MAYOR AND COUNCIL
BOROUGH OF CLOSTER

WORK SESSION AGENDA: WEDNESDAY ~ June 11, 2025 at 7:00 PM

THIS REGULARLY SCHEDULED MEETING OF THE CLOSTER MAYOR AND COUNCIL WILL BE HELD IN-PERSON, TELEPHONICALLY, and VIA ZOOM VIDEO. You may join the Zoom meeting including video by accessing the information posted in the Borough Calendar on the Borough website by visiting www.closterboro.com and clicking the link on the left sidebar for Calendars and Notice of Meetings and click on the corresponding date. To join via Telephone Audio Only: +1 301-715-8592; MEETING ID: 864 2063 3673; PASSWORD: 8675309

1. **PLEDGE OF ALLEGIANCE**

2. **OPEN PUBLIC MEETINGS ACT STATEMENT**
This meeting is called pursuant to the provisions of the Open Public Meetings Act of the State of New Jersey, was included in the Notice of 2025 Mayor and Council Meetings which was published in The Record on December 29, 2024 and The Star-Ledger on December 30, 2024, was posted on the Municipal Clerk's bulletin board and on the Borough website, and has remained posted as the required notices under the Statute. In addition, a copy of the notice is and has been available to the public and is on file in the office of the Municipal Clerk.

3. **ROLL CALL**
Mayor Glidden
Councilwoman Amitai
Councilman Cho
Councilwoman Chung
Councilwoman Latner
Councilwoman Maroules
Council President Yammarino

4. **PRESENTATION**
Cubmaster Andrew Correa

5. **PROCLAMATION**
Appreciation of Public Service – Donald W. Winters

6. **MINUTES APPROVAL**
   a. Sine Die and Reorganization Meeting Minutes of January 2, 2025
   b. Work Session and Regular Meeting Minutes of January 8, 2025
   c. Work Session and Regular Meeting Minutes of January 22, 2025
   d. Work Session and Regular Meeting Minutes of February 12, 2025

7. **REVIEW AND DISCUSSION OF COMMUNICATION ITEMS:**
   a. Mail List of May 30, 2025
   b. Mail List of June 6, 2025

8. **REVIEW AND DISCUSSION OF CONSENT AGENDA ITEMS FOR REGULAR MEETING**

*25-157 AUTHORIZING RENEWAL OF 2025-2026 LIQUOR LICENSES

*25-158 PARTICIPATE IN THE US ARMY CEREMONIAL RIFLE PROGRAM

*25-159 DENYING THE REQUEST FOR A WAIVER OF THE SIDEWALK REQUIREMENT OF THE CLOSTER CODE FOR THE PROPERTY AT 63 HARRINGTON AVENUE

*25-160 TRANSFERRING UNEXPENDED BALANCES FROM 2024 APPROPRIATION RESERVE

*25-161 APPROVING THE AMENDMENT AND SUBMISSION OF THE 2025-2029 COMMUNITY FORESTRY MANAGEMENT PLAN (CFMP) DATED

*25-162 GOVERNING BODY CERTIFICATION OF 2024 AUDIT

*25-163 APPOINTING AN ACTING ZONING OFFICER – JOSEPH SCOTT JEZEQUEL

*25-164 BILLS LIST

*25-165 FIXING BASE SALARIES FOR 2025

*25-166 AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH BOSWELL ENGINEERING TO PROVIDE ENGINEERING SERVICES FOR MODIFICATIONS TO THE HIGH STREET & KNICKERBOCKER ROAD SIGNAL

*25-167 SUPPORTS "OLDER AMERICANS MONTH" IN NEW JERSEY

*25-168 SUPPORTS ASIAN AMERICAN, NATIVE HAWAIIAN, AND PACIFIC ISLANDER MONTH (AAPI)

9. **PROFESSIONAL REPORTS**
   a. BOROUGH CLERK
   b. BOROUGH ENGINEER
   c. BOROUGH ADMINISTRATOR
   d. CHIEF OF POLICE

10. **HAWKERS AND PEDDLERS LICENSE**
    HP 2025-09 Aptive Environmental LLC – Sebastian Narvaez

11. **APPOINTMENT BY MAYOR**
    Historical Preservation Commission
    Francesca Costa Alternate No. 2 2 Years Unexpired Term Ending 12/31/2025

