

**Town of Boonton**  
**REORGANIZATION MEETING AGENDA**  
**Monday, January 1, 2024**

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REORGANIZATION MEETING  
MAYOR AND TOWN COUNCIL  
MEETING BEGINS: 1:00 P.M.

TOWN OF BOONTON  
100 WASHINGTON STREET  
BOONTON, NEW JERSEY 07005

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**MEETING TO ORDER**

The Town Clerk will call the meeting to order at 1:00 P.M.

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**SALUTE TO THE FLAG**

The Mayor and Town Council will salute to the flag

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**ADEQUATE NOTICE**

**MAYOR'S STATEMENT**

This meeting is being held in person and livestreamed via Zoom. The public is invited to attend in person or to view the meeting by following the link below:

<https://us06web.zoom.us/j/85826555060>

Public comments are welcome in person or by submitting written comments to the Clerk of the Town Council which will be read during the public portion of the meeting. Written comments may be submitted via email with the subject line "Public Comment" to the Clerk of the Town Council, Elizabeth Bonsiewich at [ebonsiewich@boonton.org](mailto:ebonsiewich@boonton.org) or [townclerk@boonton.org](mailto:townclerk@boonton.org) or by mail addressed to Town Clerk, Town of Boonton, 100 Washington Street, Boonton, NJ 07005. Emailed comments must be received at least eight (8) hours prior to the meeting. Mailed comments must be received by 4:00 p.m. on the foregoing business day prior to the meeting.

Pursuant to the requirements of R.S. 10:4-10, the Clerk is directed to enter into the minutes of this meeting an accurate statement to the effect that:

1. Notice of the meeting was posted at Town Hall on December 27, 2023 and this agenda was posted on December 29, 2023.
2. Notice of the meeting was published in the Citizen of Morris County and the Daily Record Newspapers on December 27, 2023 and a copy of this agenda was forwarded to each of the Town's official newspapers on December 29, 2023.

This meeting is being recorded. The audio and video will be posted on the Town website subsequent to the meeting. Accordingly, all public participation shall be in person. There is a 5-minute limit per individual on all public comment.

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**OATH OF ALLEGIANCE**

The following members of the Town Council will take the Oath of Office:

<b>Mayor</b>	James A. Lynch
<b>1<sup>st</sup> Ward Council Member</b>	John P. Meehan
<b>2<sup>nd</sup> Ward Council Member</b>	Jacob W. Hettrich
<b>3<sup>rd</sup> Ward Council Member</b>	Robert J. Murray
<b>4<sup>th</sup> Ward Council Member</b>	Alexis Minson

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**ROLL CALL**

Position	Name	Present	Absent
1 <sup>st</sup> Ward Council Member	Mr. John P. Meehan		
1 <sup>st</sup> Ward Council Member	Mr. Cyril Wekilsky		
2 <sup>nd</sup> Ward Council Member	Mr. Jacob W. Hettrich		
2 <sup>nd</sup> Ward Council Member	Ms. Marie DeVenezia		
3 <sup>rd</sup> Ward Council Member	Mr. Robert J. Murray		
3 <sup>rd</sup> Ward Council Member	Mr. Daniel Balan		
4 <sup>th</sup> Ward Council Member	Ms. Alexis Minson		
4 <sup>th</sup> Ward Council Member	Mr. Benjamin Weisman		
Mayor	Mayor James Lynch		
Town Attorney	Mr. Fred Semrau		
Town Attorney	Mr. Edward Pasternak		
Administrator	Mr. Neil Henry		
Town Clerk	Ms. Bonsiewich		

**MAYOR'S ADDRESS**

**BOARD PRESIDENT NOMINATIONS**

*(Town Council will nominate and vote)*

**RESOLUTION 24-01**

**RESOLUTION TO APPOINT BOARD PRESIDENT**

**BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, that \_\_\_\_\_  
be and is hereby appointed Council President for the Year 2024.

Moved	Seconded	Voice Vote	
		In Favor _____	Against _____

**MAYOR'S APPOINTMENTS FOR TOWN COUNCIL**

COMMITTEE	CHAIR	COUNCIL MEMBER	COUNCIL MEMBER
Economic Development Advisory	Minson	DeVenezia	Weisman
Finance, Personnel & Administration	Weisman	Meehan	Balan
Parking	Murray	Weisman	Minson
Police	Meehan	DeVenezia	Wekilsky
Public Works	Balan	Hettrich	Murray
COMMISSIONS, BOARDS, ETC.		LIAISON	
Board of Education		Robert Murray	
Board of Health		Jake Hettrich	
Boonton Holmes Library		Alexis Minson	
Boonton Main Street		Alexis Minson	
Fire Commissioner		Cyril Wekilsky	
Historic Preservation Commission		Daniel Balan	
Housing Authority		Jake Hettrich	
Kiwanis Board		Cyril Wekilsky	
Morris County Commissioners		James Lynch	
Planning Board/Mayor's Designee		Marie DeVenezia	
Parks & Recreation		John Meehan	

## **MAYOR'S APPOINTMENTS OF BOARDS, COMMITTEES & COMMISSIONS**

<b>BOARD OF HEALTH</b>		
<b>NAME</b>	<b>TERM</b>	<b>EXPIRATION DATE</b>
Christine Ferguson	2 Years	12/31/25
Kelli Ann Shiels	2 Years	12/31/25
Juli Harpell-Elam, Alternate	1 Year	12/31/24
Achal Bhatt, Alternate	1 Year	12/31/24
<b>BOONTON HOLMES PUBLIC LIBRARY</b>		
<i>See Resolution 24-02 within the Consent Agenda</i>		
<b>HISTORIC PRESERVATION COMMISSION</b>		
<b>NAME</b>	<b>TERM</b>	<b>EXPIRATION DATE</b>
Anthony Scandariato	4 Years	12/31/27
Michael Wade	4 Years	12/31/27
Rob Salvo	4 Years	12/31/27
Victor Morvillo, Alternate 1	2 Years	12/31/25
Angela Russo, Alternate 2	2 Years	12/31/25
<b>HOUSING AUTHORITY</b>		
<b>NAME</b>	<b>TERM</b>	<b>EXPIRATION DATE</b>
Brian Vint	Unexpired Term	12/31/24
<b>PLANNING BOARD</b>		
<b>NAME</b>	<b>TERM</b>	<b>EXPIRATION DATE</b>
Adam Brewer	Class I, 4 Years	12/31/27
Mark Wrobel	Class I, 4 Years	12/31/27
Marie DeVenezia	Class I, Mayor's Designee	12/31/24
James Lynch	Class I, Mayor	12/31/27
Anthony Suppa	Class II, 1 Year	12/31/24
Alan Zambarano, Alternate	Class IV, 2 Years	12/31/25
<b>OFFICE OF EMERGENCY MANAGEMENT</b>		
Carl Wendt, Coordinator	3 Years	12/31/26
Scott Bednar, Deputy Coordinator	3 Years	12/31/26
Michael Gulla, Deputy Coordinator	3 Years	12/31/26
<b>LOCAL EMERGENCY COUNCIL</b>		
James Lynch, Mayor	2 Years	12/31/25
Anthony Cosentino, BFD Chief	2 Years	12/31/25
Neil Henry, Administrator	2 Years	12/31/25
Christopher Petonak, Captain	2 Years	12/31/25
Robert Presuto, BOE Superintendent	2 Years	12/31/25
Carl Wendt, OEM Director	3 Years	12/31/26
Michael Gulla, OEM Deputy Director	2 Years	12/31/25
Scott Bednar, OEM Deputy Director	2 Years	12/31/25
Jake Hettrich, Board of Health Liaison	2 Years	12/31/25

