

BOROUGH OF MENDHAM
REORGANIZATION MEETING OF THE MAYOR AND COUNCIL
JANUARY 3, 2025, 7:00PM
MENDHAM FIREHOUSE
AGENDA

1. CALL TO ORDER

2. FLAG SALUTE AND MOMENT OF SILENCE

3. OPEN PUBLIC MEETINGS ACT STATEMENT

Notice of this Reorganization Meeting of the Mayor and Council of the Borough of Mendham was published in the Daily Record and Star Ledger, posted in the Phoenix House, and was filed in the Office of the Borough Clerk in accordance with the Open Public Meetings Act. Official action will be taken at this meeting.

4. INVOCATION

Invocation will be performed by Father Mike Drury

5. STATEMENT OF DETERMINATION OF THE MORRIS COUNTY BOARD OF CANVASSERS

The official Statement of Determination sealed by the Morris County Board of Canvassers confirmed the election of Council Member Matthew Bruin and Council Member Alexandra Henry Traut to the Mendham Borough Council at the November 5th, 2024 General Election.

6. ADMINISTRATION OF THE OATHS OF OFFICE – ELECTED OFFICIALS

Mayor Christine Serrano Glassner will administer the Oath of Office to:

- Matthew Bruin, Mendham Borough Council
- Alexandra Henry Traut, Mendham Borough Council
- Jon Alperin, Captain for the Mendham First Aid Squad
- Gregory Wiatroski, Fire Chief for the Mendham Borough Fire Department

7. ROLL CALL

Mayor Christine Serrano Glassner
Council Member Althoff
Council Member Bruin
Council Member Henry Traut
Council Member Kelly

Council Member Russo
Council Member Sullivan

8. MAYOR'S WELCOME

9. MAYOR'S SERVICE AWARDS

Father Mike Drury, Borough Chaplin
Wayne Leblond, Borough of Mendham
Joseph Carangelo, West Morris Mendham High School Recreation Committee Liaison
Kristin Ackerman, West Morris Mendham High School Recreation Committee Liaison
Dunkin Donuts
Wicker Basket

10. HOLIDAY HOME DECORATING CONTEST WINNER

Michael Rotella, 6 Florie Farm RD

11. NOMINATION AND ELECTION OF COUNCIL PRESIDENT FOR CALENDAR YEAR 2025

(Nomination and Election to be made by Council motion)

12. APPOINTMENT OF COUNCIL STANDING COMMITTEES FOR CALENDAR YEAR 2025

(Mayoral appointments with Council approval pursuant to Article V of the Council By-Laws)

Finance Committee

James Kelly, Chair Will Russo Alexandra Henry Traut

Public Safety Committee/Board of Health Liaison

Marilyn Althoff, Chair James Kelly Neil Sullivan

Recreation and Parks Committee/School Boards Liaison

Matthew Bruin, Chair Marilyn Althoff James Kelly

Personnel Committee/Volunteer Projects Liaison

Will Russo, Chair Marilyn Althoff Matthew Bruin

Public Works & Utilities

Neil Sullivan, Chair Matthew Bruin Alexandra Henry Traut

Land Use Committee

Alexandra Henry Traut, Chair Neil Sullivan Will Russo

Affordable Housing Committee

Mayor Christine Serrano Glassner

James Kelly

Alexandra Henry Traut

13. APPOINTMENTS TO BOARDS, COMMISSIONS AND COMMITTEES

Appointments to the Board of Health *(Council motion required)*

Name	Position	Term Expires
Ken Lordy	Regular Member	12/31/2025
Laura Montenegro	Regular Member	12/31/2025
John Nosta	Regular Member	12/31/2026
Merry Leblond	Regular Member	12/31/2025
Tom Day	Regular Member	12/31/2025
	Alternate Member	12/31/2025
	Alternate Member	12/31/2025

Appointments to the Recreation Committee

(Members appointed by the Mayor with the advice and consent of the Borough Council)

(Council Motion Required)

Name	Position	Term Expires
Tim McChesney	Regular Member	12/31/2027
Rob D’Urso	Regular Member	12/31/2025
Ned Panfile	Regular Member	12/31/2026
Kevin Lanahan	Regular Member	12/31/2025
Dianne Ackerman	Regular Member	12/31/2025
Nick Niemczyk	Alternate Member	12/31/2026
Vacant	Alternate Member	12/31/2026

Appointments to the Environmental, Open Space & Shade Tree Committee (ECOSST)

(Mayoral appointments)

