and omitted assessment complaints, and such other appeals as may be necessary to correct the assessments for the Town of Newton; and

BE IT FURTHER RESOLVED, that the Municipal Tax Assessor, the Municipal Attorney, and the Town Manager are hereby designated as the agents of the Town of Newton for the purpose of signing settlements of the foregoing matters by stipulation for the 2025 calendar year.

RESOLUTION #10-2025*

“APPOINTMENT OF MAYOR AS A CLASS I MEMBER OF THE NEWTON PLANNING BOARD”

BE IT RESOLVED, by the Town Council of the Town of Newton that Mayor Helen R. Le Frois be and is hereby appointed to the Newton Planning Board as a Class I member for the calendar year 2025.

RESOLUTION #11-2025*

“APPOINTMENT OF TOWN COUNCIL REPRESENTATIVE AS A CLASS III MEMBER OF THE NEWTON PLANNING BOARD”

BE IT RESOLVED, by the Town Council of the Town of Newton that Deputy Mayor Matthew S. Dickson, be and is hereby appointed to the Newton Planning Board as a Class III member for calendar year 2025.

RESOLUTION #12-2025*

“CANCELLATION OF SMALL BALANCES”

WHEREAS, N.J.S.A. 40A: 5-17.1 allows for the cancellation of property tax refunds or delinquent amounts in the amount of less than ten (\$10.00) dollars; and

WHEREAS, the Town Council of the Town of Newton may authorize the Tax Collector to process, without any further action on the part of the Governing Body, any cancellation of property tax refunds or delinquencies of less than ten (\$10.00) dollars;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton in the County of Sussex, State of New Jersey, that the Tax Collector is hereby authorized to process the cancellation of any property tax refunds or delinquencies of less than ten (\$10.00) dollars.

RESOLUTION #13-2025*

“GRANTING AUTHORITY FOR APPROVAL OF CERTAIN PURCHASES THROUGH NEW JERSEY STATE CONTRACTS AND/OR PURCHASING COOPERATIVES”

WHEREAS, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and P.L. 2011, c.139, the Governing Body may delegate the power to award purchases,

contracts, and/or agreements through New Jersey State Contracts and/or Purchasing Cooperatives to which the Town of Newton is a member; and

WHEREAS, in the interest of streamlining Town operations and improving efficiency, it is the desire of the Mayor and Council to authorize the Purchasing Officer/Qualified Purchasing Agent (QPA) to approve purchases, contracts, and agreements through New Jersey State Contracts and/or Purchasing Cooperatives, subject to provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and P.L. 2011, c.139 below the \$44,000.00 threshold in individual purchases and the aggregate as defined by N.J.S.A. 40A:11-2(19);

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Town of Newton that the Purchasing Officer/Qualified Purchasing Agent (QPA) upon receipt of an identified need and direction from the Town is hereby authorized to approve purchases, contracts, and/or agreements through New Jersey State Contracts and/or Purchasing Cooperatives to which the Town of Newton is a member without further action from the Council, provided funds are available to cover the expenditure; and

BE IT FURTHER RESOLVED, purchase approvals made by the Purchasing Officer/Qualified Purchasing Agent (QPA) by virtue of the adoption of this Resolution shall be subject to the provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and that no amount of any contract shall be in excess of the bid threshold in a single purchase or the aggregate without express individual resolutions authorizing such cooperative purchases by contract number.

RESOLUTION #14-2025*

“RESOLUTION RECOGNIZING TOWN EVENTS AND TOWN ENDORSED EVENTS”

WHEREAS, the Town of Newton sponsors certain events throughout the year and endorses other privately held events for which it lends specified assistance; and

WHEREAS, the Town Council of the Town of Newton has adopted a policy whereby it will recognize Town and Town endorsed events by Resolution to be considered on an annual basis;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, in the County of Sussex and State of New Jersey, there shall be two (2) categories of events run or endorsed by the Town:

Town Events – Events that are run by the Town.

Town Endorsed Events – Privately held events the Town will provide specified assistance to (some of which will be free, others which will include escrow or other fee payment).

BE IT FURTHER RESOLVED, the list of possible Town events and Town endorsed events for the calendar year 2025 shall be as follows:

| Town Events | Town Endorsed Events |
|-------------------------------------|-----------------------------------|
| Easter Egg Hunt | Memorial Day Parade |
| Events at Newton Town Pool/Pavilion | Newton Day/Fireworks |
| Halloween Parade | Taste of Newton |
| Ladies' Night Out | Holiday Parade/Post-Parade Events |
| Movie Nights | Saint Patrick's Day Parade |

| | |
|---|--|
| Fall Festival | |
| Miss Newton Contest | |
| Flags of Honor | |
| Town-wide Garage Sale | |
| Neighbors Helping Neighbors | |
| Christmas Tree Lighting/Operation Santa | |
| Summer Music Concert Series | |
| Newton Recreation Department Events | |
| Events Related to the NPP Grant | |
| Newton Community Development Events | |
| Sidewalk Sales | |

BE IT FURTHER RESOLVED, that Town Endorsed Events must meet the following criteria:

1. The event must be sponsored by a nonprofit organization with a physical office location within the Town of Newton or County of Sussex.
2. The event must be open to all Town residents, whether free or by fee.
3. Each organization shall be limited to no more than two (2) events per calendar year.
4. The Greater Newton Chamber of Commerce (GNCC), due to its historic importance and special working relationship with the Town of Newton for decades, shall be limited to no more than six (6) outdoor events per calendar year.
5. Organizations utilizing Town-owned facilities, parks, or roadways must be in compliance with all applicable resolutions and ordinances of the Town of Newton, including, but not limited to, Chapter 307 regarding parking and traffic and Chapter 115 concerning fire prevention; and the event shall not interfere with or obstruct contiguous traffic, access to residences or businesses, or the movement of firefighting, first aid, or other safety vehicles.
6. Each organization is required to request through the Newton Town Manager's Office in writing the date of an event at least sixty (60) calendar days prior to the event. The written notice must also include any formal request for paid services to be rendered by the Newton DPW and/or the Newton Police Department.
7. The Newton Town Manager shall review all DPW and/or Police requests and determine the amount of escrow funds necessary to be provided by the sponsoring organization to the Town of Newton. Escrow funds must be provided by the sponsoring nonprofit organization to the Town of Newton twenty-one (21) calendar days prior to the date of the scheduled event. Any funds not utilized for the event shall be returned after the event within thirty (30) calendar days by the Town of Newton Finance Department to the sponsoring nonprofit organization.
8. Each organization shall be responsible for providing honest and thorough answers on the "Town of Newton Event Checklist Application" which will be available at the Community Development Office in the Town of Newton. The Community

Development Director and Town Manager shall both be required to be signatories on a final event checklist application which must be completed no later than seven (7) calendar days prior to the event. The Town will not charge a fee for any staff or professional review of said Event Checklist Application.

- 9. Town Endorsed Events may include, but not be limited to, the following: shows, carnivals, circuses, festivals, fairs, flea markets, outdoor plays, dances, concerts, theatrical events, parades, or sporting events not sponsored by the Town of Newton or Town of Newton recognized league; any event requiring temporary or permanent closure of any Town streets, sidewalks, park areas, or impacting the public health, safety, and welfare of the Town or its residents; excludes weddings, funerals, memorials, graduations, or Town-sponsored functions.

RESOLUTION #15-2025*

“RESOLUTION AUTHORIZING COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S ENFORCEMENT GUIDANCE ON THE CONSIDERATION OF ARREST AND CONVICTION RECORDS IN EMPLOYMENT DECISIONS UNDER TITLE VII OF THE CIVIL RIGHTS ACT OF 1964”

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the Governing Body of each municipality and county to certify their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," as amended, 42 U.S.C. § 2000e et seq., (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the Newton Town Council members have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto;

NOW, THEREFORE BE IT RESOLVED, that the Town of Newton hereby states it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

RESOLUTION #16-2025*

“APPOINTMENT OF DEBBIE DANIELSON AS MUNICIPAL RECYCLING COORDINATOR FOR CALENDAR YEAR 2025”

BE IT RESOLVED, by the Town Council of the Town of Newton that Deborah Danielson, be and is hereby appointed as the Town of Newton's Municipal Recycling Coordinator for calendar year 2025.

RESOLUTION #17-2025*

“TO CONFIRM/ESTABLISH PETTY CASH AND CHANGE FUNDS FOR CALENDAR YEAR 2025”

WHEREAS, the Town of Newton maintains the following petty cash funds, as approved and recorded with the Division of Local Government Services:

| | | |
|---------------|----------|---|
| Finance | \$250.00 | Treasurer (Max reimbursement \$25 Excludes tax) |
| Water & Sewer | \$50.00 | Treasurer |

WHEREAS, The Town of Newton maintains the following change funds:

| | | |
|---------------|----------|-------------------------------|
| Tax | \$200.00 | Tax Collector |
| Water & Sewer | \$200.00 | Water Sewer Utility Collector |
| Clerk | \$200.00 | Municipal Clerk |
| Court | \$100.00 | Court Administrator |

January 15, 2025

| | | |
|------------|----------|----------------------------|
| Court | \$100.00 | Deputy Court Administrator |
| Police | \$10.00 | Records Clerk |
| Recreation | \$150.00 | Recreation Supervisor |

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, that the aforementioned petty cash and change funds are established and confirmed.

RESOLUTION #18-2025*

“APPOINTMENT OF MEMBERS OF THE TOWN OF NEWTON AD HOC REDEVELOPMENT TEAM”

WHEREAS, the Town of Newton acknowledges there are potential benefits to the Town of Newton to be gained through the process of redevelopment; and

WHEREAS, opportunities for beneficial redevelopment should be thoroughly, expeditiously, and efficiently evaluated and pursued;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that it hereby appoints individuals in the positions listed below to an ad hoc Redevelopment Team to evaluate and pursue redevelopment opportunities in the Town of Newton for a one-year period from January 1, 2025 through December 31, 2025; and

BE IT FURTHER RESOLVED, individuals representing the following positions shall be members of the Redevelopment Team, with said meetings to be called by the Town Manager as needed:

Mayor; Deputy Mayor; Town Manager; Town Attorney; Town Planner; Town Engineer; Planning Board Chairperson; Planning Board Attorney; Planning Board Engineer; Redevelopment Counsel; Environmental Engineering Consultant, and other professionals, volunteers, and/or staff as deemed necessary by the Town Manager; and

BE IT FURTHER RESOLVED, said Redevelopment Team is a purely advisory group working only in an analytical and advisory capacity and is: (a) not empowered to make any decisions; (b) has no effective authority; (c) is not empowered to act by vote; (d) is not governed by the Open Public Meetings Act; and (e) is not a “Redevelopment Agency” pursuant to N.J.S.A. 40A:12A-11.