## **BOONTON FIRE DEPARTMENT APPOINTMENTS**

### **RESOLUTION 24-02**

### **RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF BOONTON ACCEPTING 2024 FIRE DEPARTMENT APPOINTMENTS**

**BE IT RESOLVED** by the Mayor and Council of the Town of Boonton that the following Fire Department appointments be made:

<b>POSITION</b> Chief: Deputy Chief: Battalion Chief:	<b>TERM: 1/1/24-12/31/25</b> Mr. Anthony Cosentino Mr. Glen Baker Mr. Anthony Bucco
<b>MAXFIELD HOSE &amp; ENGINE Co., No. 1</b> Captain:	<b>TERM: 1/1/24-12/31/25</b> Mike Mullany

Lieutenant: Chief Driver 303:	Ryan Baker Michael Colarusso
<b>SOUTH BOONTON HOSE &amp; ENGINE CO. NO. 3</b> Captain: Lieutenant: Chief Driver 305:	<b>TERM: 1/1/24-12/31/25</b> Matt Mondino Shane Dencker Stu Dencker
<b>MAXFIELD HOOK &amp; LADDER CO., NO. 1</b> Captain: Lieutenant: Chief Driver 301:	<b>TERM: 1/1/24-12/31/25</b> Bob DeStefano Dan Silva Jack Steinhauser
<b>SALVAGE &amp; RESCUE CO., NO. 2</b> Captain: Lieutenant: Chief Driver 302:	<b>TERM: 1/1/24-12/31/25</b> Nick Petonak Chris Piccioni Ray (RJ) Ryerson, Jr.
<b>HARMONY HOSE &amp; ENGINE CO. 2</b> Captain: Lieutenant: Chief Driver 304:	<b>TERM: 1/1/24-12/31/25</b> Anastasia Bohon Steven Striziver Edward Bohon

Moved	Seconded	Voice Vote	
		In Favor _____	Against _____

**2022-2023 Fire Chief Eric Joinson will be presented with the Chief's Badge**

**The foregoing officers will take their Oaths of Office**

**Chief:** Anthony Cosentino  
**Deputy Chief:** Glen Baker  
**Battalion Chief:** Anthony Bucco

**Captains:** Mike Mullany, Matt Mondino, Bob DeStefano, Nick Petonak, Anastasia Bohon

**Lieutenants:** Ryan Baker, Shane Dencker, Dan Silva, Chris Piccioni, Steven Striziver

## **CONSENT AGENDA**

*Resolution 24-03 through 24-47*

### **RESOLUTION 24-03**

**A RESOLUTION OF TOWN OF BOONTON, COUNTY OF MORRIS, STATE OF NEW JERSEY, REGARDING THE APPOINTMENT OF CITIZEN TRUSTEES TO THE BOONTON HOLMES LIBRARY**

**WHEREAS**, the Town Code of the Town of Boonton, at section 167-10, Trustees, number appointment and term; alternates, directs that in accordance with N.J.S.A. 40:54-9, et seq., the Boonton Holmes Public Library Board of Trustees shall be comprised of seven trustees, including the Mayor or his designated representative, the Superintendent of Boonton Public Schools or his representative, and five (5) citizens; and

**WHEREAS**, pursuant to N.J.S.A. 40:54-9, of those five (5) citizens trustees, at least four must be residents of the Town, and appointed by the Mayor with the consent of the Town Council, and for a five (5) year term beginning on January 1 and ending on December 31 of the last year; and

**WHEREAS**, the Town Code further directs, at section 167-11, Vacancies, that vacancies shall be filled for the unexpired term only; and

**WHEREAS**, it appearing that there was confusion with regard to citizen trustees' terms due to resignations, and the end of such terms.

**NOW THEREFORE, BE IT RESOLVED**, by the Town Council of the Town of Boonton, in the County of Morris and State of New Jersey, that the following persons are herein affirmed and/or appointed for the below noted terms, as Citizen Trustees to the Boonton Holmes Library:

Seat #1: Term 1/1/20 to 12/31/24; Jane Plaisted

Seat #2: Term 1/1/22 to 12/31/26, Sonia Chapman (new end date to conform with Ordinance)

Seat #3: Term 1/1/23 to 12/31/27, Jess Fricchione

Seat #4: Term 1/1/24 to 12/31/28, Marti Dani (Pat O’Gorman’s term replaced by Lauren Mills, in error)

Seat #5: Term 1/1/24 to 12/31/28, Wendy Wendt (Patty Reed’s term replaced by Vicki Sommers, in error)

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**RESOLUTION 24-04**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR 2024 PROFESSIONAL SERVICES**

**WHEREAS**, the Town of Boonton has a need to acquire professional services as a non-fair and open contract; and

**WHEREAS**, the Chief Financial Officer has determined and certified in writing that the value of these acquisitions will exceed \$17,500.00; and

**WHEREAS**, the following Professionals (Contracting Entities) have submitted proposals indicating their services and they are on file in the Clerk’s office; and

**WHEREAS**, the Contracting Entities have completed and submitted their Business Entity Disclosure Certifications which certify that the Contracting Entities have not made any reportable contributions to a political or candidate committee in the Town of Boonton in the previous one year; and that the contract will prohibit the Contracting Entity from making any reportable contributions through the term of the contract; and

**NOW THEREFORE, BE IT RESOLVED** that the Council of the Town of Boonton hereby authorizes the mayor to enter into contracts with the Contracting Entities as described herein.

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

Professional Service	Name	Address	Term	Not to Exceed
Attorney	Fred Semrau, Esq. Dorsey & Semrau	714 Main Street Boonton, NJ 07005	01/01/24 – 12/31/24	\$ 90,000.00
Auditor	Lerch, Vinci & Higgins, LLP	17-17 Rt. 208 Fairlawn, NJ 07410	01/01/24 - 12/31/25	\$ 45,000.00
Bond Counsel	Robert Beinfield, Esq. Hawkins, Delafield & Wood	1 Gateway Center Newark, NJ 07102	01/01/24 – 12/31/24	\$ 30,000.00
Engineer – General	Samantha Anello Mott MacDonald	111 Wood Avenue S. Iselin, NJ 08830	01/01/24 – 12/31/24	\$ 45,000.00
Engineer – Water	Andrew Holt, PE, PP, CME Suburban Consulting Engineers, Inc.	96 US Route 206, #101 Flanders, NJ 07836	01/01/24 – 12/31/24	\$ 50,000.00
Finance Staffing	Matthew Laracy Laracy Associates, LLC	50 Morse Street Cranford, NJ 07016	01/01/24 – 12/31/24	\$ 33,000.00
Disclosure Agent Municipal Advisor	Phoenix Advisors, LLC	625 Farnsworth Ave. Bordentown, NJ 08505	01/01/24-12/31/24	\$ 1,600.00
Labor Counsel	Matthew J. Giacobbe, Esq. Cleary Giacobbe Alfieri Jacobs, LLC	7 James Street Florham Park, NJ	01/01/24 –12/31/24	\$ 30,000.00
Planner	Topology NJ, LLC	60 Union Street, Ste. 1N Newark, NJ 07102	01/01/24 - 12/31/24	\$ 30,000.00
Prosecutor	Christopher M. DiLorenzo, Esq. DiLorenzo & Rush	One University Plaza, Ste. 220 Hackensack, NJ 07601	01/01/24 – 12/31/24	\$ 16,000.00
Public Defender	Joseph Bell, Esq. The Bell Law Group, PC	150 Mineral Spring Road, PO Box 220 Rockaway Township, NJ	01/01/24 – 12/31/24	\$ 8,000.00

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**RESOLUTION 24-05**

**RESOLUTION APPOINTING HEARING OFFICER**

**WHEREAS**, pursuant to N.J.A.C. 4A:2-2.5(c), an employee is afforded the right to a departmental hearing when they are served with a Preliminary Notice of Disciplinary Action seeking major discipline; and

**WHEREAS**, in an effort to ensure impartial departmental hearings, the Town seeks to appoint a neutral third-party Hearing Officer; and

**WHEREAS**, the Town Administrator recommends that Edward Florio, Esq. be appointed as a Hearing Officer; and

**WHEREAS**, Edward Florio, Esq. shall be compensated at the rate of \$145.00 per hour for his services as Hearing Officer.