Name	Position	Term Expires
Darren D’Agostino	Shade Tree	12/31/2025
Tim Foerster	Shade Tree	12/31/2027
Lawrence Morris	Shade Tree	12/31/2027
Vacant	Shade Tree Alternate I	
Ted Metzler	Environmental Commission	12/31/2026
Marian Mundy	Environmental Commission	12/31/2026
Eric Arena	Environmental Commission	12/31/2027
Jacquelyn Herrick	Environmental Commission	12/31/2027
Dave Tracy	Environmental Commission – Alternate I	12/31/2025
	Joint Land Use Board Member	12/31/2025

Appointments to the Historic Preservation Commission (Mayoral appointments)

Name	Position	Term Expires
Dan Encin	Class A	12/31/2025
Mark Tosso	Class B	12/31/2028
Scott Van Arsdale	Class C	12/31/2026
Addie Shafran	Class C	12/31/2028
Nancy Rodrigues	Class C	12/31/2025
Ryan Mullany	Alternate Member	12/31/2025
Jennifer Cass	Alternate Member	12/31/2026

Appointments to the Joint Land Use Board (Mayoral appointments)

Name	Position	Term Expires
Christine Serrano Glassner	Class I	Concurrent with office
Joyce Bushman	Class II	12/31/2025
Alexandra Henry Traut	Class III	12/31/2025
Richard Smith	Class IV	12/31/2028
David Sprandel	Class IV	12/31/2027
Joseph D'Urso	Class IV	12/31/2027
Jim Molnar	Class IV	12/31/2027
John Egerter	Class IV	12/31/2025
Marrie Rose Garbacz	Class IV	12/31/2027
Keith Kay	Alternate I	12/31/2026
James Barker	Alternate II	12/31/2026
Richard Pace	Alternate III	12/31/2025
Jim Chambers	Alternate IV	12/31/2026

Council Appointment of Class III Member to the Joint Land Use Board (Council motion required)

Alexandra Henry Traut Class III – Council Member 12/31/2025

Appointments to the Hometown Heroes Banner Committee for Calendar Year 2025

Five members appointed by the Mayor; one member must be an elected official. Membership preference is given to U.S. military veterans and family members.

(Mayoral appointments)

Name	Position	Term Expires
James Cillo	Member	12/31/2025
James Laughlin	Member	12/31/2025
Patricia Serrano	Member	12/31/2025
Herb Korte	Member	12/31/2025
John W. Andrews	Member	12/31/2025

Appointments to the Morris County Community Development Revenue Sharing Advisory Committee (CDRS Committee) (Mayoral Appointment)

Name	Position	Term Expires
Joseph D'Urso	Representative	12/31/2025
Beatrice Mastracchio	Representative	12/31/2025

Appointment to Mayor's Ad Hoc Local Economic Development Committee (Mayoral Appointment)

Name	Position	Term Expires
Jay Grant	Regular Member	12/31/2025

Appointment to Local Historian (Mayoral Appointment)

Name	Position	Term Expires
Bud Murphy	Regular Member	12/31/2025

14. APPOINTMENT OF OFFICIALS - COUNCIL APPOINTMENTS (Made by Council motion)

Appointment of Captain of the Mendham Borough First Aid Squad for Calendar Year 2025
(In accordance with §22-3 of the Code of Mendham Borough)

Jon Alperin

Appointment of Fire Official/Fire Marshal for the Borough of Mendham for Calendar Year 2025
(In accordance with §106-5 of the Code of Mendham Borough)

Thomas Ryan

15. APPOINTMENT OF OFFICIALS - MAYORAL APPOINTMENTS

Appointment of Fire Chief for the Mendham Borough Fire Department for Calendar Year 2025
(Chapter 20, §20-2 of the Code of Mendham Borough; 1-year appointment)

Gregory Wiatroski

Appointment of Emergency Management Office Coordinator and Deputy Coordinator for the Borough of Mendham

(N.J.S.A. Appendix A: 9-33 et seq. and Directive 22 Issued by the State Office of Emergency Management)

Continuing 3-year appointment from January 2024. Term of office ends 12/31/2027

Mayor Christine Serrano Glassner
John Andrews

Appointment of Deputy Municipal Emergency Management Coordinators for the Borough of Mendham for Calendar Year 2025

(N.J.S.A. Appendix A: 9-33 et seq. and Directive 22 Issued by the State Office of Emergency Management)