RESOLUTION #19-2025*

“APPOINT LOCAL EMERGENCY PLANNING COMMITTEE FOR CALENDAR YEAR 2025”

WHEREAS, Appendix A:9-41 of the NJ Statutes Annotated, and N.J.A.C. 13:64-2.3 pertaining to Emergency Management, requires every New Jersey municipality to create a Local Emergency Planning Committee; and

WHEREAS, the individual appointed as the local Emergency Management Coordinator shall also be a member of, and shall serve as Chairman of, said Local Emergency Planning Committee;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that it hereby concurs with the appointment of the individuals recommended by Emergency Management Coordinator Daniel Finkle for membership on the Newton Local Emergency Planning Committee for calendar year 2025 as listed below:

| | |
|------------------------------|--|
| Daniel Finkle | Emergency Management Coordinator |
| Jason Miller | Deputy Emergency Management Coordinator |
| Joseph D'Annibale, Chief | Newton Police Department |
| Thomas S. Russo, Jr. | Newton Town Manager |
| Jason Miller, Chief | Newton Fire Department |
| John-Paul E. Couce, Director | Newton Vol. First Aid and Rescue Squad |
| Kenneth Jaekel | Newton Public Works Supervisor |
| Adam Vough | Assistant Newton Public Works Supervisor |
| Joseph Carr | Licensed Sewer Operator |

January 15, 2025

Michael Awertschenko
Teresa Oswin
Kimberly Williams
Kathryn Alcock
Joseph Butto
Dr. Joseph S. Piccirillo

Licensed Water Operator
Newton Municipal Clerk/Deputy Town Manager
Community Development Director
Administrative Assistant/Deputy Municipal Clerk
Newton/Hardyston Construction Official
Newton School Superintendent

BE IT FURTHER RESOLVED, if any positions become held by different individuals in the 2025 calendar year, then said individuals will assume the aforementioned titled responsibilities on the Newton Local Emergency Planning Committee.

RESOLUTION #20-2025*

“DESIGNATION OF THERESA SCHLOSSER AS TAX SEARCH OFFICER FOR THE TOWN OF NEWTON FOR 2025”

WHEREAS, N.J.S.A. 54:5-11 provides each municipality within the State of New Jersey shall designate a person to act as the Tax Search Officer for the municipality; and

WHEREAS, Theresa Schlosser, as Certified Tax Collector for the Town of Newton, is qualified to make examinations of the municipality's records as to unpaid municipal liens and to certify the results of that examination;

NOW, THEREFORE BE IT RESOLVED, the Town Council of the Town of Newton hereby designates Theresa Schlosser as the Tax Search Officer for the Town of Newton for calendar year 2025.

RESOLUTION #21-2025*

“APPOINTMENT OF MICHELLE J. TEETS AS TOWN COUNCIL LIAISON TO THE NEWTON BOARD OF EDUCATION”

BE IT RESOLVED, by the Town Council of the Town of Newton that Councilmember Michelle J. Teets be and is hereby appointed as the Town of Newton liaison to the Newton Board of Education for calendar year 2025.

RESOLUTION #22-2025*

“APPOINTMENT OF JOHN-PAUL E. COUCE AS TOWN COUNCIL LIAISON TO THE ECONOMIC DEVELOPMENT ADVISORY COMMISSION”

BE IT RESOLVED, by the Town Council of the Town of Newton that Councilmember John-Paul E. Couce be and is hereby appointed to the Economic Development Advisory Commission as the Town Council liaison member for calendar year 2025.

RESOLUTION #23-2025*

“APPOINTMENT OF SANDRA LEE DIGLIO AS TOWN COUNCIL LIAISON TO THE HISTORIC PRESERVATION ADVISORY COMMISSION”

BE IT RESOLVED, by the Town Council of the Town of Newton that Councilmember Sandra Lee Diglio be and is hereby appointed to the Historic Preservation Advisory Commission as the Town Council liaison member for calendar year 2025.

RESOLUTION #24-2025*

“RESOLUTION AFFIRMING THE CURRENT FUND BALANCE POLICY”

WHEREAS, The Town of Newton established and amended a Fund Balance Policy for the Current Fund by way of adoption of previous resolutions including the most recent adoption of Resolution 24-2024 on January 4, 2024; and

WHEREAS, the Fund Balance Policy has been reviewed by the Town Manager and the Chief Municipal Finance Officer/Finance Director of the Town of Newton and it is recommended appropriate to renew the Policy;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that it hereby resolves and agrees to renew the Current Fund Balance Policy with the following guidelines:

1. The Town of Newton shall establish or maintain fund balance, whereby the percentage of fund balance anticipated to the total budget will not exceed 15%.
2. The Town of Newton hereby establishes the policy of maintaining an end of the calendar year fund balance, which is between 3%-10% of the prior year tax levy.
3. The Governing Body will not anticipate more fund balance than the statutory excess of fund balance of the prior year (amount collected). If the fund balance anticipated will exceed the statutory excess of the prior year, a reason must be stated at an open budget meeting. A plan shall be developed to restore fund balance within a three-year period.
4. Amounts appropriated in the ensuing budget, which reduce the fund balance below the policy guidelines for the purpose of reducing the ensuing year's property tax levy, may be made only upon a specific vote of the Governing Body.
5. The Governing Body, by vote, can declare a fiscal emergency and withdraw any amount of General Fund balance for purposes of addressing the fiscal emergency. Any such action must also provide a plan to restore fund balance to the Target policy level within a five-year period.
6. This policy will be reviewed by the Governing Body every three (3) years following adoption or sooner at the direction of the Governing Body.

RESOLUTION #25-2025*

"RESOLUTION AFFIRMING THE WATER SEWER UTILITY FUND BALANCE POLICY"

WHEREAS, The Town of Newton established and amended a Fund Balance Policy for the Water Sewer Utility by way of adoption of previous resolutions including the most recent adoption of Resolution 25-2024 on January 4, 2024; and

WHEREAS, the Fund Balance Policy for the Water Sewer Utility has been reviewed by the Town Manager and Town Auditor of the Town of Newton and it is recommended appropriate to renew the Policy;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that it hereby resolves and agrees to renew the Water Sewer Utility Fund Balance Policy with the following guidelines:

1. The Town of Newton shall establish or maintain fund balance, whereby the percentage of fund balance anticipated to the total budget will not exceed 15%.
2. The Town of Newton hereby establishes the policy of maintaining an end of the calendar year fund balance, which is between 3%-10% of the prior year tax levy.
3. The Governing Body will not anticipate more fund balance than the statutory excess of fund balance of the prior year (amount collected). If the fund balance anticipated will exceed the statutory excess of the prior year, a reason must be stated at an open budget meeting. A plan shall be developed to restore fund balance within a three-year period.
4. Amounts appropriated in the ensuing budget, which reduce the fund balance below the policy guidelines for the purpose of reducing the ensuing year's property tax levy, may be made only upon a specific vote of the Governing Body.

January 15, 2025

5. The Governing Body, by vote, can declare a fiscal emergency and withdraw any amount of General Fund balance for purposes of addressing the fiscal emergency. Any such action must also provide a plan to restore fund balance to the Target policy level within a five-year period.
6. This policy will be reviewed by the Governing Body every three (3) years following adoption or sooner at the direction of the Governing Body.

RESOLUTION #26-2025*

“APPOINTMENT OF VIRGINIA RAFTERY AS CLEAN COMMUNITIES COORDINATOR FOR THE TOWN OF NEWTON FOR 2025”

BE IT RESOLVED, by the Town Council of the Town of Newton that Virginia Raftery be and is hereby appointed as the Clean Communities Coordinator for the Town of Newton during calendar year 2025.

RESOLUTION #28-2025*

“APPOINTMENT OF THE MUNICIPAL AUDITOR FOR THE TOWN OF NEWTON FOR CALENDAR YEAR 2025”

WHEREAS, the Town of Newton has a need to acquire auditing services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the anticipated term of this contract is for calendar year 2025; and

WHEREAS, auditing service is a professional service as defined by the Local Public Contracts Law and is, therefore, exempt from public bidding requirements in accordance with N.J.A.C. 40A:11-5(1)(a)(i); and

WHEREAS, Nisivoccia LLP has submitted a proposal dated October 31, 2024 indicating they will provide the 2025 auditing services for \$33,050.00; additional services, should they be required, would be billed at amounts set forth in the contract with hourly rates not to exceed \$200.00 per hour; and

WHEREAS, Nisivoccia LLP has completed and submitted a Business Entity Disclosure Certification which certifies Nisivoccia LLP has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and the contract will prohibit Nisivoccia LLP from making any reportable contributions through the term of the contract; and

WHEREAS, the Newton Chief Municipal Financial Officer/Finance Director has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, the Town Council of the Town of Newton authorizes the Town Manager to enter into a contract with Nisivoccia LLP as described herein; and

BE IT FURTHER RESOLVED, the Business Disclosure Entity Certification and the Determination of Value be filed in the Municipal Clerk's office; and

BE IT FURTHER RESOLVED, notice of this action shall be published once in the New Jersey Herald.