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, County of Morris and State of New Jersey that Edward Florio, Esq. of Florio, Kenny and Raval, LLP be and is hereby appointed Hearing Officer for disciplinary actions involving major discipline; and

**BE IT FURTHER RESOLVED** that Edward Florio, Esq. shall be compensated at the rate of \$145.00 per hour of his services as Hearing Officer; and

**BE IT FURTHER RESOLVED** the Town Clerk is hereby authorized and directed to forward a certified copy of this Resolution to Edward Florio, Esq.

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**RESOLUTION 24-06**

**RESOLUTION APPOINTING MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND COMMISSIONER AND ALTERNATE FOR 2024**

**WHEREAS**, pursuant to the proposed bylaws of the Morris County Municipal Joint Insurance Fund, the Mayor and Council of the Town of Boonton, New Jersey, must appoint a commissioner to represent the Town in the Fund, and that said appointment must be made by resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, that Neil Henry be and is hereby appointed Commissioner and Janine Ollie be and is hereby appointed Alternate Commissioner to the Morris County Municipal Joint Insurance Fund for 2024.

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**RESOLUTION 24-07**

**RESOLUTION APPOINTING COMMUNITY DEVELOPMENT REVENUE SHARING COMMITTEE REPRESENTATIVE AND ALTERNATE FOR 2024**

**WHEREAS**, the Town of Boonton is a participant in the Morris County Community Development Program and the Community Development Revenue Sharing Committee.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, NJ, that the following representatives to the Morris County Community Development Revenue Sharing Committee for 2024 be and are hereby appointed as indicated:

Mayor's Appointee	Marie DeVenezia
Council's Appointee	Cyril Wekilsky
Mayor's Appointed Alternate	Jake Hettrich

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**RESOLUTION 24-08**

**RESOLUTION TO EXECUTE AN AGREEMENT FOR WATER METER READING SERVICES DURING 2024**

**BE IT RESOLVED** that the Mayor and Council of the Town of Boonton do hereby authorize the Mayor and Town Clerk to execute an agreement with Daniel Crochery, for Water Meter Reading Services for the Town of Boonton commencing January 1, 2024 to December 31, 2024, at a monthly rate of \$1,448.58. Reappointment may be on a monthly basis.

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**RESOLUTION 24-09**

**A RESOLUTION APPOINTING CARL DULA AS CERTIFIED ANIMAL CONTROL OFFICER - 2024**

**WHEREAS**, the Town of Boonton has a need to appoint a Certified Animal Control Officer; and

**WHEREAS**, Carl Dula has been serving the Town in this capacity; and

**WHEREAS**, the governing body wishes to reappoint Carl Dula as the Town's Certified Animal Control Officer, in accordance with N.J.S.A. 4:24-15.16b.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, County of Morris and State of New Jersey, that Carl Dula be and is hereby appointed as the Certified Animal Control Officer for the Town of Boonton for the period commencing January 1, 2024 and ending December 31, 2024.

**NOW THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Town of Boonton do hereby authorize the Mayor and Town Clerk to execute a contract with Carl M. Dula to perform the duties of Certified Animal Control Officer, of the Revised General Ordinances of the Town in the amount of \$600/month, plus covering the Town at night at a call-out rate of \$120/call.

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**RESOLUTION 24-10**

**RESOLUTION TO EXECUTE AN AGREEMENT FOR LICENSED WATER OPERATOR SERVICES DURING 2024  
RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF BOONTON, NEW JERSEY, AWARDED A  
PROFESSIONAL SERVICES CONTRACT TO SUBURBAN CONSULTING ENGINEERS, INC. FOR PROFESSIONAL  
SERVICES RELATIVE TO LICENSED WATER OPERATOR SERVICES DURING 2024**

**WHEREAS**, the Town of Boonton is desirous of obtaining professional services relative to a professional water operator; and

**WHEREAS**, the Mayor and Town Council deem it in the best interests of the residents of the Town of Boonton to retain the services of Suburban Consulting Engineers, Inc. a corporation in the State of New Jersey, having its principal offices at 96 US Highway 206, Flanders, NJ 07836; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., permits the hiring of professional services without advertising and public bid and requires that the resolution authorizing same be available for public inspection;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, as follows:

1. That the Administrator and Clerk be and are hereby authorized to execute a contract on the Town's behalf with Suburban Consulting Engineers, Inc., for professional services relative to the above referenced project.
2. This contract is awarded without competitive bidding as a "professional service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because the contract is awarded for services to be performed by a person or persons licensed and authorized by law to practice a recognized profession and the services to be rendered are of an unspecific nature not compatible with competitive bidding.
3. The term of services shall be monthly, in full accord with the terms and conditions thereof. The fees include \$5,000 per month and shall not exceed \$15,000.00.
4. This award is contingent upon and subject to all of the appropriate insurance requirements pursuant to this professional services agreement and upon certification by the Chief Financial Officer that sufficient funding exists therefore.

5. Notice of this action shall be published in "The Daily Record" newspaper within ten (10) days of the passage thereof.

I hereby certify that funds are available in Account \_\_\_\_\_  
Not to Exceed \$ 15,000.00

\_\_\_\_\_  
Michael Yazdi, CFO

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**RESOLUTION 24-11**  
**RESOLUTION APPOINTING FIRE OFFICIAL FOR YEAR 2024**

**BE IT RESOLVED** by the Mayor and Council of the Town of Boonton that Richard W. Cloughley be and is hereby appointed Fire Official for the Town of Boonton for the year 2024.

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**RESOLUTION 24-12**  
**A RESOLUTION ADOPTING A FORM REQUIRED TO BE USED FOR THE FILING OF NOTICES OF TORT CLAIMS AGAINST THE TOWN OF BOONTON IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY TORT CLAIMS ACT, N.J.S.A. 59:8-6**

**WHEREAS**, the New Jersey Tort Claims Act, N.J.S.A. 59:8-6, provides that a public entity may adopt a form to be completed by claimants seeking to file a Notice of Tort Claim against the public entity; and

**WHEREAS**, the Town of Boonton is a public entity covered by the provisions of the New Jersey Tort Claims Act; and

**WHEREAS**, the Town of Boonton deems it advisable, necessary and in the public's interest to adopt the Notice of Tort Claim form available in the Town Clerk's Office.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey assembled in public session the 1st day of January 2024, that the Notice of Tort Claim Form for the Town of Boonton be and is hereby adopted; and

**BE IT FURTHER RESOLVED** that all persons making claims against the Town of Boonton pursuant to the New Jersey Tort Claims Act, N.J.S.A. 59:8-1, et. seq., be required to complete the form herein adopted as a condition of compliance with the notice requirement of the New Jersey Tort Claims Act.