12. **OLD BUSINESS**

13. **NEW BUSINESS**

14. **OPEN MEETING FOR PUBLIC COMMENTS (5 MINUTE LIMIT)**

15. **CLOSED SESSION** – AFTER REGULAR MEETING
    *25-169 CLOSED SESSION – JUNE 11, 2025

16. **ADJOURNMENT**

AGENDA SUBJECT TO CHANGE

Proclamation

Appreciation for Public Service

Donald W. Winters

Whereas the Governing Body of the Borough of Closter recognizes the invaluable contributions of *Donald, "Don" Winters,* a Closter resident of fifty-five years where he and his wife, Nancy, raised their family and as a dedicated volunteer member of the Closter Board of Health, Closter Board of Ethics, Office of Emergency Management and Crossing Guard ~ Closter Police Department, and;

Whereas *Don Winters* willingly served his country in the United States Army as well as supporting his community in numerous capacities and was thought of as a gentleman and a friend to all who knew him, and;

Whereas *Don Winters,* following his retirement from a thirty-two year career with Nabisco, began his volunteer service to the Borough of Closter in 1992 as a member of the Closter Board of Ethics, followed by his service to the Closter Board of Health in 1995 where he quickly assumed the responsibilities as Vice President until 2004 when he became President of the Board of Health and remained an active member until relocating to South Carolina with his wife, Nancy, and;

Whereas *Don Winters* served as a volunteer member of the Office of Emergency Management from 1999 to 2001 as well as enjoyed working as a Crossing Guard with the Closter Police Department, serving on his favorite post located on Harrington Avenue at Tenakill Middle School between 2000 and 2015, and;

Whereas *Don Winters* dedicated unlimited, selfless amounts of time as an active member of community organizations, serving the Closter Lions Club as not only a member, but as its President and Secretary and for thirty-seven years as a member of the Bergen-Rockland Chapter of the National Railway Historical Society where he served as President and National Director, and;

Whereas *Don Winters* was an extremely well respected member of Closter and was often found enjoying morning breakfasts with friends at the Red Maple in Closter, where he was a 'regular", and;

Therefore be it proclaimed that the Mayor and Council of the Borough of Closter ask all of our residents to take a moment on Wednesday, June 11th and recognize the dedication, commitments and accomplishments of *Donald W. Winters*, for a lifetime devoted to his family and the community, thus enriching the quality of life for all residents of Closter as well as the residents within the Northern Valley of Bergen County, State of New Jersey and beyond.

Signed:

John C. Glidden, Jr., Mayor
Borough of Closter

:lw

BOROUGH OF CLOSTER
RESOLUTION #2025-157
JUNE 11, 2025

AUTHORIZING RENEWAL OF 2025-2026 LIQUOR LICENSES

WHEREAS, applications have been filed for the renewal of certain liquor licenses for the sales and consumption of alcoholic beverages pursuant N.J.S.A 33:1-1 et seq. for the term of one (1) year commencing July 1, 2025 and ending June 30, 2026; and

WHEREAS, the following licenses for the sale and consumption of alcohol beverages are hereby approved and authorized:

CLUB LICENSE

0207-31-014-002	BPO Elks 2304 148 Railroad Avenue	$ 188.00

PLENARY RETAIL DISTRIBUTION LICENSES

0207-44-004-006	ANANT, INC. t/a Garden State Dairy & Liquor 135 Oakland Ave	$2,500.00
0207-44-008-006	CLOSTER WINE & SPIRITS, INC. t/a Gary's Wine 67 Ver Valen Street	$2,500.00
0207-44-010-005	UNI 4H INC.. t/a Murphy's Fine Wine & Liquor 230 Closter Dock Rd	$2,500.00

PLENARY RETAIL CONSUMPTION LICENSE

0207-33-001-009	NORMLIN. INC. t/a Rudy's Pizza 55 Vervalen St.	$2,500.00
0207-33-003-007	GJEVUKAJ RESTAURANT CORP. t/a Sear House 411 Piermont Rd	$2,500.00
0207-33-011-014	SILK ROAD RESTAURANTS, LLC t/a Brasserie Memere 107 Ver Valen Street	$2,500.00

COUNCILMEMBER	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai						
Councilman Cho						
Councilwoman Chung						
Councilwoman Latner						
Councilwoman Maroules						
Council President Yammarino						

Adopted: June 11, 2025

ATTEST: APPROVED:

_____ _____
Mari J. Margiotta, Borough Clerk John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held June 11, 2025.