RESOLUTION #29-2025*

“ADOPTION OF THE TEMPORARY CURRENT OPERATING BUDGET AND TEMPORARY WATER AND SEWER BUDGET FOR 2025”

WHEREAS, funds are needed to operate the Municipal Government and the Water and Sewer Utility for the first ninety (90) days of calendar year 2025; and

WHEREAS, N.J.S.A. 40A:4-19 provides for adoption of a Temporary Budget, not to

exceed twenty-six and one-quarter percent (26.25%) of the total of the appropriations made for all purposes in the budget for the preceding year excluding, in both instances, appropriations made for interest and debt redemption charges, capital improvement fund, and public assistance;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the 2025 Temporary Operating Budget and the 2025 Temporary Water and Sewer Utility Budget be and are hereby approved, pending adoption of the 2025 Annual Municipal Budget and the 2025 Water and Sewer Utility Budget.

2025 TEMPORARY CURRENT BUDGET CALCULATION

| | |
|---------------------|--------------------------------------|
| \$ 15,731,497 | Total 2024 Modified Budget |
| 1,793,018 | Less: Debt (principal & interest) |
| -0- | Less: Public Assistance |
| <u>455,299</u> | Less: Capital Improvements |
| \$13,483,180 | Amount on which % is applied |
| | |
| x <u>.2625</u> | Percentage increase allowed by state |
| | |
| <u>\$ 3,539,334</u> | Allowable 2025 Temporary Budget |

TOTAL 2025 TEMPORARY CURRENT BUDGET \$3,539,334

TOTAL 2025 TEMPORARY CURRENT CAPITAL IMPROVEMENT BUDGET \$119,516

TOTAL 2025 TEMPORARY CURRENT DEBT SERVICE BUDGET \$470,667

2025 TEMPORARY WATER AND SEWER BUDGET

| | <u>2024 BUDGET</u> | <u>2025 TEMPORARY BUDGET</u> |
|---|---------------------------|-------------------------------------|
| Salaries and Wages | \$ 1,248,200 | \$ 327,652 |
| Other Expenses | 2,879,923 | 755,980 |
| DCRP | 275 | 72 |
| PE R S | 46,503 | 12,207 |
| Unemployment | 4,800 | 1,260 |
| Social Security System | <u>94,300</u> | <u>24,754</u> |
| | 4,274,001 | <u>\$ 1,121,925</u> |
| | x <u>.2625</u> | |
| | <u>\$ 1,121,925</u> | |
| | | |
| TOTAL 2025 TEMPORARY WATER & SEWER BUDGET | | \$ 1,121,925 |
| | | |
| TOTAL 2025 TEMPORARY W&S CAPITAL IMPR BUDGET | | \$ 354,976 |
| | | |
| TOTAL 2025 TEMPORARY W&S DEBT SERVICE BUDGET | | \$ 67,655 |

RESOLUTION #30-2025*

“AUTHORIZE THE EXECUTION OF AN AGREEMENT FOR AUDITING SERVICES FOR REVIEW OF STATEMENT OF ASSETS AVAILABLE FOR BENEFITS FOR LOSAP WITH NISIVOCCIA LLP”

WHEREAS, the Town of Newton will require the services of a qualified Auditor to review the Statement of Net Assets Available for Benefits for the Town of Newton's Emergency Services Volunteer Length of Service Award Program (LOSAP) as of December 31, 2024; and

January 15, 2025

WHEREAS, review service is a professional service as defined by the Local Public Contracts Law and is, therefore, exempt from public bidding requirements in accordance with N.J.A.C. 40A:11-5(1)(a)(i); and

WHEREAS, the accounting firm Nisivoccia LLP has furnished an appropriate contract for said services for a maximum contract amount of \$2,050.00; and

WHEREAS, Nisivoccia LLP has completed and submitted a Business Entity Disclosure Certification which certifies that said firm has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and the contract will prohibit the firm from making any reportable contributions through the term on the contract; and

WHEREAS, the anticipated term of this contract is for calendar year 2025; and

WHEREAS, the Newton Chief Municipal Financial Officer/Finance Director has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the Town Manager is hereby authorized to execute a contract on behalf of the municipality for review of their LOSAP Statement of Net Assets Available for Benefit and said contract will remain on file in the Municipal Clerk's office; and

BE IT FURTHER RESOLVED, that a copy of the fully executed contract be forwarded to Nisivoccia LLP and that notice of this award be published in accordance with the Local Public Contracts Law.

RESOLUTION #31-2025*

“AUTHORIZE AND DIRECT THE TAX COLLECTOR TO SELL MUNICIPAL LIENS IN ACCORDANCE WITH NEW JERSEY LAW IN 2025”

WHEREAS, the Governing Body of the Town of Newton in the County of Sussex, New Jersey, desires to collect all taxes, assessments, and other municipal charges that are now delinquent; and

WHEREAS, the Tax Collector is directed to sell all municipal delinquencies through December 31, 2024 in a manner prescribed by NJSA 54:5-19 and amended by Chapter 99, Public Laws of 1998;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the Tax Collector is hereby authorized and directed to sell all municipal liens in accordance with the New Jersey Statutes, as described above, and that said sale shall take place in 2025.

RESOLUTION #32-2025*

“AUTHORIZE THE AWARD OF A REQUIRED DISCLOSURE CONTRACT FOR DAVID B. SIMMONS, JR., OF HAROLD E. PELLOW & ASSOCIATES, INC., AS WATER ENGINEER FOR THE TOWN OF NEWTON FOR CALENDAR YEAR 2025”

WHEREAS, the Town of Newton requires the services of a qualified Water Engineer for the Town of Newton on an annual basis through a contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, Sean Canning, QPA, of the Canning Group, LLC, Newton's Qualified Purchasing Agent, has determined and certified in writing the value of the services will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the 2025 calendar year; and

January 15, 2025

WHEREAS, David B. Simmons, Jr., of Harold E. Pellow & Associates, Inc., in the aggregate is expected to exceed the pay to play threshold of \$17,500.00; and

WHEREAS, David B. Simmons, Jr., has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure form which certifies David B. Simmons, Jr., of Harold E. Pellow & Associates, Inc., has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, the Town Council of the Town of Newton authorizes the Town Manager to enter into a contract with David B. Simmons, Jr., of Harold E. Pellow & Associates, Inc., not to exceed \$55,000.00 for the 2025 calendar year; and

BE IT FURTHER RESOLVED, the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

RESOLUTION #33-2025*

“AUTHORIZE THE AWARD OF A REQUIRED DISCLOSURE CONTRACT TO ERIC M. BERNSTEIN & ASSOCIATES FOR MUNICIPAL ATTORNEY FOR 2025”

WHEREAS, there exists a need for a Municipal Attorney for the Town of Newton, in the County of Sussex, State of New Jersey; and

WHEREAS, such legal services can be provided best by the Law Firm of Eric M. Bernstein & Associates, LLC, Warren, New Jersey; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised;

NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF NEWTON, IN THE COUNTY OF SUSSEX AS FOLLOWS:

1. The Law Firm of Eric M. Bernstein & Associates, LLC, Warren, New Jersey is hereby retained to provide the specialized legal services necessary in connection with redevelopment in accordance with an Agreement based on the proposal dated as of November 12, 2024 and submitted to the Town (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), because it is for services performed by persons authorized by law to practice a recognized profession.
3. The services to be rendered by the Law Firm of Eric M. Bernstein & Associates, LLC, shall be on an "as needed" requirement, as sought by the Town of Newton in an amount **not to exceed \$60,000.00**.
4. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Town and notice of this action shall be published once in the New Jersey Herald.

RESOLUTION #34-2025*

“AUTHORIZE THE AWARD OF A REQUIRED DISCLOSURE CONTRACT FOR J. CALDWELL & ASSOCIATES, LLC AS PLANNER FOR THE TOWN OF NEWTON FOR CALENDAR YEAR 2025”

WHEREAS, the Town of Newton requires the services of a qualified Planner for the Town of Newton on an annual basis through a contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, Sean Canning, QPA, of the Canning Group, LLC, Newton's Qualified Purchasing Agent, has determined and certified in writing the value of the services will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the 2025 calendar year; and

WHEREAS, J. Caldwell & Associates, LLC, in the aggregate is expected to exceed the pay to play threshold of \$17,500.00; and

WHEREAS, J. Caldwell & Associates, LLC has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure form which certifies J. Caldwell & Associates, LLC has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, the Town Council of the Town of Newton authorizes the Town Manager to enter into a contract with J. Caldwell & Associates LLC, not to exceed \$110,000.00 for the 2025 calendar year; and

BE IT FURTHER RESOLVED, the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

RESOLUTION #35-2025*

“APPOINTMENT OF KEITH MITCHELL OF THE MITCHELL INSURANCE AGENCY AS INSURANCE AGENT FOR CALENDAR YEAR 2025”

WHEREAS, the Town Council of the Town of Newton previously appointed local insurance agents to provide insurance coverage on behalf of the municipality; and

WHEREAS, said insurance services will be needed during calendar year 2025;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that Keith Mitchell, of the Mitchell Insurance Agency, 29 Trinity Street, Newton, NJ 07860, be named as agent of record effective January 1, 2025 for the following insurance policies:

- | | |
|-----------------------------|------------------|
| a) Package | SIF2025-07860 |
| b) Workers' Compensation | WC2025-07860 |
| c) Umbrella Policy | SIF2025-07860 |
| d) Fire Accident Insurance | VFP-4231-3258E-6 |
| e) Fire Life AD&D Insurance | GL163635 |

BE IT FURTHER RESOLVED, that the above-named insurance agent is appointed to provide insurance services without competitive bidding as a “professional service” in accordance with N.J.S.A. 40A:11-1(1)(a) of the Local Public Contracts Law, because the services to be provided are of a nature requiring specific professional skills and knowledge; and

BE IT FURTHER RESOLVED, that notice of this action shall be published once in the New Jersey Herald.