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**RESOLUTION 24-13**  
**RESOLUTION AUTHORIZING ASSESSOR AND TOWN ATTORNEY TO EXECUTE STIPULATION OF SETTLEMENT WITH RESPECT TO TAX APPEALS**

**WHEREAS**, the Mayor and Council of the Town of Boonton wish to facilitate the stipulation and settlement of Tax Appeals filed before the Morris County Board of Taxation or the Tax Court of New Jersey;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of Boonton that the Tax Assessor and the Town Attorney are hereby authorized to execute on behalf of the Town of Boonton stipulations of settlement with respect to tax appeals.

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**RESOLUTION 24-14**  
**RESOLUTION AUTHORIZING THE TAX ASSESSOR AND TOWN ATTORNEY TO FILE APPEALS**

**WHEREAS**, there exists instances when errors are discovered in the Tax List of the Town of Boonton; and

**WHEREAS**, the process of correcting these errors is that of an appeal to the Morris County Board of Taxation or the New Jersey Tax Court; and



**WHEREAS**, it is the responsibility of the Tax Assessor to determine the correct and fair assessed value of every property within the Town of Boonton.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Town of Boonton that the Tax Assessor and the Town Attorney are hereby authorized to file appeals to correct errors in the 2024 Town of Boonton Tax List.

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**RESOLUTION 24-15**

**RESOLUTION AUTHORIZING THE TAX ASSESSOR AND TOWN ATTORNEY TO FILE COUNTER CLAIMS**

**WHEREAS**, it is anticipated that certain taxpayers of the Town of Boonton will file tax appeals disputing their assessed valuation for the year 2024; and

**WHEREAS**, the Tax Assessor is of the opinion that said properties, in some cases, are undervalued and that the assessed value of said properties should be increased and not decreased as the taxpayer seeks; and

**WHEREAS**, a method exists in the Tax Law for the Municipality to counterclaim against the property owner to seek an increase in the assessed value; and

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Town of Boonton, that the Tax Assessor and the Town Attorney are authorized and directed to take whatever steps necessary and appropriate to file counterclaims against the taxpayer in question seeking to raise the assessed value of said properties to the value which the Tax Assessor deems to more properly reflect the value of said property for the year 2024.

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**RESOLUTION 24-16**

**RESOLUTION APPOINTING OFFICIAL ASSESSMENT SEARCHER FOR YEAR 2024**

**BE IT RESOLVED** by the Mayor and Council of the Town of Boonton that Elizabeth Bonsiewicz be and is hereby appointed Official Assessment Searcher for the Town of Boonton for the year 2024.

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**RESOLUTION 24-17**

**RESOLUTION APPOINTING PUBLIC AGENCY COMPLIANCE OFFICER-AFFIRMATIVE ACTION**

**WHEREAS**, N.J.A.C. 17:27-1.1 provides that no public work contracts can be awarded nor any monies paid until the prospective contractor has agreed to contract performance which complies with an approved affirmative action program; and

**WHEREAS**, N.J.A.C. 17:27-3.5 provides that each public agency shall annually designate an officer or employee to serve as its public agency compliance officer;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, County of Morris, State of New Jersey, that Neil Henry, Town Administrator, be and is hereby appointed as Public Agency Compliance Officer for a one-year term ending December 31, 2024.

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**RESOLUTION 24-18**

**RESOLUTION APPOINTING QUALIFIED PURCHASING AGENT**

**WHEREAS**, N.J.S.A. 40A:11-3a permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granting the authorization to negotiate and award such contracts below the bid threshold; and

**WHEREAS**, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

**WHEREAS**, Neil Henry, Town Administrator, possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

**WHEREAS**, the Mayor and Council of the Town of Boonton desire to take advantage of the increased bid threshold; and

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Town of Boonton, in the County of Morris, State of New Jersey, hereby maintains its bid threshold at \$44,000; and

**BE IT FURTHER RESOLVED** that the Mayor and Board hereby appoint Neil Henry as the Qualified Purchasing Agent to exercise the duties of the purchasing agent pursuant to N.J.S.A. 40A:11-2(30), with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit; and

**BE IT FURTHER RESOLVED** that in accordance with N.J.A.C. 5:34-5.2 the Town of Boonton Municipal Clerk is hereby authorized and directed to forward a certified copy of this resolution and a copy of Neil Henry's certificate to the Director of the Division of Local Government Services.

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**RESOLUTION 24-19**

**RESOLUTION APPOINTING 2024 SAFETY DELEGATE**

**BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, that Janine Olley be and is hereby appointed as the Town of Boonton's 2024 Safety Delegate to the Morris County Joint Insurance Fund.

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**RESOLUTION 24-20**

**RESOLUTION APPOINTING NOTARIES FOR THE YEAR 2024**

**BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, that the following individual(s) are hereby appointed as notaries to be available to the public for the year 2024:

Neil Henry

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**RESOLUTION 24-21**

**RESOLUTION TO ESTABLISH TOWN OF BOONTON 2024 HOLIDAYS**

**BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, that the following holidays be recognized for 2024:

New Year's Day	January 1, 2024
Martin Luther King, Jr. Day	January 15, 2024
President's Birthday	February 19, 2024
Good Friday	March 29, 2024
Memorial Day	May 27, 2024
Independence Day	July 4, 2024
Labor Day	September 2, 2024
Columbus Day	October 14, 2024
Veteran's Day	November 11, 2024
Thanksgiving	November 28, 2024
Thanksgiving Friday	November 29, 2024
Christmas Eve	December 24, 2024
Christmas Day	December 25, 2024

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**RESOLUTION 24-22**

**RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS OF THE TOWN OF BOONTON**

**BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, the following newspapers shall serve as the "Official Newspapers" of the Town of Boonton:

The Citizen of Morris County      Daily Record Newspaper

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**RESOLUTION 24-23**

**RESOLUTION AUTHORIZING EXEMPTION OF MUNICIPAL FEES FOR ALL LEGALIZED GAMES OF CHANCE APPLICATIONS FOR 2024**

**BE IT RESOLVED** that the Town of Boonton hereby waives the municipal fees for all Legalized Games of Chance applications for 2024.

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**RESOLUTION 24-24**

**RESOLUTION EXEMPTING BOONTON HOLMES LIBRARY EMPLOYEES FROM PARKING PERMIT CHARGES FOR THE YEAR 2024**

**WHEREAS**, the Town of Boonton charges a fee for parking permits, a fee typically paid by employers for their employees; and

**WHEREAS**, the Boonton Holmes Library is a municipal entity that derives most of its funding from the Town of Boonton taxpayers;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, that the Boonton Holmes Library employees be exempt from parking permit charges for the year 2024.