William Craig, Mendham Borough Public Safety Director
Patrick McNichol, Mendham Borough Police Officer in Charge
Pete Hafemeister, Mendham Borough Department of Public Works Superintendent
Jon Alperin, Mendham First Aid Squad Captain
Gregory Wiatroski, Mendham Fire Department Chief

Appointment of Officials to the Municipal Emergency Management Council for the Borough of Mendham for Calendar Year 2025

(N.J.S.A. Appendix A: 9-41, as amended)
Mendham Borough OEM Coordinator - Chair Mendham Borough Mayor
Borough Administrator
Department of Public Works Superintendent
Mendham Borough Public Safety Director
Mendham Borough Police Officer in Charge
Mendham Borough Fire Chief
Mendham Borough First Aid Captain
Bernard's Township Health Department Representative
West Morris Regional High School District Representative
Mendham Borough Board of Education Representative

16. RESOLUTIONS – ADMINISTRATIVE (Council will take action by a single motion and vote unless a member requests that an item be removed and considered separately)

#001-2025 RESOLUTION ADOPTING THE BY-LAWS OF THE BOROUGH COUNCIL FOR CALENDAR YEAR 2025

#002-2025 ANNUAL SCHEDULE OF BOROUGH COUNCIL MEETINGS FOR CALENDAR YEAR 2025

#003-2025 RESOLUTION AUTHORIZING DESIGNATION OF NEWSPAPERS FOR CALENDAR YEAR 2025

#004-2025 RESOLUTION AUTHORIZING ADOPTION OF THE PERSONNEL POLICIES & PROCEDURES MANUAL

#005-2025 RESOLUTION AFFIRMING THE POLICY OF THE BOROUGH OF MENDHAM TO TREAT THE PUBLIC, EMPLOYEES, PROSPECTIVE EMPLOYEES, APPOINTEES, VOLUNTEERS AND CONTRACTORS IN A MANNER CONSISTENT WITH ALL APPLICABLE CIVIL RIGHTS LAWS AND REGULATIONS FOR CALENDAR YEAR 2025

#006-2025 RESOLUTION REAFFIRMING MENDHAM BOROUGH'S WELCOMING NATURE AND SHARED VALUES FOR THE PROTECTION OF THE CONSTITUTIONAL, CIVIL, AND

HUMAN RIGHTS FOR ALL CITIZENS

17. RESOLUTIONS – FISCAL MANAGEMENT (Council will take action by a single motion and vote unless a member requests that an item be removed and considered separately)

#007-2025 RESOLUTION AUTHORIZING INTEREST RATE AND PENALTIES ON DELINQUENT PROPERTY TAX PAYMENTS AND DELINQUENT SEWER UTILITY PAYMENTS FOR CALENDAR YEAR 2025

#008-2025 RESOLUTION AUTHORIZING THE TAX COLLECTOR TO HOLD A TAX LIEN SALE IN CALENDAR YEAR 2025

#009-2025 RESOLUTION CANCELING OVERPAYMENT OR UNDERPAYMENT OF TAXES, SEWER FEES AND OTHER CHARGES AND FEES IN THE AMOUNT OF \$10.00 OR LESS FOR CALENDAR YEAR 2025

#010-2025 RESOLUTION ADOPTING A CASH MANAGEMENT PLAN FOR CALENDAR YEAR 2025

#011-2025 RESOLUTION DESIGNATING MUNICIPAL DEPOSITORIES FOR PUBLIC MONIES AND OTHER FUNDS COLLECTED FOR CALENDAR YEAR 2025

#012-2025 RESOLUTION AUTHORIZING CHECK AND VOUCHER SIGNATURES FOR CALENDAR YEAR 2025

#013-2025 RESOLUTION ADOPTING THE FEE AND RATE SCHEDULE FOR CALENDAR YEAR 2025

#014-2025 RESOLUTION TO ESTABLISH A PETTY CASH FUND AND CHANGE FUNDS FOR CALENDAR YEAR 2025

#015-2025 TEMPORARY CURRENT FUND OPERATING BUDGET FOR CALENDAR YEAR 2025

#016-2025 TEMPORARY SEWER FUND OPERATING BUDGET FOR CALENDAR YEAR 2025

18. RESOLUTIONS – OFFICIAL APPOINTMENTS (Council will take action by a single motion and vote unless a member requests that an item be removed and considered separately)