RESOLUTION #36-2025*

“REAPPOINTMENT OF CERTAIN BOARD AND COMMISSION MEMBERS”

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the following appointments be made:

| <u>Board/Commission</u> | <u>Name</u> | <u>Term</u> | <u>Expiration Date</u> |
|--------------------------|------------------|-------------|------------------------|
| Advisory Board of Health | Nancy Craddock | 5 Years | December 31, 2029 |
| Planning Board | Neil Flaherty | 4 Years | December 31, 2028 |
| Planning Board | Samantha Waldron | 2 Years | December 31, 2026 |
| Recreation Commission | Karen Crossley | 5 Years | December 31, 2029 |
| Recreation Commission | Lisa Qarmout | 5 Years | December 31, 2029 |

RESOLUTION #37-2025*

“AUTHORIZE THE AWARD OF A REQUIRED DISCLOSURE CONTRACT FOR FREDERICK J. MARGRON, P.E., REM, CEA, OF THE FIRM PROFESSIONAL CONSULTING, INC., AS SEWER ENGINEER FOR THE TOWN OF NEWTON FOR CALENDAR YEAR 2025”

WHEREAS, the Town of Newton requires the services of a qualified Alternate Sewer Engineer for the Town of Newton on an annual basis through a contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, Sean Canning, Q.P.A., of the Canning Group, LLC, Newton's Qualified Purchasing Agent, has determined and certified in writing the value of the services will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the 2025 calendar year; and

WHEREAS, Frederick J. Margron, P.E., REM, CEA, of the firm Professional Consulting, Inc., in the aggregate is expected to exceed the pay to play threshold of \$17,500.00; and

WHEREAS, Frederick J. Margron, has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure form which certifies Frederick J. Margron, P.E., REM, CEA, of the firm Professional Consulting, Inc., has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, the Town Council of the Town of Newton authorizes the Town Manager to enter into a contract with Frederick J. Margron, P.E., REM, CEA, of the firm Professional Consulting, Inc., not to exceed \$100,000.00 for the 2025 calendar year; and

BE IT FURTHER RESOLVED, the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

RESOLUTION #38-2025*

“AUTHORIZE AN AGREEMENT WITH HOLZHAUER & HOLENSTEIN, LLC FOR APPRAISAL SERVICES FOR DEFENSE OF STATE LEVEL TAX APPEALS IN CALENDAR YEAR 2025”

January 15, 2025

WHEREAS, the Town of Newton anticipates the need for a professional appraiser and consultant in connection with emerging and ongoing tax appeal litigation within the Town of Newton; and

WHEREAS, Michael E. Holenstein of Holzhauer & Holenstein, LLC has submitted a proposal for his continued appraisal services to defend such tax appeals, which is acceptable to the Town of Newton Governing Body; and

WHEREAS, appraisal service is a professional service as defined by the Local Public Contracts Law and is, therefore, exempt from public bidding requirements in accordance with N.J.A.C. 40A:11-5(1)(a)(i); and

WHEREAS, the anticipated term of this contract is one (1) year, January 1, 2025 through December 31, 2025; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, the Town Council of the Town of Newton hereby authorizes the execution of an agreement with Holzhauer & Holenstein, LLC, for appraisal services as outlined in Mr. Holenstein's proposal not to exceed \$17,500.00 for the 2025 calendar year; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to Holzhauer & Holenstein, LLC and a notice of this agreement be in the newspaper of record published in accordance with the Local Public Contracts Law.

RESOLUTION #39-2025*

“APPOINTMENT OF KATHLEEN STIRRAT AS VOLUNTEER SENIOR CITIZEN COORDINATOR FOR THE TOWN OF NEWTON FOR 2025”

BE IT RESOLVED, by the Town Council of the Town of Newton, that Kathleen Stirrat be and is hereby appointed as the volunteer Senior Citizen Coordinator for the Town of Newton during calendar year 2025.

RESOLUTION #40-2025*

“AUTHORIZING THE TOWN OF NEWTON TO ENTER INTO AN AGREEMENT WITH EXCEL ENVIRONMENTAL RESOURCES, INC., FOR ENVIRONMENTAL ENGINEERING SERVICES FOR CALENDAR YEAR 2025”

WHEREAS, the Town of Newton is in need of environmental engineering services for calendar year 2025; and

WHEREAS, EXCEL Environmental Resources, Inc., can provide environmental engineering services, in accordance with N.J.S.A. 40A:11-9; and

WHEREAS, environmental engineering services are exempt from bidding requirements per N.J.S.A. 40A:11-3, et. seq.; and

WHEREAS, the Town of Newton desires to enter into an agreement with EXCEL Environmental Resources, Inc., for environmental engineering services, effective January 1, 2025 through December 31, 2025, based on the proposal dated October 28, 2024;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, County of Sussex, State of New Jersey, as follows:

1. This resolution hereby serves as an Agreement between the Town of Newton and EXCEL Environmental Resources, Inc., for environmental engineering services for calendar year 2025; and

January 15, 2025

2. A copy of this resolution and EXCEL Environmental Resources, Inc., proposal dated October 28, 2024 be place on file in the Municipal Clerk's Office.

RESOLUTION #41-2025*

“AUTHORIZE THE AWARD OF A REQUIRED DISCLOSURE CONTRACT FOR DECOTIIS, FITZPATRICK, COLE AND GIBLIN, LLC FOR REDEVELOPMENT COUNSEL FOR 2025”

WHEREAS, there exists a need for specialized legal services for the Town of Newton, in the County of Sussex, New Jersey in connection with the redevelopment program in the Town; and

WHEREAS, such special legal services can be provided best by a recognized Redevelopment Counsel firm, and the law firm of DeCotiis, FitzPatrick, Cole and Giblin, LLC, Paramus, New Jersey is so recognized by the financial community; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised;

NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF NEWTON, IN THE COUNTY OF SUSSEX AS FOLLOWS:

1. The law firm of DeCotiis, FitzPatrick, Cole and Giblin, LLC, Paramus, New Jersey is hereby retained to provide the specialized legal services necessary in connection with redevelopment in accordance with an Agreement based on the proposal dated as of October 10, 2024 and submitted to the Town (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), because it is for services performed by persons authorized by law to practice a recognized profession.
3. The services to be rendered by DeCotiis, FitzPatrick, Cole and Giblin, LLC, shall be on an "as needed" requirement, as sought by the Town of Newton in an amount **not to exceed \$75,000.00.**
4. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Town and notice of this action shall be published once in the New Jersey Herald.

RESOLUTION #42-2025*

“AUTHORIZE THE AWARD OF A REQUIRED DISCLOSURE CONTRACT FOR GIBBONS P.C. FOR BOND COUNSEL FOR 2025”

WHEREAS, there exists a need for specialized legal services for the Town of Newton, in the County of Sussex, New Jersey in connection with the authorization and/or issuance of bonds in the Town; and

WHEREAS, such special legal services can be provided best by a recognized Bond Counsel firm, and the law firm of Gibbons P.C., Newark, New Jersey is so recognized by the financial community; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised;

NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF NEWTON, IN THE COUNTY OF SUSSEX AS FOLLOWS:

January 15, 2025

1. The law firm of Gibbons P.C., Newark, New Jersey is hereby retained to provide the specialized legal services necessary in connection with Bond Counsel in accordance with an Agreement submitted to the Town (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), because it is for services performed by persons authorized by law to practice a recognized profession.
3. The services to be rendered by Gibbons P.C., shall be on an "as needed" requirement, as sought by the Town of Newton in an amount **not to exceed \$25,000.00**.
4. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Town and notice of this action shall be published once in the New Jersey Herald.

RESOLUTION #43-2025*

"AUTHORIZE THE AWARD OF A REQUIRED DISCLOSURE CONTRACT TO MARTIN ALLEN, ESQ. AS TAX APPEAL CONFLICT ATTORNEY FOR 2025"

WHEREAS, there exists a need for a Tax Appeal Conflict Attorney for the Town of Newton, in the County of Sussex, State of New Jersey for 2025; and

WHEREAS, such legal services can be provided best by Martin Allen, Esq. from the Law Firm of DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C.; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised;

NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF NEWTON, IN THE COUNTY OF SUSSEX AS FOLLOWS:

1. Martin Allen from the Law Firm of DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. is hereby retained to provide Tax Appeal Conflict Attorney services in accordance with Agreements based on the proposal dated as of October 9, 2024 and submitted to the Town (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), because it is for services performed by persons authorized by law to practice a recognized profession.
3. The services to be rendered by the Law Firm of DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. shall be on an "as needed" requirement, as sought by the Town of Newton at a rate of \$200.00 per hour in amounts **not to exceed \$10,000**.
4. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Town and notice of this action shall be published once in the New Jersey Herald.

RESOLUTION #44-2025*

"APPOINTMENT OF HELEN R. LE FROIS AS TOWN COUNCIL LIAISON TO THE ADVISORY RECREATION COMMISSION"

BE IT RESOLVED, by the Town Council of the Town of Newton that Mayor Helen R. Le Frois be and is hereby appointed to the Advisory Recreation Commission as the Town Council liaison member for calendar year 2025.

RESOLUTION #45-2025*

"PROCEDURE FOR CLAIMANT CERTIFICATION"

January 15, 2025

WHEREAS, N.J.A.C. 5:30-9A.6 and 5:31-4.1 allows for greater flexibility for local units when implementing the claimant certification requirement set forth in N.J.S.A. 40A:5-16(a); and

WHEREAS, the local units are now given discretion to require a claimant certification as it deems necessary and appropriate; and

WHEREAS, the Chief Municipal Financial Officer/Finance Director, Thomas M. Ferry of the Town of Newton, recommends a claimant signature only be required for the following:

- Transactions above the dollar threshold of \$6,600
- Reimbursement to Town Employees
- Sole Proprietors
- Deposits in advance of work and travel

WHEREAS, the Chief Municipal Financial Officer/Finance Director and Town Manager recommend the adoption of this Claimant Signature policy;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Town of Newton that, effective immediately, Claimant Certification be waived on the Town Purchase Orders with the exceptions noted above.