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**RESOLUTION 24-25**

**RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER ONE REQUIREMENTS**

**WHEREAS**, the Town of Boonton is a member of the Morris County Municipal Joint Insurance Fund (MCJIF) which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

**WHEREAS**, through its membership in the Morris County Municipal Joint Insurance Fund (MCJIF), the Town of Boonton enjoys cyber liability insurance coverage to protect the Town of Boonton from the potential devastating costs associated with a cyber-related claim; and

**WHEREAS**, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

**WHEREAS**, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Town of Boonton; and

**WHEREAS**, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Town of Boonton to claim a reimbursement of a paid insurance deductible in the event the member files a claim against the Town of Boonton cyber insurance policy, administered through the Morris County Municipal Joint Insurance Fund (MCJIF) and the Municipal Excess Liability Joint Insurance Fund;

**NOW, THEREFORE, BE IT RESOLVED** that the Town of Boonton does hereby adopt a Cyber Incident Response Plan and MEL Master Technology policy containing the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 1 of the NJ MEL Cyber Risk Management Plan.

Information Backup	Password Management
Security Patches and Updates	Email Warning
Defensive Software	Incident Response Plan
Security Awareness Training	Technology Practice Policy
Government Cyber Membership	

**BE IT FURTHER RESOLVED**, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

**BE IT FURTHER RESOLVED**, that this Resolution was duly adopted by the Town of Boonton, County of Morris, at a public meeting held on January 1, 2024.

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**RESOLUTION 24-26**

**RESOLUTION APPOINTING 2024 CLEAN COMMUNITIES' COORDINATOR**

**BE IT RESOLVED** that the Mayor and Council of the Town of Boonton, New Jersey, do hereby appoint Bob Ezzi as the 2024 Clean Communities Coordinator for the Town of Boonton, effective January 1, 2024.

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**RESOLUTION 24-27**

**RESOLUTION ESTABLISHING CHARGES FOR USE OF DPW EQUIPMENT FOR THE YEAR 2024**

**BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, that the following charges for Department of Public Works equipment, in addition to any labor or material charges, be and are hereby established for calendar year 2024:

DESCRIPTION	CHARGE/HOUR	DESCRIPTION	CHARGE/HOUR
8 yd. Dump Truck w/Plow	\$ 70.00	Pickup Truck w/Plow	\$ 70.00
8 yd. Dump Truck	\$ 55.00	Pickup Truck	\$ 40.00
Backhoe	\$ 75.00	Roller	\$ 35.00
Bucket Truck	\$ 40.00	Sander – Large Truck	\$ 125.00
Chain Saw	\$ 25.00	Sander – Small Truck	\$ 50.00
Chipper	\$ 40.00	Sewer Cable Cleaner	\$ 25.00
Compressor	\$ 30.00	Stump Grinder	\$ 35.00
Gas Masonry Saw	\$ 30.00	Sweeper	\$ 60.00
Generator	\$ 30.00	Tamper	\$ 25.00
High Pressure Sewer Truck	\$ 75.00	Water Pump	\$ 20.00
Loader	\$ 85.00	Water Utility Truck w/Plow	\$ 40.00
Mason Dump w/Plow	\$ 45.00	Water Utility Truck	\$ 35.00
Mason Dump	\$ 40.00	Quarry Process – per yard	\$ 15.00
Blacktop (per yard)	\$ 80.00		

**RESOLUTION 24-28**

**RESOLUTION APPOINTING CROSSING GUARDS FOR 2024**

**BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey that the following be and are hereby appointed as a Crossing Guard in the Boonton Police Department, at an hourly rate of \$ 16.50 per hour, contingent upon satisfactory completion of the required training:

Bill Alford	Robin Barroso	Salvatore Malanga	Georgia Solomon
Amy McCauley	Janet Middleton	Janice Smith	Mary Iacovo
Richard Bruno-Substitute	Mary Iacovo-Substitute	Allan VanDuyne	
Donna Schinman, Sub	Donald DeRosa, Sub		

**RESOLUTION 24-29**

**RESOLUTION APPOINTING SPECIAL LAW ENFORCEMENT OFFICER**

**WHEREAS**, various community events are held throughout the year whereby additional special police officers may be needed as they occur for a temporary period of time; and

**WHEREAS**, Class 1 Special Law Enforcement Officers can be utilized at community events; and

**WHEREAS**, the Boonton Police Department has made the recommendation to appoint certified Special Law Enforcement Officers to cover these events, as needed.

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, that the Arthur Herring, be appointed for calendar year 2024 at a rate of \$25.00/hour. Future SLEO expenses for additional money may be requested, if needed:

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**RESOLUTION 24-30**

**RESOLUTION APPOINTING SPECIAL LAW ENFORCEMENT OFFICER AND PARKING AUTHORITY**

**WHEREAS**, various community events are held throughout the year whereby additional special police officers may be needed as they occur for a temporary period of time; and

**WHEREAS**, Class 1 Special Law Enforcement Officers can be utilized at community events; and

**WHEREAS**, the Boonton Police Department has made the recommendation to appoint certified Special Law Enforcement Officers to cover these events, as needed.

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, that the Scott Theriault, be appointed for calendar year 2024 at a rate of \$25.00/hour. Future SLEO expenses for additional money may be requested, if needed:

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**RESOLUTION 24-31**  
**RESOLUTION APPOINTING MATRON FOR THE BOONTON POLICE DEPARTMENT**

**BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, that the following Robin Barroso be and is hereby appointed as matron for the Boonton Police Department for the Year 2024 at a rate of \$25.00 per hour.

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**RESOLUTION 24-32**  
**RESOLUTION LISTING AUTOMOBILE AND TRUCK TOWING CONTRACTORS TO BE UTILIZED BY THE POLICE DEPARTMENT FOR 2024**

**WHEREAS**, Ordinance 30-21 adopted by the Mayor and Town Council of the Town of Boonton, Morris County, New Jersey, authorized the provisions of towing services on a rotating basis;

**WHEREAS**, Town Code Section 276-3 provides that the Mayor and Town Council of the Town of Boonton, New Jersey, shall establish annually by resolution a list of automobile towing contractors and a list of truck towing contractors to be utilized by the Boonton Police Department on a rotating basis; and

**WHEREAS**, Town Code Section 276-3 provides that there shall be one truck towing contractor, who shall have the right to provide a backup of his choosing, providing that the backup towing contractor meets the minimum standards set forth in 276-3.A. under "Requirements".

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Town Council, upon the recommendation of the Police Department, as follows:

1. The following automobile and truck-towing contractor is to be utilized by the Police Department through December 31, 2024 or until further resolution by the Mayor and Town Council, whichever is later:

NAME	ADDRESS
M.J. Corigliano Towing & Recovery	30 Intervale Road, Boonton, NJ 07005

2. The aforementioned automobile and truck-towing contractor is to furnish certification of insurance to the Town Clerk in accordance with the provisions of Section 276.3.
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**RESOLUTION 24-33**  
**RESOLUTION SETTING FEES FOR DELINQUENT TAXES AND WATER/SEWER CHARGES**

**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 nonpayment of taxes, water/sewer or assessments subject to any abatement or discount for the late payment of taxes, water/sewer or assessments as provided by law; and

**WHEREAS**, N.J.S.A. 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum of any amount in excess of \$1,500.00; and

**WHEREAS**, N.J.S.A. 54:4-67(c) permits the governing body to fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000 who fails to pay that delinquency as billed, prior to the end of the fiscal year, the penalty so fixed shall not exceed 6% of the amount of the delinquency with respect to each most recent fiscal year only;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes becoming delinquent after the due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after the due date, subject to any abatement or discount for the late payment of taxes as provided by law.
2. State quarterly tax and water/sewer payments made by cash, check, credit card or money order shall have a ten (10) day grace period.
3. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of water charges becoming delinquent after the due date and 18% per annum on any amount in excess of \$1,500.00 becoming delinquent after the due date.
4. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of sewer charges becoming delinquent after the due date and 18% per annum on any amount in excess of \$1,500.00 becoming delinquent after the due date.
5. The Tax Collector is hereby authorized, pursuant to N.J.S.A.54:4-67, to impose a penalty of 6% on any delinquent taxes and municipal charges in excess of \$10,000 in addition to the interest charges set forth above.
6. Any payments not made in accordance with this resolution shall be charged interest from the due date, as set forth in paragraph one of this resolution.
7. This resolution shall be published in its entirety once in the Daily Record Newspaper.