_____
Mari J. Margiotta, Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION #2025-158
JUNE 11, 2025

PARTICIPATE IN THE US ARMY CEREMONIAL RIFLE PROGRAM

WHEREAS, the US ARMY under Title 10 United States Code 7683 which governs the Army Ceremonial Rifle Program allows law enforcement agencies to conditionally receive M-1 Garand Rifles for ceremonial use, and

WHEREAS, the Closter Police Department would like to participate in this program and receive 4 M-1 Garand Rifles for ceremonial use, and

WHEREAS, the US ARMY would retain ownership of these rifles, and

NOW, THEREFORE, BE IT RESOLVED, by the Borough of Closter that the Governing Body hereby authorizes the Closter Police Department to participate in the US ARMY Ceremonial Rifle Program and receive four (4) M-1 Garand Rifles for ceremonial use.

COUNCILMEMBER	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai						
Councilman Cho						
Councilwoman Chung						
Councilwoman Latner						
Councilwoman Maroules						
Council President Yammarino						

Adopted: June 11, 2025

ATTEST: APPROVED:

_____ _____
Mari J. Margiotta, Borough Clerk John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held June 11, 2025.

BOROUGH OF CLOSTER
RESOLUTION #2025-159
JUNE 11, 2025

DENYING THE REQUEST FOR A WAIVER OF THE SIDEWALK REQUIREMENT OF THE CLOSTER CODE FOR THE PROPERTY AT 63 HARRINGTON AVENUE

WHEREAS, the owner of the property located at 63 Harrington Avenue, Nir Lindenberg, requested a waiver of the Borough's sidewalk requirement pursuant to Closter Code Section 171- 29A(2) from the Mayor and Council; and

WHEREAS, prior to this request, the property owner submitted a site plan to the Building Department and to the Borough Engineer for an addition to an existing structure which showed only curb; and

WHEREAS, thereafter the property owner was informed that a sidewalk was also required pursuant to the Borough's Code; and

WHEREAS, subsequently the property owner submitted a letter requesting a waiver of this requirement to the Governing Body and appeared before them at a Council meeting held on April 9, 2025; and

WHEREAS, the Borough Engineer reviewed this request and informed the Governing Body that the road in question in this matter is a county road and recommended that the sidewalk waiver be denied; and

WHEREAS, it was further recommended that, in addition to the sidewalk installation, curb be installed as shown on the homeowner's site plan; and

WHEREAS, the Borough Attorney reviewed the documentation in this matter and agrees with the aforementioned recommendations.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Closter hereby:

1. Denies the request by Nir Lindenberg for a sidewalk waiver for 63 Harrington Avenue; and
2. Requires that both a sidewalk and curb be installed at 63 Harrington Avenue pursuant to the Borough's Code.

COUNCILMEMBER	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai						
Councilman Cho						
Councilwoman Chung						
Councilwoman Latner						
Councilwoman Maroules						
Council President Yammarino						

Adopted: June 11, 2025

ATTEST: APPROVED:

_____ _____
Mari J. Margiotta, Borough Clerk John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held June 11, 2025.

_____
Mari J. Margiotta, Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION #2025-160
JUNE 11, 2025

TRANSFERRING UNEXPENDED BALANCES FROM 2024 APPROPRIATION RESERVE

WHEREAS, the Borough of Closter desires to transfer unexpended salary and wages balances from its 2024 appropriation reserve line items to the Accumulated Leave Reserve in the Other Trust Fund.

NOW, THEREFORE, BE IT RESOLVE, by the Mayor and Council of the Borough of Closter that the Assistant Chief Financial Officer be and is hereby authorized to make the following in the 2024 Appropriation Reserves transfer:

General Admin	4-01-20-100-000-011	$ 39.93
Municipal Clerk	4-01-20-120-000-011	$ 857.15
Information Tech	4-01-20-140-000-011	$ 359.65
Revenue Admin	4-01-20-145-000-011	$ 683.93
Assessor	4-01-20-150-000-011	$ 103.06
Joint Land Use	4-01-21-181-000-011	$ 188.74
Code Enforcement	4-01-22-201-000-011	$ 1,294.00
Police Dept.	4-01-25-240-000-011	$ 5,466.42
Emergency Mgmt.	4-01-25-252-000-011	$ 301.18
Fire Prevention	4-01-25-265-000-010	$ 10.45
Streets & Roads	4-01-26-290-000-011	$ 69,902.61
Shade Tree	4-01-26-300-000-011	$ 0.90
Sanitation	4-01-26-305-000-011	$ 5,181.88
Recycling	4-01-26-306-000-011	$ 969.76
Vehicle Maintenance	4-01-26-315-000-011	$ 0.35
Board of Health	4-01-27-330-000-010	$ 1,134.20
Recreation	4-01-28-370-000-011	$ 3,479.08
Municipal Court	4-01-43-490-000-011	$ 2,832.66
		$ 92,805.95

COUNCILMEMBER	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai						
Councilman Cho						
Councilwoman Chung						
Councilwoman Latner						
Councilwoman Maroules						
Council President Yammarino						

Adopted: June 11, 2025

ATTEST: APPROVED:

_____ _____
Mari J. Margiotta, Borough Clerk John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held June 11, 2025.

_____
Mari J. Margiotta, Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION #2025-161
JUNE 11, 2025

APPROVING THE AMENDMENT AND SUBMISSION OF THE 2025-2029 COMMUNITY FORESTRY MANAGEMENT PLAN (CFMP) DATED MARCH 12, 2025 RESOLUTION #2025-100 CLOSTER SHADE TREE COMMISSION

WHEREAS, at the regularly scheduled meeting held on March 12, 2025, the Closter Mayor and Council reviewed and approved Resolution #25-100, authorizing the approval and submission of the 2025-2029 Community Forestry Management Plan (CFMP) for the continued accreditation as a member of the New Jersey Urban & Community Forestry Program; and

WHEREAS, following the governing body's approval to submit the proposed 2025-2029 CFMP to the New Jersey Urban & Community Forestry Service, the Closter Shade Tree Commission reexamined the document and determined minor amendments should be incorporated reflecting the Borough's commitment in maintaining its accreditation status and ensuring the comprehensive coverage of community forestry initiatives; and

WHEREAS, at the regularly scheduled meeting of the Closter Shade Tree Commission held on May 19, 2025, the amended 2025-2029 CFMP, (Exhibit A attached) prepared by Elizabeth Stewart, NJ Licensed Tree Expert #531, was reexamined and found to be in compliance with the standards required by the New Jersey Urban & Community Forestry Service; and

NOW, THEREFORE, BE IT RESOLVED the Mayor and Council of the Borough of Closter have reviewed the amended **2025-2029 Community Forestry Management Plan** to the New Jersey Urban & Community Forestry Service and authorize Mayor John Glidden to sign the certification page and for Elizabeth Stewart to submit it to the State of New Jersey on behalf of the Borough of Closter.

COUNCILMEMBER	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai						
Councilman Cho						
Councilwoman Chung						
Councilwoman Latner						
Councilwoman Maroules						
Council President Yammarino						

Adopted: June 11, 2025

ATTEST: APPROVED:

_____ _____
Mari J. Margiotta, Borough Clerk John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held June 11, 2025.

_____
Mari J. Margiotta, Borough Clerk

EXHIBIT A
2025 – 2029 Community Forestry Management Plan

2025-2029 Community Forestry Management Plan (CFMP)

Borough of Closter, NJ

Bergen County

Mayor & Council:

John Glidden - Mayor
Jannie Chung
Chris Cho – Environmental Commission Liaison
Victoria Amaitai
Alissa Latner
Joseph Yammarino – Council President, Shade Tree Commission Liaison
Anna Maroules

Shade Tree Commission:

Jim Oettinger – Chairperson
Todd Bradbury
Miriam Lockhart
Tsun Tam
TJ McCaffrey
Daniel Serata
Tony Lupardi Jr
Bradley Burnes
Leslie Weatherly – Shade Tree Coordinator/Administrative Support

Borough Administrator: James Winters
Borough Clerk: Mari Margiotta

Director of Public Works: William Dahle III
Superintendent of Public Works: A.J. Martin

CFMP – since 2003 Tree City USA 24yrs Sustainable Jersey - bronze certified

Prepared by:
liz stewart, Consulting Arborist
NJ Licensed Tree Expert #531
NJISA Arborist #1380A
ISA TRAQ Risk Assessment Qualified
river edge nj
201-294-8438
lizstewart222@gmail.com