RESOLUTION #46-2025*

“AWARD OF AN INSURANCE BROKER OF RECORD CONTRACT FOR EMPLOYEE BENEFITS”

WHEREAS, the Town of Newton (the “Town”) requires the services of an insurance broker of record in order to oversee the Town’s employee benefits program including medical, prescription, dental, vision, and Cobra administration as determined by the Town; and

WHEREAS, the Town is presently a member of the North Jersey Municipal Employee Benefits Fund (“NJMEBF”); and

WHEREAS, Health Insurance Broker and/or the Town’s program administrator/ representative to the NJMEBF is exempt from public bidding and may be awarded via resolution pursuant to N.J.S.A. 40A:11-5(m), in accordance with the requirements for extraordinary unspecifiable services; and

WHEREAS, The Vozza Agency (“Broker”) is qualified to provide the above referenced services; and

WHEREAS, the Town is hereby authorized and directed to execute a Broker of Record authorization and to cause a notice of this decision to be published in accordance with N.J.S.A. 40A:11-5.

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton as follows:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. This agreement is hereby authorized and approved.
3. The Vozza Agency is hereby appointed to represent the Town as Broker of Record for employee benefits including medical, prescription, dental, vision, and Cobra administration.
4. The Vozza Agency is here appointed and designated as the Program Administrator/Town representative to NJMEBF.
5. The Town is hereby authorized to execute any and all documents and to take any and all actions necessary to complete and realize the intent and purpose of this Resolution.
6. This resolution shall be effective immediately.

RESOLUTION 47-2025*

“REIMBURSE TOWN EMPLOYEES FOR VEHICLE EXPENSES FOR CALENDAR YEAR 2025”

WHEREAS, certain Town of Newton employees use their private vehicles in connection with Town business; and

WHEREAS, such employees routinely use their vehicles for travel within Sussex County; and

WHEREAS, it is appropriate to reimburse said Town employees for use of their personal vehicles;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the employees listed below receive the following **quarterly** allowances for all vehicular trips within Sussex County effective January 1, 2025:

| <u>Employee</u> | <u>Position</u> | <u>Estimated Miles/Qtr.</u> | <u>Quarterly Amount</u> |
|-----------------|-----------------------|-----------------------------|-------------------------|
| Scott Holzhauer | Tax Assessor | 200 miles | \$140.00 |
| Danielle Finkle | Recreation Supervisor | 200 miles | \$140.00 |
| Anthony Perigo | Deputy Fire Chief | 350 miles | \$245.00 |

BE IT FURTHER RESOLVED, the following employees are to receive an **annual** stipend for vehicular trips for Town banking purposes:

| <u>Employee</u> | <u>Position</u> | <u>Amount</u> |
|-------------------|-------------------|---------------|
| Theresa Schlosser | Tax Collector | \$200.00 |
| Jacki Shackleton | Utility Collector | \$200.00 |

BE IT FURTHER RESOLVED, that for out-of-town business trips, employees, and officers of the Town of Newton who use their personal means of transportation shall be reimbursed, in accordance with the IRS standard allowance for business miles driven, in effect at the time of travel, from Newton to the point of destination and return during calendar year 2025.

RESOLUTION #48-2025*

“AUTHORIZE THE AWARD OF A REQUIRED DISCLOSURE CONTRACT FOR PAULUS, SOKOLOWSKI AND SARTOR, LLC AS ALTERNATE WATER AND SEWER ENGINEERS FOR THE TOWN OF NEWTON FOR CALENDAR YEAR 2025”

WHEREAS, the Town of Newton requires the services of a qualified alternate Water and Sewer Engineer for the Town of Newton on an annual basis through a contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, Sean Canning, QPA, of the Canning Group, LLC, Newton's Qualified Purchasing Agent, has determined and certified in writing the value of the services will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the 2025 calendar year; and

WHEREAS, the firm Paulus, Sokolowski and Sartor, LLC, in the aggregate is expected to exceed the pay to play threshold of \$17,500.00; and

WHEREAS, Paulus, Sokolowski and Sartor, LLC, has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure form which certifies Paulus, Sokolowski and Sartor, LLC., has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and the contract will prohibit them from making any reportable contributions through the term of the contract; and

January 15, 2025

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, the Town Council of the Town of Newton authorizes the Town Manager to enter into a contract with Paulus, Sokolowski and Sartor, LLC not to exceed \$100,000.00 for the 2025 calendar year; and

BE IT FURTHER RESOLVED, the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

RESOLUTION #49-2025*

“AUTHORIZE THE AWARD OF A REQUIRED DISCLOSURE CONTRACT FOR KKPR MARKETING AND PUBLIC RELATIONS”

WHEREAS, the Town of Newton has a need to maintain an informative website, promote its marketing events through social media and other venues, and ensure the public is well informed regarding events sponsored by the Town of Newton and others, by KKPR Marketing and Public Relations, through a contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Sean Canning, QPA, Newton's Qualified Purchasing Agent, has determined and certified in writing the value of this contract will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the 2025 calendar year; and

WHEREAS, the services of KKPR Marketing and Public Relations in the aggregate is expected to be in excess of the pay to play threshold of \$17,500.00; and

WHEREAS, KKPR Marketing and Public Relations has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure form which certifies KKPR Marketing and Public Relations has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and the contract will prohibit KKPR Marketing and Public Relations, from making any reportable contributions through the term of the contract; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, that the Town Council of the Town of Newton authorizes the Town Manager to enter into a contract with KKPR Marketing and Public Relations not to exceed \$20,210.00 for the 2025 calendar year; and

BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification and the Determination of Value be placed on file in the Municipal Clerk's Office.

RESOLUTION #50-2025*

“REAPPOINTMENT OF KAI CRIMANDO AS ANIMAL CONTROL OFFICER FOR THE TOWN OF NEWTON”

WHEREAS, N.J.S.A. 4:19-15.16b, states a Governing Body of a municipality shall appoint a certified Animal Control Officer who shall be responsible for animal control within the jurisdiction; and

WHEREAS, Kai Crimando, has successfully satisfied the requirements pursuant to N.J.S.A. 4:19-15.16a as a Certified Animal Control Officer;

NOW, THEREFORE BE IT RESOLVED, that the Town Council of the Town of Newton hereby reappoints Kai Crimando as the Animal Control Officer for the Town of Newton for calendar year 2025.

January 15, 2025

RESOLUTION #51-2025*

“AUTHORIZING THE TOWN OF NEWTON TO ENTER INTO AN AGREEMENT WITH THE CANNING GROUP, LLC FOR THE PROVISION OF QUALIFIED PURCHASING AGENT SERVICES FOR CALENDAR YEAR 2025”

WHEREAS, the Town of Newton is in need of Qualified Purchasing Agent (“QPA”) services; and

WHEREAS, The Canning Group, LLC can provide QPA services, in accordance with N.J.S.A. 40A:11-9; and

WHEREAS, QPA services are exempt from bidding requirements per N.J.S.A. 40A:11-3, et. seq.; and

WHEREAS, the Town of Newton desires to enter into an agreement with The Canning Group, LLC for QPA services, effective January 1, 2025 through December 31, 2025, based on the proposal submitted September 24, 2024 in the amount of \$9,000.00; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, County of Sussex, State of New Jersey, as follows:

3. The Town Manager is hereby authorized to execute the Agreement between the Town of Newton and The Canning Group, LLC for QPA services based on the proposal submitted dated September 24, 2024 in the amount of \$9,000.00; and
4. Sean P. Canning, MPA, QPA is hereby appointed as Qualified Purchasing Agent (QPA) for the Town of Newton effective January 1, 2025 through December 31, 2025.

RESOLUTION #52-2025*

“AUTHORIZING THE TOWN OF NEWTON TO ENTER INTO AN AGREEMENT WITH PHOENIX ADVISORS, LLC IN CONNECTION WITH THE CONTINUING DISCLOSURE REQUIREMENTS AS OUR INDEPENDENT REGISTERED MUNICIPAL ADVISOR”

WHEREAS, the Town of Newton (“Town”) needs to engage the professional services of a financial advisory firm to advise the Town in connection with the Continuing Disclosure Requirements and issuance of Bonds and/or Notes and other matters relating to fiscal management; and

WHEREAS, Phoenix Advisors, LLC (“Phoenix”), 625 Farnsworth Avenue, Bordentown, NJ, 08505, provides such professional advisory services, and is a Registered Municipal Advisor with the Securities and Exchange Commission and the Municipal Securities Rulemaking Board, and has heretofore been appointed by the Town to provide the same for the calendar year 2025; and

WHEREAS, Phoenix will perform, as Financial Advisor, tasks more fully described in the proposal dated December 18, 2024; and

WHEREAS, the Town will compensate Phoenix for Financial Advisory Services, in accordance with the Agreement dated December 18, 2024; and

WHEREAS, the parties desire hereby to set forth the full terms and conditions under which Phoenix will provide professional advisory services to the Town, as set forth in the Agreement attached hereto;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, County of Sussex, State of New Jersey that the Town Manager is hereby authorized to execute an agreement with Phoenix Advisors, LLC in connection with the issuance of Bonds and/or Anticipation Notes, also all Continuing Disclosure Requirements.

January 15, 2025

RESOLUTION #53-2025*

“AUTHORIZE THE AWARD OF A REQUIRED DISCLOSURE CONTRACT FOR SUBURBAN CONSULTING ENGINEERS AS SEWER ENGINEERS FOR THE TOWN OF NEWTON FOR CALENDAR YEAR 2025”

WHEREAS, the Town of Newton requires the services of a qualified Sewer Engineer for the Town of Newton on an annual basis through a contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, Sean Canning, QPA, of the Canning Group, LLC, Newton's Qualified Purchasing Agent, has determined and certified in writing the value of the services will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the 2025 calendar year; and

WHEREAS, the firm Suburban Consulting Engineers in the aggregate is expected to exceed the pay to play threshold of \$17,500.00; and

WHEREAS Suburban Consulting Engineers has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure form which certifies Suburban Consulting Engineers has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, the Town Council of the Town of Newton authorizes the Town Manager to enter into a contract with Suburban Consulting Engineers not to exceed \$100,000.00 for the 2025 calendar year; and

BE IT FURTHER RESOLVED, the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

RESOLUTION #54-2025*

“AUTHORIZE THE AWARD OF A REQUIRED DISCLOSURE CONTRACT TO SCHENCK, PRICE, SMITH & KING, LLP FOR TAX APPEAL AND MUNICIPAL CONFLICT ATTORNEY FOR 2025”

WHEREAS, there exists a need for a Tax Appeal and Municipal Conflict Attorney for the Town of Newton, in the County of Sussex, State of New Jersey for 2025; and

WHEREAS, such legal services can be provided best by the Law Firm of Schenck, Price, Smith & King, LLP, Sparta, New Jersey; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised;

NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF NEWTON, IN THE COUNTY OF SUSSEX AS FOLLOWS:

1. The Law Firm of Schenck, Price, Smith & King, LLP, Sparta, New Jersey is hereby retained to provide the specialized legal services necessary in connection with Tax Appeal matters and Municipal Conflict Attorney in accordance with Agreements based on the proposal dated as of November 5, 2024 and submitted to the Town (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-

- 5(1)(a), because it is for services performed by persons authorized by law to practice a recognized profession.
3. The services to be rendered by the Law Firm of Schenck, Price, Smith & King, LLP, shall be on an "as needed" requirement, as sought by the Town of Newton in amounts **not to exceed \$25,000** for Tax Appeal Counsel, and **\$10,000** for Municipal Conflict Attorney.
 4. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Town and notice of this action shall be published once in the New Jersey Herald.