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**RESOLUTION 24-34**  
**RESOLUTION SETTING PAY PERIOD**

**BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, that the pay period for the fixed salaried employees of the Town of Boonton and hourly employees of the Water and Street Departments be and is hereby established as a bi-weekly pay period, beginning Monday and ending Sunday.

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**RESOLUTION 24-35**  
**RESOLUTION TO SET FEES FOR PRINTOUT OF TAX AND WATER/SEWER HISTORY, FEES FOR MISCELLANEOUS COPIES, POLICE DEPARTMENT AND MUNICIPAL COURT DISCOVERY**

**BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, that the following fees be and are hereby established, as indicated:

**Fees for Printout of Tax and Water/Sewer History, Municipal Records, Court Discovery and Miscellaneous Copies**

A. Government Records.

- 1) Except as otherwise provided by law or regulation, including N.J.S.A. 47:1A-5(b), the fee assessed for the duplication of a government record embodied in the form of printed matter shall be \$0.05 per letter size page or smaller, and \$0.07 per legal size page or larger, CD's, \$1.00.
- 2) Police reports, related documents (including discovery and insurance requests) and photographs.
  - a. If requested and picked up in person: \$0.05 per page, starting with the first page.
  - b. Police accident reports, when copies are requested other than in person: \$5 for the first three pages and \$1 per page for each additional page, as established by N.J.S.A. 39:4-141.
  - c. Photographs. Copies of color photographs under eight-by-ten inches: \$2 per page; photographs larger than eight-by-ten: \$7.50, provided, however, that where a photocopy is required, then in that event, the charge will be in accordance with Subsection (a) above.
- 3) Copies of tax map pages (per sheet): \$1.
- 4) Full set of tax sheets: \$125.

5) List of property owners within 200 feet: \$10.

On any item that cannot be photocopied on the Town copy machine or not otherwise provided for in this schedule, the actual costs paid to the other entity shall be paid by the requestor.

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**RESOLUTION 24-36**

**RESOLUTION TO ESTABLISH PETTY CASH FUNDS AND CHANGE FUNDS**

**WHEREAS**, N.J.S.A. 40A:5-22 authorizes the establishment of a Petty Cash Fund; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of New Jersey, the following Petty Cash Funds be established:

FUND	AMOUNT	CUSTODIAN
Clerk's Office	\$ 200.00	Elizabeth Bonsiewicz
Health Department	\$ 200.00	Patrick Lavery
Police Department	\$ 200.00	Brian Gurney
Water Utility	\$ 200.00	Bob Ezzi

**BE IT FURTHER RESOLVED** that the following Change Funds be established:

FUND	AMOUNT	CUSTODIAN
Health Department	\$ 50.00	Patrick Lavery
Tax Collector	\$ 65.00	Jennifer Muscara
Water & Sewer Utility Collector	\$ 65.00	Jennifer Muscara

**BE IT FURTHER RESOLVED** that the Custodians of the Funds shall be bonded in an amount not less than \$1,000 and will maintain said funds in accordance with the laws and regulations covering its operation.

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**RESOLUTION 24-37**

**RESOLUTION TO DESIGNATE DEPOSITORIES AND CHECK SIGNATURE AUTHORIZATION**

**WHEREAS**, Revised Statutes 40A:5-14 of the State of New Jersey provide that the Governing Body of every municipality shall designate the depository or depositories wherein all public moneys and other funds of the municipality shall be kept;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey that the following financial institutions be and are hereby designated as the depositories wherein all such public moneys and funds shall be deposited to the credit of the Town of Boonton and custodian shall be:

Lakeland Bank	New Jersey Cash Management Fund	Bank of America	Santander Bank	Valley National Bank
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**BE IT FURTHER RESOLVED** that all disbursements shall be made by check signed by the persons hereinafter indicated:

ACCOUNT	NAME
Payroll	Michael Yazdi, CFO
All Others	James Lynch, Mayor Michael Yazdi, CFO Elizabeth Bonsiewicz, Town Clerk

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**RESOLUTION 24-38**

**RESOLUTION TO INVEST IDLE FUNDS**

**BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, that the Chief Financial Officer be and is hereby authorized to invest idle Town of Boonton funds from the Water Department, Sewer Department, Current Account and Trust Account at the best rate of interest available at the time in the following institutions:

Lakeland Bank New Jersey Cash Management Fund Bank of America Santander Bank Capital One Valley National Bank
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**RESOLUTION 24-39**

**RESOLUTION AUTHORIZING A FEE FOR RETURNED CHECKS**

**BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey, that there shall be a charge of \$30.00 of each check returned for insufficient funds, or for any other reason, to be paid in cash to the Treasurer.

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**RESOLUTION 24-40**

**RESOLUTION AUTHORIZING THE USE OF FACSIMILE SIGNATURES FOR SPECIFIED ACCOUNTS**

**WHEREAS**, the Town of Boonton has established certain accounts at Lakeland Bank, and from time to time the use of facsimile signatures is necessary for the transfer to and from said accounts;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, New Jersey that the use of facsimile signatures be and is hereby authorized as follows:

<b>ACCOUNT</b>	<b>FACSIMILE SIGNATURES</b>
Payroll	Michael Yazdi, CFO
All Others (except Court Not part of Municipal Government Operations)	James Lynch, Mayor Elizabeth Bonsiewich, Town Clerk Michael Yazdi, CFO

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**RESOLUTION 24-41**

**RESOLUTION AUTHORIZING PARTICIPATION IN COOPERATIVE PRICING COUNCILS**

**WHEREAS**, each year the Departments of the Town of Boonton realize cost savings by purchasing equipment and materials through the Morris County Cooperative Pricing Council, Help Governments Across the Country (HGAC), Educational Services Commission of New Jersey, Cranford Police Cooperative Pricing System (ID #47-CPDCPS), Joint Powers Alliance, New Jersey Cooperative Purchasing Alliance, North Jersey Wastewater Cooperative Pricing System – NJWCPS, Sourcewell Cooperative purchasing Advantages and Cooperative Pricing Council.

**WHEREAS**, it is the recommendation of the Town Auditor that the Mayor and Town Council adopt a resolution each year authorizing participation in these Cooperative Pricing Councils;

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Town of Boonton, New Jersey, do hereby authorize participation in the above referenced pricing councils for the year 2024.