#017-2025 RESOLUTION APPOINTING CERTAIN OFFICIALS AND EMPLOYEES FOR CALENDAR YEAR 2025

#018-2025 RESOLUTION APPOINTING ERICK MESIAS, CFO AS COMMISSIONER AND PEGGY TIMONEY, PERSONNEL COORDINATOR AS ALTERNATE COMMISSIONER TO THE MORRIS COUNTY JOINT INSURANCE FUND FOR CALENDAR YEAR 2025

#019-2025 RESOLUTION DESIGNATING LAUREN MCBRIDE AS THE PUBLIC AGENCY COMPLIANCE OFFICER FOR CALENDAR YEAR 2025

- #020-2025 RESOLUTION APPOINTING JOYCE BUSHMAN AS QUALIFIED PURCHASING AGENTS FOR CALENDAR YEAR 2025
- #021-2025 RESOLUTION APPOINTING LISA SMITH AS THE BOROUGH'S MUNICIPAL HOUSING LIAISON
- #022-2025 RESOLUTION OF THE BOROUGH OF MENDHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, AUTHORIZING THE ESTABLISHMENT OF AN AFFORDABLE HOUSING ADVISORY SUBCOMMITTEE

19. **RESOLUTIONS – PROFESSIONAL SERVICE AGREEMENTS** *(Council will take action by a single motion and vote unless a member requests that an item be removed and considered separately)*

- #023-2025 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO DORSEY AND SEMRAU LLC FOR MUNICIPAL ATTORNEY SERVICES
- #024-2025 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO NISIVOCIA LLC FOR MUNICIPAL AUDITING SERVICES
- #025-2025 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO BOSWELL ENGINEERING, INC. FOR MUNICIPAL ENGINEERING SERVICES
- #026-2025 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO JAMES R. WANCHO, P.E. OF PAULUS, SOKOLOWSKI AND SARTOR, LLC IN CONNECTION WITH THE BOROUGH OF MENDHAM WATER RECLAMATION FACILITY
- #027-2025 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO CLEARY, GIACOBBE, ALFIERI, JACOBS LLC FOR MUNICIPAL LABOR ATTORNEY SERVICES
- #028-2025 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO HAWKINS, DELAFIELD AND WOOD, LLC FOR MUNICIPAL BOND COUNSEL SERVICES
- #029-2025 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO SKYLANDS RISK MANAGEMENT, INC. FOR MUNICIPAL RISK MANAGEMENT SERVICES
- #030-2025 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO J. CALDWELL & ASSOCIATES, LLC FOR MUNICIPAL PLANNER SERVICES
- #031-2025 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES

CONTRACT WITHOUT COMPETITIVE BIDDING TO STORMWATER COMPLIANCE SOLUTIONS, LLC FOR NJDEP STORMWATER PERMITTING COMPLIANCE CONSULTING SERVICES

- #032-2025 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO MOREHOUSE ENGINEERING, INC. FOR GENERAL SUPPORT OF THE SCADA SYSTEM AT THE WATER RECLAMATION FACILITY**
- #033-2025 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO PAULUS, SOKOLOWSKI & SARTOR, LLC FOR INTERIM S-3 LICENSED WASTEWATER OPERATOR AT THE BOROUGH'S WATER RECLAMATION FACILITY**
- #034-2025 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO ACTION DATA SERVICES FOR PAYROLL AND ACCOUNTING SERVICES**
- #035-2025 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO HOUSING PARTNERSHIP AND APPOINTING HOUSING PARTNERSHIP AS ADMINISTRATIVE AGENT TO ADMINISTER THE NJ UHAC REGULATIONS**
- #036-2025 RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO SUPERIOR OFFICE SYSTEMS FOR OFFICE COPIERS AND SUPPLIES THROUGH PEPPM TECHNOLOGY BIDDING AND PURCHASING PROGRAM A NATIONAL COOPERATIVE PURCHASING PROGRAM PURSUANT TO N.J.S.A. 52:34-6.2, ET AL**

20. DISCUSSION ITEM

21. MAYOR'S MESSAGE

22. PUBLIC COMMENTS

This is an opportunity for the public to comment on any matter or concern. To ensure that every citizen has an opportunity to speak, the Mayor will recognize the individual and ask them to state their name and address for the record. Speakers are asked to limit their comments to five minutes. Please note that Public Comments do not follow a question-and-answer format; however, a member of the Governing Body may offer a brief response when it is helpful to do so.

23. ADJOURNMENT

The next regular meeting of the Mendham Borough Mayor and Council will convene on January 15, 2025 at 7:00 PM in the Garabrant Center, 4 Wilson Street, Mendham.