RESOLUTION #55-2025*

"APPOINTMENT OF JOHN-PAUL E. COUCE AS TOWN COUNCIL LIAISON TO THE ADVISORY SHADE TREE COMMISSION"

BE IT RESOLVED, by the Town Council of the Town of Newton that Councilmember John-Paul E. Couce be and is hereby appointed to the Advisory Shade Tree Commission as the Town Council liaison member for calendar year 2025.

RESOLUTION #56-2025*

"AUTHORIZE THE AWARD OF A REQUIRED DISCLOSURE CONTRACT TO THE CHILLA BUSINESS COUNSEL, LLC FOR LABOR RELATIONS ATTORNEY FOR 2025"

WHEREAS, there exists a need for a Labor Relations Attorney for the Town of Newton, in the County of Sussex, State of New Jersey for 2025; and

WHEREAS, such legal services can be provided best by the Law Firm of The Chilla Business Counsel, LLC, Morristown, New Jersey; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised;

NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF NEWTON, IN THE COUNTY OF SUSSEX AS FOLLOWS:

1. The Law Firm of The Chilla Business Counsel, LLC, Morristown, New Jersey is hereby retained to provide the specialized legal services necessary in connection with Labor Relations in accordance with Agreements based on the proposal dated as of November 11, 2024 and submitted to the Town (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), because it is for services performed by persons authorized by law to practice a recognized profession.
3. The services to be rendered by the Law Firm of The Chilla Business Counsel, LLC, shall be on an "as needed" requirement, as sought by the Town of Newton in amounts **not to exceed \$50,000**.
4. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Town and notice of this action shall be published once in the New Jersey Herald.

RESOLUTION #57-2025*

"GRANTING AUTHORITY FOR APPROVAL OF CERTAIN PURCHASES IN EXCESS OF THE BID THRESHOLD THROUGH NEW JERSEY STATE CONTRACTS AND/OR PURCHASING COOPERATIVES FOR 2025"

WHEREAS, a need exists for the acquisition of various goods and services contained within cooperative contracts and over the bid threshold as aggregation of commodities, for the daily operations of the Town of Newton; and

WHEREAS, the Town of Newton may, without advertising for bids, purchase such materials through the New Jersey State Purchase and Property State Contracts and other approved Regional Cooperative Purchasing Systems of which the Town of Newton is a member, pursuant to N.J.S.A. 40A:11-11, N.J.S.A. 40A:11-12, and N.J.A.C. 5:34-7.29 et. Seq.; and

WHEREAS, under the State Cooperative Contract, or Designated Regional Cooperative Contract award, the following vendors hold valid cooperative contracts in accordance with the New Jersey Local Public Contracts Law:

| | | | | |
|--|---------------------|--------------|--|------------|
| Advanced Auto Parts | R-LD-23013-01 | Omnia | Auto Parts | 10/31/2028 |
| Amazon | #RTC- 17006 | Omnia | General merchandise | 1/31/2026 |
| American Hose & Hydraulic | 40866 | NJ State | T0126 - OEM & NON-OEM MAINTENANCE & REPAIR SERVICES FOR LIGHT/MEDIUM DUTY VEHICLES | 3/17/2025 |
| Applied Concepts, Inc, dba Stalker Radar | 17-FLEET-00726 | NJ State | T0106 - Law Enforcement Firearms Equipment and Supplies | 5/14/2025 |
| Atlantic Salt | BC-BID-24-48 | Bergen | Roadway Rock Salt | 9/30/2025 |
| AXON Enterprises | 17-FLEET-00738 | T0106 | Police Equipment/ Tasers | 5/14/2025 |
| Bergen Fence | BC 24-07 | Bergen Co Op | Fencing | 3/19/2026 |
| Campbell Freightliner LLC | Somerset CC-0129-23 | Somerset | Original Equipment Manufactured Parts and Repairs, Heavy Duty Vehicles | 11/21/2025 |
| CDW | ESCNJ/AEPA-22G | | Technology Supplies & Services | 5/24/2026 |
| Cintas Corporation | 99297 | Bergen | NOI - Facilities Management Products and Solutions – Uniform Rentals | 10/31/2025 |
| Cliffside Auto Body | 23-26 & 23-26.1 | Bergen Co-Op | Automotive - Mechanical Repair Services - CK04 COOP | 1/16/2026 |

| | | | | |
|--|--|----------|---|------------|
| Continental Fire & Safety | 17-FLEET-00802 | T0790 | Firefighter Protective Clothing and Equipment | 6/14/2025 |
| CONTINENTAL FIRE & SAFETY INC New Jersey Fire Equipment Co Tasc Fire Apparatus Inc. Globe Manufacturing Company LLC State Line Fire & Safety Inc MUNICIPAL EMERGENCY SERVICES Witmer Public Safety Group Inc. AAA Emergency Supply Co Inc | 17-FLEET-00805 | | FIREFIGHTER GEAR | 6/14/2025 |
| Creative Management | Contract #12: #2 Ultra Low Sulfur Diesel Fuel | MCCPC | Diesel | 12/31/2025 |
| Custom Bandag (Goodyear Tire & Rubber Co.) | socCC- CC-0016-23 | | Tires, Tubes and Services | 6/22/2025 |
| Custom Bandag (Goodyear Tire & Rubber Co.) | socCC-0016-21 | | Tires, Tubes and Services | 6/13/2025 |
| Dell | 20-TELE-01510 | M0003 | Software License & Related Service | 5/24/2026 |
| Dell | 24-TELE-71883 | M0483 | Computer Equipment and Peripherals | 6/30/2025 |
| Eagle Point Gun | 17-FLEET-00721 | T0106 | Law Enforcement Firearms Equipment and Supplies | 5/31/2025 |
| East Coast Emergency Lighting | 23-FLEET-68813 | NJ State | T0106 - Law Enforcement Firearms Equipment and Supplies | 3/31/2027 |
| East Coast Salt Distribution | 24-49 | Bergen | Bagged Ice melt Products | 4/30/2025 |
| Eastern Auto Parts | T2761 | NJ State | Auto Parts | 2/25/2025 |

| | | | | |
|---|----------------------------|--------------|--|------------|
| Eastern Autoparts Warehouse | State 86011 | NJ State | Fleet Parts and Accessories Non-OEM for Light duty Vehicles | 2/25/2025 |
| ELITE EMERGENCY SERVICES | 17-FLEET-00749 | | EMERGENCY LIGHTING AND OTHER VEHICLE ACCESSORIES | 5/14/2025 |
| Ex Tech Building Materials | Sussex | | Calcium Chloride De-Icing Chemicals (Sussex County Cooperative) | 9/21/2025 |
| Firefighter One LLC | 17-FLEET-00807 | T0790 | Police Security Equipment and Supplies | 6/14/2025 |
| Firefighter One LLC | 17-FLEET-00734 | T-0106 | Police Security Equipment and Supplies | 5/14/2025 |
| Firefighter One LLC HAIX North America All Hands Fire Equipment Witmer Public Safety Group Inc. Skylands Area Fire Equipment & Training LLC DiVal Safety & Equipment | 17-FLEET-00809/00810/00810 | NJ State | T0790 Firefighter Protective Clothing and Equipment | 6/14/2024 |
| Foveonics | ESCNJ 22/23-11 | ESCNJ | Document Imaging | 6/30/2025 |
| Garden State Labs | HCESC-Ser-21-05-R | HCESC | Lab Testing | 6/7/2025 |
| Gabrielli Kenworth of NJ LLC | Somerset CC-0129-23 | Somerset | Original Equipment Manufactured Parts and Repairs, Heavy Duty Vehicles | 11/21/2025 |
| Gabrielli Truck Sales | 97568 | | BC-BID-21-60 - Automotive Parts and Accessories - COOP | 8/13/2025 |
| Goosetown Communications | BID - CK04 COOP | Bergen Co op | Vehicle upfitting | Jan 2026 |
| Goosetown Enterprises | 83892 | NJ State | T0109 - RADIO COMMUNICATION EQUIPMENT AND ACCESSORIES | 4/30/2025 |