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**RESOLUTION 24-42**

**RESOLUTION AUTHORIZING THE TOWN OF BOONTON IN THE COUNTY OF MORRIS THROUGH THE TOWN OF BOONTON POLICE DEPARTMENT TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM, TO ENABLE THE TOWN OF BOONTON POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT**

**WHEREAS**, the United States Congress authorized the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program to make use of excess Department of Defense personal property by making that personal property available to municipal, county and State law enforcement agencies (LEAs); and

**WHEREAS**, DLA rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA; and

**WHEREAS**, participation in the 1033 Program allows municipal and county LEAs to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response, and resiliency; and

**WHEREAS**, although property is provided through the 1033 Program at no cost to municipal and county LEAs, these entities are responsible for the costs associated with delivery, maintenance, fueling, and upkeep of the property, and for specialized training on the operation of any acquired property; and



**WHEREAS**, N.J.S.A. 40A:5-30.2 requires that the governing body of the municipality or county approve, by a majority of the full membership, both enrollment in, and the acquisition of any property through, the 1033 Program; and

**NOW THEREFORE BE IT RESOLVED** by the Governing Body of the Town of Boonton in the County of Morris that the Town of Boonton Police Department is hereby authorized to enroll in the 1033 Program for no more than a one-year period, with authorization to participate terminating on December 31 of the current calendar year from January 1, 2024 to December 31, 2024; and

**NOW THEREFORE BE IT FURTHER RESOLVED** that the Town of Boonton Police Department is hereby authorized to acquire items of non-controlled property designated "DEMIL A," which may include office supplies, office furniture, computers, electronic equipment, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, construction materials, lighting supplies, beds and sleeping mats, wet and cold weather equipment and supplies, respirators, binoculars, and any other supplies or equipment of a non-military nature identified by the LEA, if it shall become available in the period of time for which this resolution authorizes, based on the needs of the Town of Boonton Police Department, without restriction; and

**NOW THEREFORE BE IT FURTHER RESOLVED** that the Town of Boonton Police Department is hereby authorized to acquire the following "DEMIL B through Q" property, if it shall become available in the period of time for which this resolution authorizes any and all items listed "DEMIL B through Q" to include the attached list as well as lethal and non-lethal handguns, rifles, shotguns and stun-guns; and

**BE IT FURTHER RESOLVED** that the Town of Boonton Police Department shall develop and implement a full training plan and policy for the maintenance and use of the acquired property; and

**BE IT FURTHER RESOLVED** that the Town of Boonton Police Department shall provide a quarterly accounting of all property obtained through the 1033 Program which shall be available to the public upon request; and

**BE IT FURTHER RESOLVED** that this resolution shall take effect immediately and shall be valid to authorize requests to acquire "DEMIL A" property and "DEMIL B through Q" property that may be made available through the 1033 Program during the period of time for which this resolution authorizes; with Program participation and all property request authorization terminating on December 31st of the current calendar year from January 1, 2024 to December 31, 2024.

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**RESOLUTION 24-43**

**RESOLUTION ESTABLISHING A CASH MANAGEMENT PLAN**

**WHEREAS**, it is in the best interest of the Town of Boonton to earn additional revenue through the investment and prudent management of its cash receipts; and

**WHEREAS**, P.L. 1983, Chapter 8 approved January 19, 1983, is an act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-14; and

**WHEREAS**, this law requires that each local unit shall adopt a cash management plan.

**NOW, THEREFORE, BE IT RESOLVED** that the following shall constitute the Cash Management Plan for the Town of Boonton and the Town of Boonton shall deposit and manage its funds pursuant to this plan:

**I. Statement of Purpose**

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the Town of Boonton ("Town"), pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done

to ensure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The plan is intended to ensure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

## **II. Identification Of Funds And Accounts To Be Covered By The Plan**

- A. The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Town:
  - Water Department
  - Sewer Department
  - Current Account
  - Trust Account
- B. It is understood that this Plan is not intended to cover certain funds and accounts of the Town, specifically:
  - Escrow
  - P/R agency and net payroll funds
  - Court accounts

## **III. Designation of Officials of the Town Authorized To Make Deposits And Investments Under The Plan**

The Chief Financial Officer of the Town ("Designated Official ") is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Town are directed to supply to all depositories or any other parties with whom the Deposits or permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officials.

## **IV. Designation Of Depositories**

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

- Lakeland Bank – Lead Bank
- NJ Cash Management Fund
- Bank of America
- Santander Bank
- TD Bank
- Capital One Bank

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official(s) referred to in Section III above.

## **V. Designation Of Brokerage Firms And Dealers With Whom The Designated Officials May Deal**

Brokerage firms and/or dealers and other institutions may be designated as firms with whom the Designated Official(s) of the Town referred to in this plan may deal for purposes of buying and selling securities identified in this Plan as permitted investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official(s) referred to in Section III above.

## **VI. Authorized Investments**

- A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this plan, to the extent not otherwise held in Deposits, in the following permitted Investments:
  - (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America (any investment contracts provided for resale arrangements with the supplier should be analyzed for legality and should be specifically authorized in the cash management plan);
  - (2) Government money market mutual funds;
  - (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
  - (4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
  - (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;

- (6) Local government investments pools;
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:19A-90.4); or
- (8) Agreements for the repurchase of fully collateralized securities if:
  - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
  - (b) the custody of collateral is transferred to a third party;
  - (c) the maturity of the agreement is not more than 30 days;
  - (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.246 (C.17:9-41); and
  - (e) a master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms "government money market mutual fund" and "local government investment pool" shall have the following definitions:

**Government Money Market Mutual Fund.** An investment company or investment trust:

- (a) which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7;
- (b) the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- (c) which has:
  - (i) attained the highest rating or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
  - (ii) retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the "Investment Advisors Act of 1940," 15 U.S.C. sec. 80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

**Local Government Investment Pool.** An investment pool:

- (a) which is managed in accordance with 17 C.F.R. sec. 170.2a-7;
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- (d) which is in compliance with rules adopted pursuant to the "Administrative Procedure Act." P.L. 1968, c.410 (c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- (e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- (f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

B. Notwithstanding the above authorization, the monies on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

Federally insured or banked

All terms maturing within one (1) year cycle

**VII. Safekeeping Custody Payment And Acknowledgement Of Receipt Of Plan.**

To the extent that any Deposit or permitted Investment involves a document or security which is not physically held by the Town, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Town to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by "delivery versus payment" method to ensure that such permitted Investments are either received by the Town or by a third-party custodian prior to or upon the release of the Town's funds. To assure that all parties with whom the Town deals either by way of Deposits or permitted Investments are aware of the authority and the limits set forth in this Plan,

all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that plan in writing, a copy of which shall be on file with the Designated Official(s).

**VIII. Reporting Requirements**

On the first day of each month during which this plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Town a written report of any Deposits or Permitted Investments made pursuant to this plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Town as a Deposit or a Permitted Investment;
- B. The number of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made;
- D. The book value of such Deposits or Permitted Investments;
- E. The earned income on such Deposits or permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month;
- F. The fees incurred in to undertake such Deposits or Permitted Investments;
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month;
- H. All other information which may be deemed reasonable from time to time by the governing body of the Town of Boonton.

**IX. Cash Flow**

- A. The Treasurer shall ensure that the Town's accounting system provides regular information concerning the Town's cash position and investment performance;
- B. All moneys, shall be turned over to the Treasurer with 48 hours of receipt and deposited in accordance with N.J.S.A. 40A:5-15;
- C. The Treasurer is authorized and directed to invest surplus funds of the Town of Boonton as the availability of the funds permit. In addition, it shall be the responsibility of the Treasurer to minimize the possibility of idle cash by depositing the Town's moneys in interest bearing accounts wherever practical and in the best interest of the Town of Boonton.

**X. Term of Plan**

This plan shall be in effect from January 1, 2024 to December 31, 2024. Attached to this plan is a resolution of the governing body of the Town approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

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**RESOLUTION 24-44**  
**RESOLUTION CREATING EMERGENCY PROCUREMENT PROCEDURES**

**WHEREAS**, Section NJSA 40A:11-6 of the Local Public Contracts Law permits local contracting units to use emergency purchasing procedures, and pursuant to corresponding Local Public Contracts Law rules adopted by the State's Division of Local Government Services on December 4, 2000, the governing body of each contracting unit shall adopt rules to ensure that there are written procedures for determining and confirming the existence of an emergency; and

**WHEREAS**, according to NJAC 5:34-6.1(b) such rules or regulations shall include such provisions that ensure that if initially designated individuals are not available, there is a clear chain of command to ensure that there are always appropriate individuals to make such decisions; and

**WHEREAS**, when an emergency arises requiring certain purchases to be made pursuant to emergency purchasing procedures, the Mayor and Council of the Town of Boonton has determined that the following procedures shall apply.

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of Boonton, Morris County, State of New Jersey that the following is adopted as the emergency purchasing policy for the Town of Boonton:

**A. POLICY GOVERNING EMERGENCY PURCHASING PROCEDURES**

1. Contracts, including purchase orders, shall be entered into, and funds committed or expended for an emergency pursuant to NJSA 40A:11-6 and corresponding Rules, NJAC 5:34-6.1, subject to the following requirements:
  - a. An actual or imminent emergency must exist requiring the immediate delivery of the goods or the performance of the service(s);
  - b. The emergency must directly affect the public health, safety or welfare, and requires the immediate delivery of goods or the performance of service(s);
  - c. Emergency purchasing shall not be used for administrative convenience or for failure to plan. Sound business practices shall be used when an emergency purchase must be made.
  - d. The emergency purchasing procedures may not be used unless the need for the goods or performance of the service(s) could not have been reasonably foreseen or the needs for such goods or service(s) has arisen notwithstanding a good faith effort on the part of the Town of Boonton to plan for the purchase of any required goods or service(s);
  - e. The contract shall be of such limited duration as to meet only the immediate needs of the emergency declared;
  - f. Under no circumstances shall the emergency purchasing procedure be used to enter into a multi-year contract;
  - g. Any emergency condition(s) in which the estimated cost is in excess of fifty thousand dollars (\$50,000.00) shall be approved by the Mayor and Town Council.

**B. PROCEDURE FOR THE DECLARATION OF AN EMERGENCY**

1. A department head, or in their absence his/her designee, as soon as reasonably possible, shall notify the Town Administrator of the need for awarding of a contract or purchase order, the nature of the emergency, the time of its occurrence and the need for invoking the emergency provision of the law;
2. If the Town Administrator is satisfied that an emergency exists, he/she shall be authorized to award a contract or contracts for such purposes as may be necessary to respond to the emergent needs;
3. Within 48 hours of an emergency occurrence, the department head, or in their absence his/her designee, shall submit to the Town Administrator a written report (certification of Request for Emergency Purchases) providing the information referenced above;
4. In the Town Administrator's absence, the chain of command for adherence to the requirements of 1, 2 and 3 shall be:
  - a. Chief Financial Officer
  - b. Chief of Police
  - c. Town Clerk
  - d. Town Attorney

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**RESOLUTION 24-45**

**TEMPORARY BUDGET APPROPRIATIONS FOR 2024 OPERATING PURPOSES**

**WHEREAS**, N.J.S.A. 40A:4-19 provides that, where any contracts, commitments, or payments are to be made prior to the adoption of the 2024 budget, temporary appropriations be made for the purpose and amount required in the manner and time therein provided; and

**WHEREAS**, the total appropriation in the 2023 budget, exclusive of any appropriations made for principal and interest of debt, public assistance, and capital improvement fund, is the sum of \$14,111,650 for the Current Fund, \$2,192,512 for the Water Utility Fund, and \$1,866,117 for the Sewer Utility; and

**WHEREAS**, the temporary budget shall not exceed 26.25% of the total appropriations in the 2023 budget, exclusive of any appropriations made for principal and interest of debt, public assistance, and capital improvement fund, which is the sum of \$3,704,308 for the Current Fund, \$575,534 for the Water Utility Fund, and \$489,855 for the Sewer Utility Fund.

**NOW, THEREFORE, BE IT RESOLVED** that the following temporary appropriations for 2024 operating purposes be made in the amount of \$3,704,308 for the Current Fund, \$575,534 for the Water Utility Fund, and \$489,855 for the Sewer Utility Fund.

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**RESOLUTION 24-46**  
**APPROPRIATING DEBT SERVICE REQUIREMENT**

**WHEREAS**, N.J.S.A. 40A:4-19 provides authority for appropriating in a temporary resolution the permanent debt service requirement for the coming fiscal year providing that such resolution is not made earlier than the last ten days of the preceding fiscal year; and

**WHEREAS**, the date of this resolution is subsequent to that date; and

**WHEREAS**, principal and interest will be due on various dates from January 1, 2024 to December 31, 2024 inclusive, in sundry bonds issued and outstanding.

**NOW THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Town of Boonton, County of Morris, State of New Jersey, that the following appropriations be made to cover the period from January 1, 2024 to December 31, 2024 inclusive:

DEBT SERVICE GENERAL IMPROVEMENT	
Bond Principal	\$ 500,000.00
Interest on Bonds	\$ 71,195.00
DEBT SERVICE – WATER UTILITY	
Bond Principal	\$ 235,000.00
Interest on Bonds	\$ 36,872.50

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**RESOLUTION 24-47**  
**RESOLUTION REQUIRING CLAIMANT CERTIFICATIONS ON CERTAIN TYPES OF TRANSACTIONS**

**WHEREAS**, N.J.S.A. 40A: 5-16(a) restricts payment to vendors without completed claimant certifications on purchase orders, a claimant or vendor certification is a certification from the party claiming payment that the bill or demand is correct; and

**WHEREAS**, Local Finance Notice 2018- 13 adopted new regulations on claimant certifications, allowing greater flexibility for local units in implementing the claimant certification requirement set forth in N.J.S.A. 40A: 5-16(a); and

**WHEREAS**, the Town of Boonton desires to eliminate the requirement for claimant certifications for all vendors with the following exceptions: any purchase orders over the threshold of \$6,000, the advance or reimbursement of employee expenses, or for services provided exclusively and entirely by an individual, including sole proprietors.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Town of Boonton, in the County of Morris and State of New Jersey to eliminate the requirement for vendor signature on Town purchase orders except for purchase orders over \$6,000, the advance or reimbursement of employee expenses, or for services provided exclusively and entirely by an individual, including sole proprietors.

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**CONSENT AGENDA VOTE**  
**Resolutions 24-03 through 24-47**

MOVED:	SECOND:				
	YES	NO	ABSENT	ABSTAIN	RECUSE
Mr. Balan					
Ms. DeVenezia					
Mr. Hettrich					
Mr. Meehan					
Ms. Minson					
Mr. Murray					
Mr. Weisman					
Mr. Wekilsky					
Mayor Lynch					

**GENERAL DISCUSSION OF TOWN COUNCIL, ADMINISTRATOR OR ATTORNEY**

**NEW BUSINESS**

**Happy New Year**

**MEETING OPEN TO THE PUBLIC**

Mayor Lynch will open this portion of the meeting to the public.

**ADJOURN**

There being no further business, the meeting shall adjourn.

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_ Voice vote Yes\_\_ No\_\_

\_\_\_\_\_  
 Elizabeth Bonsiewicz, Town Clerk

Date Approved: \_\_\_\_\_