| | | | | |
|--|---|--------------|---|---------------------------|
| Griffith-Allied Trucking, LLC (dba Allied Oil) | CONTRACT #1: MOTOR GASOLINE | MCCPC | Gasoline | 12/31/2024 |
| Home Depot/ Lowes | 18-FLEET-00234 | NJ State | Hardware and building supply | 12/31/2026 |
| Hudson County Motors | 24-36 | Bergen Co-op | Large Scale: Parts & Repair Services - CK04 COOP | 12/3/2026 |
| Majestic Oil | 19-FOOD-01098 | | T1845 Ultra-Low Sulfur Diesel and Biodiesel Fuel | 04/01/2020 03/31/2025 |
| Majestic Oil | 19-FLEET-00972 | | T0083 Unleaded Automotive Gasoline | 11/01/2019- 10/31/2025 |
| Millennium Strategies | 120904 | Bergen | BC-RFP-22-008 - Grant Writing Services Coop | 6/14/2025 |
| Morton Salt | CONTRACT #3: ROCK SALT & CALCIUM CHLORIDE | | MCCPC | 10/31/2025 |
| Morton Salt | Sussex | | Rock Salt | 5/31/2025 |
| Motorola Solutions | 83909 | T0109 | Radio Communications Equipment and Accessories | 4/30/2025 |
| Motorola Solutions | 83925 | T0109 | Radio Communications Equipment and Accessories | 4/30/2025 |
| Motorola Solutions | 23-FLEET-33791 | T0106 | Law Enforcement Firearms Equipment and Supplies | 5/31/2025 |
| Municipal Emergency Services | 17-FLEET-00818 | T0790 | Firefighter Protective Clothing and Equipment | 6/2025 |
| North Church Gravel | Sussex | | Ice Control Material (Snow Grits) (Sussex County Cooperative) | 8/10/2025 |
| NORTHEAST COMMUNICATIONS | 83898 | T0109 | RADIO COMMUNICATIONS | 4/30/2025 |
| Rachles Michele's | Gasoline, Diesel, Fuel Oil: | Bergen | 23-34 | 3/2/2026 |

| | | | | |
|-------------------------------------|--|---------------------|--|------------|
| | Bergen County Coop | | | |
| Rachles Michele's | 19-FOOD-01099 | NJ State | T1845 Ultra-Low Sulfur Diesel and Biodiesel Fuel | 3/31/2025 |
| Rachles Michele's | 19-FLEET-00973 | NJ State | T0083 Unleaded Automotive Gasoline | 3/31/2025 |
| Rapid Pump & Meter | | Bergen | BC-BID-21-13 - Pump and Meter Repair Services - Catalog – COOP | 10/18/2025 |
| Rapid Pump & Meter | | Bergen | BC-C-23-017 24 MONTH ELECTRICAL AND MECHANICAL SERVICE CONTRACT | 10/19/2024 |
| Riverview Paving | Sussex | | 2024 Sussex County Road Resurfacing - Sussex County Cooperative | 11/25/2025 |
| SHI International | New Jersey Cooperative Purchasing Alliance | CK-04/ BC Bid 22-24 | Computer equipment, software and peripherals | 6/1/2026 |
| STAVOLA CONSTRUCTION MATERIALS, INC | Sussex | | Bituminous Concrete Aggregates & Broken Stone (Sussex County Cooperative) | 4/27/2025 |
| Taylor Oil Company | 19-FOOD-01097 | NJ State | T1845 Ultra-Low Sulfur Diesel and Biodiesel Fuel | 3/31/2025 |
| Tony Sanchez Ltd | 83906 | | T2108 - MAINT. & REPAIR FOR HEAVY DUTY VEHICLES (CLASS 5 OR HIGHER, OVER 15,000 LB GVWR) | 11/20/2025 |
| Tree King Inc | MCCPC # 18 | | Tree Removal and Brush Grinding | 12/31/2025 |
| WB Mason | ESCNJ 21/22-22 | ESCNJ | Office Supplies | 1/31/2025 |
| WB Mason | 24-COMG-78752 | State Contract | T0052 Office Supplies and Recycled Copy Paper Statewide | 2/28/2027 |

| | | | | |
|---|----------------|----------------|---|------------|
| IMPAC UNIVERSAL FUEL SERVICES (D/B/A MANSFIELD OIL COMPANY) | 24-GNSV1-52509 | 10/18/2025 | M2022 - FUEL CREDIT SERVICES STATEWIDE | 10/18/2025 |
| WB Mason | 24-COMG-78752 | State Contract | T0052 Office Supplies and Recycled Copy | 2/28/2027 |

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Newton, County of Sussex, State of New Jersey, as follows:

1. The Qualified Purchasing Agent (QPA) upon receipt of an identified need and direction from the Town is hereby authorized to approve purchases in the aggregate over the bid threshold from the list of approved cooperative contracts, through New Jersey State Contracts and/or Purchasing Cooperatives to which the Town of Newton is a member without further action from Council, provided that funds are available to cover the expenditure.
2. Purchase approvals made by the Qualified Purchasing Agent (QPA) by virtue of the adoption of this Resolution shall be subject to the provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and that no amount of any contract shall be in excess of the bid threshold in a single purchase or the aggregate without express individual resolutions authorizing such cooperative purchases by contract number.

RESOLUTION #58-2025*

“APPROVAL OF EXTENSION OF CONTRACT CHEMICAL SUPPLY BID #16R-2022”

WHEREAS, there is a need for Chemical Supplies for use at the Town of Newton Water and Sewer Treatment Plants; and

WHEREAS the Town publicly advertised in a fair and open manner consistent with N.J.S.A. 19:44A-20.5 and received and opened bids for Bid #16R-2022 Chemical Supply; and

WHEREAS the Town awarded the bid through Resolution #81-2023 on February 13, 2023; and

WHEREAS, the New Jersey Local Public Contracts Law at N.J.S.A. 40A:11-15 allows for two (2), one (1) year extensions to bid contracts, or one (1), two (2) year extension to bid contracts; and

WHEREAS, it is the desire of the Town to extend the bid contract awarded for an additional one (1) year under the tenets as found within Bid #16R-2022; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, in the County of Sussex as follows:

1. **Main Pool & Chemical Co. Inc., 110 Commerce Road, Dupont, Pennsylvania 18641** is awarded a one (1) year contract for Bid Item 1 - Liquid sodium carbonate, as called for in the Specifications 90,000 gallons 15% yearly at the rate of \$1.37/gallon - \$123,300.00, 3-5 days;
2. **Holland Company Inc., 153 Howland Avenue, Adams, Massachusetts 01220** is awarded a one (1) year contract for Bid Item 2 - Epic WWW 2400 24,000 – 26,000 gallons yearly at the rate of \$5.71/Gallon estimated yearly at \$137,040-\$148,450.00, deliverable in 1-3 days;

3. **JCI Jones Chemicals Inc., 1765 Ringling Blvd., Sarasota, Florida 34236**, is awarded a one (1) year contract for Bid Item 3 - Liquid gas sulfur dioxide, as called for in the Specifications 10,950 pounds at the rate of \$1.5333/ gallon, estimated at \$16,789.64;
4. **Main Pool & Chemical Co. Inc., 110 Commerce Road, Dupont, Pennsylvania 18641**, is awarded a one (1) year contract for Bid Item 5 - Liquid Sodium Hydroxide, as called for in Specifications 5,500 gallons 25%, at the rate of \$4.28/gallon - \$23,540.00;
5. **George S. Coyne Chemical Company Inc., 3015 State Road, Croydon, Pennsylvania 19021-6997** is awarded a one (1) year contract for Bid Item 6 - Liquid Hydrofluosilic Acid, as called for in Specifications 1,250 gallons \$7.5458/gallon - \$9,432.25;
6. **Main Pool & Chemical Co. Inc., 110 Commerce Road, Dupont, Pennsylvania 18641**, is awarded a one (1) year contract for Bid Item 7 - Liquid Sodium Hypochlorite, as called for in Specifications 7,500 gallons, at the rate of \$3.90/gallon - \$29,250.00, 3-5 days.

RESOLUTION #59-2025*

“AUTHORIZING CHANGE ORDER NO. 1 FOR THE PROPOSED IMPROVEMENTS TO DOUMA DRIVE, DOUMA COURT, VALLEY VIEW COURT, AND BABBIT COURT PROJECT – DENVILLE LINE PAINTING, INC.”

WHEREAS, the Newton Town Council adopted Resolution #206-2024, awarding the Line Striping Improvements to Douma Drive, Douma Court, Valley View Court, and Babbit Court Project, to Denville Line Painting, Inc., through the Morris County Co-op, in the amount of \$3,628.45; and

WHEREAS, the Town Engineer's Office and Harold E. Pellow, of Harold E. Pellow & Associates, Inc., recommends in a memorandum dated December 23, 2024, approving Change Order No. 1 for the above referenced project for a decrease in the amount of \$24.57 for a new contract total of \$3,603.88;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, that it hereby concurs with the Town Engineer Office's memorandum and recommendation, and accepts Change Order No. 1 for the Line Striping Improvements to Douma Drive, Douma Court, Valley View Court, and Babbit Court Project; and

BE IT FURTHER RESOLVED, that a copy of Change Order No. 1, and Mr. Pellow's memo be attached to and made part of this Resolution.

RESOLUTION #60-2025*

“AUTHORIZE AWARD OF CONTRACT FOR PHILLIPS, PREISS, GRYGIEL, LEHENY, HUGHES, LLC AS CONFLICT TOWN PLANNER FOR THE TOWN OF NEWTON FOR 2025”

WHEREAS, there exists a need for a conflict professional planner to be appointed to represent the Town of Newton and its various entities through a professional services agreement under N.J.S.A. 40A:11-5; and

WHEREAS, Phillips, Preiss, Grygiel, Leheny, Hughes, LLC has provided a rate schedule which is included in their proposal dated November 18, 2024; and

WHEREAS, Phillips, Preiss, Grygiel, Leheny, Hughes, LLC has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure Form, which certifies they have not made any reportable contributions to a political candidate or committee in the Town of Newton in the previous one (1) year period and that the contract will prohibit them from making any reportable contributions through the term of the contract;

January 15, 2025

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, County of Sussex, State of New Jersey that the Town Manager is hereby authorized to execute an agreement with Phillips, Preiss, Grygiel, Leheny, Hughes, LLC for the Conflict Town Planner services for the Town and/or other applicable entities.

RESOLUTION #61-2025*

“RESOLUTION SUPPORTING THE IMPLEMENTATION PLAN OF THE NEIGHBORHOOD PRESERVATION PROGRAM FOR 2025”

WHEREAS, the Town of Newton applied for and obtained a grant from the New Jersey Department of Community Affairs (NJDCA) Neighborhood Preservation Program (NPP) for \$125,000 with a \$25,000 match from the Town of Newton for a total budget of \$150,000 annually for five years starting in 2022; and

WHEREAS, the purpose of this grant is to bolster economic development by making physical improvements in the Newton Town Center District including creating public art, placemaking, enhancing the Town's online presence, signage improvements, and commercial façade improvements in the district, which is a neighborhood that qualifies for assistance; and

WHEREAS, the Town of Newton has created a Neighborhood Preservation Program Implementation Plan; and

WHEREAS, the Neighborhood Preservation Program Implementation Plan dated January 3, 2025 has been submitted to the Department of Community Affairs for approval;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Town of Newton that the Town of Newton fully supports the Neighborhood Preservation Program Implementation Plan for 2025 and its submission to the Department of Community Affairs.

RESOLUTION #62-2025*

“AUTHORIZING CHANGE ORDER NO. 7 FOR RENOVATIONS TO NEWTON FIREHOUSE #1”

WHEREAS, a need existed for the bidding of a project known as “Renovations to Newton Firehouse #1” within the Town of Newton; and

WHEREAS, the Town of Newton advertised and received bids in a fair and open manner on November 11, 2023, and TNS Construction, LLC, 1294 Waterloo Road, Stanhope, NJ 07874 was determined to be the lowest responsible bidder with a bid of \$1,497,000.; and

WHEREAS, on March 25, 2024, the project was awarded to TNS Construction, LLC by Resolution #104-2024; and

WHEREAS, the Town of Newton has received a request for Change Order No. 7, dated December 17, 2024, from TNS Construction, LLC, identifying unforeseen conditions at time of bid award, necessitating a change order in the amount of \$5,500.00; and

WHEREAS, the Town Architect on this Project, recommends accepting the proposed Change Order No. 7, which will result in a change order increase of 0.0036% for a total contract amount of \$1,502,500.00; and

WHEREAS, the aggregate amount of change orders is less than 20% in accordance with N.J.A.C. 5:30-11.8.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Town Council of the Town of Newton, County of Sussex, State of New Jersey that the Town hereby authorizes the issuance of Change Order No. 7 to the contract with TNS Construction, LLC, 1294

January 15, 2025

Waterloo Road, Stanhope, NJ 07874 for an increase of 0.0036% (\$5,500.00) for a total contract amount of \$1,502,500.00; and

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be forwarded to the Town of Newton Chief Municipal Financial Officer, the Town of Newton Engineer on this Project, and to TNS Construction, LLC.

RESOLUTION #63-2025*

“APPOINTMENT OF MATHIAS BANNER AS A CLASS C, REGULAR MEMBER OF THE HISTORIC PRESERVATION ADVISORY COMMISSION”

WHEREAS, there is currently a vacancy on the Historic Preservation Advisory Commission for a Class C, Regular Member due to the resignation of Harry Kaplan; and

WHEREAS, Mathias Banner, currently Alternate No. 2 on the Historic Preservation Advisory Commission has expressed interest in serving as a Class C, Regular Member on the Commission;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that Mathias Banner is hereby appointed to an unexpired four-year term as a Class C, Regular Member of the Newton Historic Preservation Advisory Commission, effective immediately with said term continuing to December 31, 2026.

RESOLUTION #64-2025*

“RESOLUTION TO EXTEND THE 2025 BUDGET PROCESS DATES”

WHEREAS, the Local Finance Board has authorized revisions to the statutory budget deadlines as per Local Finance Notice LFN 2024-20 dated December 18, 2024; and

WHEREAS, these revisions permit municipalities to extend the deadlines for the submission of the Municipal Annual Financial Statement, as well as the introduction and adoption of the budget; and

WHEREAS, to avail itself of these revised dates, the Governing Body must adopt a Resolution by no later than March 31, 2025;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, County of Sussex, State of New Jersey, that the Town of Newton hereby avails itself of the revised budget introduction and adoption dates for the calendar year 2025 budget as follows:

Submission of the Municipal Annual Financial Statement (AFS): Extended from February 10th to March 7, 2025

Budget Introduction Date: Extended to March 31, 2025

Budget Adoption Date: Extended to April 30, 2025

BE IT FURTHER RESOLVED that the temporary budget appropriations are hereby extended as may be necessary to accommodate this extension of the budget introduction and adoption dates.

BE IT FURTHER RESOLVED that the Chief Municipal Financial Officer/Finance Director is directed to submit a certified copy of this resolution to the Director of the Division of Local Government Services using the Financial Automation Submission Tracking (FAST) system, as required by Local Finance Notice LFN 2024-20.

RESOLUTION #65-2025*

“APPROVE BILLS AND VOUCHERS FOR PAYMENT”

BE IT RESOLVED by the Town Council of the Town of Newton that payment is hereby approved for all vouchers that have been properly authenticated and presented for

payment, representing expenditures for which appropriations were duly made in the 2023 and 2024 Budgets adopted by this local Governing Body, including any emergency appropriations, and where unexpended balances exist in said appropriation accounts for the payment of such vouchers.

List of Bills - CLEARING/CLAIMS

| Check No. | Vendor # | Vendor | Amount |
|------------------|-----------------|--------------------------------------|---------------------|
| 12288 | 2799 - | AFLAC | \$4,519.36 |
| 12289 | 3869 - | AMERICAN FIDELITY ASSURANCE | \$1,339.60 |
| 12290 | 3868 - | AMERICAN FIDELITY ASSURANCE COMPANY | \$1,366.64 |
| 12291 | 4744 - | APPRAISAL SYSTEMS INC. | \$5,000.00 |
| 12292 | 300 - | BRIGHTSPEED | \$184.53 |
| 12293 | 702 - | C W A LOCAL 1032 | \$605.26 |
| 12294 | 2589 - | DENVILLE LINE PAINTING, INC. | \$3,603.88 |
| 12295 | 4775 - | ENGIE POWER & GAS LLC #411330 | \$6,561.30 |
| 12296 | 4385 - | ERIC M. BERNSTEIN & ASSOCIATES, LLC. | \$3,380.00 |
| 12297 | 113 - | JCP&L | \$2,743.12 |
| 12298 | 3644 - | JOHNNY ON THE SPOT, LLC. | \$453.00 |
| 12299 | 2278 - | LANGUAGE LINE SERVICES, INC. | \$8.04 |
| 12300 | 700 - | NEWTON PATROLMANS ASSOCIATION | \$1,710.00 |
| 12301 | 1745 - | NEWTON SUPERIOR OFFICERS | \$840.00 |
| 12302 | 4383 - | OPTIMUM | \$79.85 |
| 12303 | 1407 - | PASSAIC VALLEY SEWERAGE COMM. | \$6,804.00 |
| 12304 | 64 - | PELLOW, HAROLD & ASSO, INC. | \$4,702.02 |
| 12305 | 4126 - | PROFESSIONAL CONSULTING INC. | \$11,750.00 |
| 12306 | 126 - | SCMUA | \$1,701.91 |
| 12307 | 2257 - | STAPLES | \$2,371.02 |
| 12308 | 102 - | SUSSEX CAR WASH INC | \$136.00 |
| 12309 | 4278 - | TEXAS LIFE INSURANCE COMPANY | \$176.90 |
| 12310 | 2781 - | THE CHILLA BUSINESS COUNSEL | \$204.00 |
| 12311 | 676 - | THE EQUITABLE | \$45,260.00 |
| 12312 | 2675 - | TIRE KING, INC. | \$7,372.46 |
| 12313 | 4512 - | Town of Newton Clerk | \$1,000.00 |
| 12314 | 2880 - | TRACTOR SUPPLY | \$305.42 |
| 12315 | 691 - | TRANS WORLD ASSURANCE CO. | \$800.00 |
| 12316 | 4152 - | UNITED SITE SERVICES, INC | \$14,391.72 |
| 12317 | 1257 - | UNUM LIFE/DISABILITY INSUR | \$1,710.34 |
| 12318 | 2716 - | UPSEU LOCAL 424J | \$1,596.00 |
| 12319 | 1500 - | WALMART | \$64.46 |
| Total | | | \$132,740.83 |

A motion was made by Mr. Dickson to approve the **COMBINED ACTION**

RESOLUTIONS, seconded by Mrs. Diglio and roll call resulted as follows:

| | | | |
|-------------|----------------|-------------|-----|
| Mr. Couce | Yes | Mr. Dickson | Yes |
| Mrs. Diglio | Yes | Mrs. Teets | Yes |
| | Mayor Le Frois | Yes | |

RESOLUTIONS

RESOLUTION #27-2025

“CONCUR WITH THE TOWN MANAGER’S APPOINTMENT OF SPECIAL POLICE OFFICERS”

WHEREAS, within Chapter Thirty, Police Department, of the Code of Town of Newton, NJ, it indicates the Town Manager may appoint Special Police Officers for a term not to exceed one (1) year;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that this Governing Body concurs with the Town Manager's appointment of the following individuals as Special Police Officers for calendar year 2025:

January 15, 2025

Class II

Raul Couce

Miguel Aviles

Daisy Negrón

A motion was made by Mrs. Diglio to approve **RESOLUTION #27-2025**, seconded by Mrs. Diglio and the roll call resulted as follows:

| | | | |
|-------------|----------------|-------------|-----|
| Mr. Couce | Abstain | Mr. Dickson | Yes |
| Mrs. Diglio | Yes | Mrs. Teets | Yes |
| | Mayor Le Frois | Yes | |

APPOINTMENT

At this time, Mayor Le Frois made the Mayor's Appointment to the Planning Board by appointing the Town Manager, Thomas S. Russo, Jr., as a Class II Representative to the Newton Planning Board.

OPEN TO THE PUBLIC

Mayor Le Frois opened the meeting to the public.

Assemblyman Inganamort came forward and thanked Mayor Le Frois for the honor of administering her the Oath of Office. He went on to say Newton is primed to be great and he is looking forward to working together.

There being no one from the public to be heard, Mayor Le Frois closed the meeting to the public.

Mr. Russo thanked everyone for coming and invited everyone to stay for food and refreshments.

There being no further business to be heard, upon the motion of Mrs. Teets, seconded by Mrs. Diglio and carried, the meeting was unanimously adjourned at 12:56pm.

Respectfully submitted,



Teresa A. Oswin, RMC
Municipal Clerk