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Municipal/County Information Form

Municipality: Borough of Closter

County: Bergen

Address: 295 Closter Dock Rd, Closter, NJ 07624

Contact Name: Leslie Weatherly, Shade Tree Coordinator

Phone office: 201-784-0600 ext. 304
Fax: 201-784-9727
Email: shadetree@closternj.us

Organization Name: Borough of Closer Shade Tree Commission

Mayor Signature (original copy signed): _____

Date of Management Plan Submission: _____

Time Period Covered in Management Plan: January 2025- December 2029

Official Use Only Certification

The above named municipality/county has made formal application to the New Jersey Forestry Service. I am pleased to advise you that after our review, the NJ Forestry Service has concluded that this plan meets the standards set forth by the State and the NJ Community Forestry Council and is approved for the period covered.

Signed State Forester: _____ Approved date: _____

1. Introduction and Background

Scope of Plan

The Borough of Closter has developed this fifth consecutive 5-year Community Forestry Management Plan in accordance with local and statewide efforts to preserve, maintain, and promote public tree resources. This updated plan outlines the programs, policies, and procedures of Closter's public shade tree resources and is a core foundation to continue their solid tree program. It is the intention that this plan will be used as a commitment and resource to re-establish and solidify the Borough's overall tree program.

Mission Statement: To improve, implement, and maintain a sustainable urban forestry program that will subsequently improve the quality of life for the residents and businesses of Closter maximizing the environmental, social, health, and economic benefits of trees to the community while minimizing the associated costs and liabilities.

Liability Statement:

The Borough of Closter recognizes that street trees are an asset to their community and that they contribute immeasurably to the character of the community. They also realize it is inevitable that trees mature and require care, maintenance, and eventually removal and replacement. Care and maintenance, in addition to planting "the right tree in the right place," can help ensure that community trees not only contribute to the environmental and economic vitality of the area but also reduce the potential hazards to public safety. Because there are realistic budgetary and available resource issues to think about, it is the intent of this plan to focus available resources to the greatest need and systematically work towards a healthy urban forest with commensurate reduced risks to public safety.

By taking logical steps outlined in the Management Plan, the Borough of Closter will be able to enlist government and public support for plan implementation and demonstrate the long-term benefits to the environment and public safety.

Closter will continue to be pro-active in the management and care of their trees. Through structural pruning of young trees and hazard assessment of mature trees, corrective actions can be taken prior to structural tree failure and other hazardous tree related conditions recognizing that continual tree maintenance and care will reduce the probability of tree-related issues, but that unexpected events may still occur.

Following this Management Plan will demonstrate that the Borough of Closter is devoting reasonable levels of resources in a planned manner to reduce the number of tree related accidents and thereby reduce its exposure to liabilities and to increase public safety while adding valuable tree resources to their urban forest.

c. Community Overview:

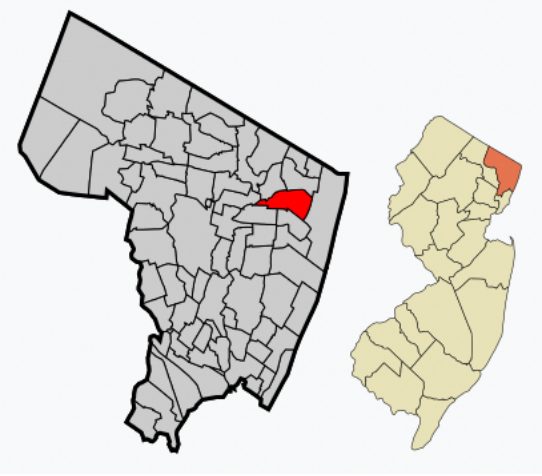
i. Overview: The Borough of Closter, population of 8,544 people, is located in the northeastern portion of Bergen County, approximately 3 miles west of the Hudson River. The municipality is bordered by the Borough of Norwood to the north, the Borough of Harrington Park and the Oradell Reservoir to the west, the Boroughs of Haworth and Demarest to the south, and the Borough of Alpine to the east.

Closter was formed as a borough on January 1st, 1904, from portions of what was originally Harrington Park and Washington Township. The area at the time of settlement was originally part of New York State. The name *Klooster* or "clooster" means "a quiet place, a monastery or cloister." This reflects the Borough's remaining large area of natural canopy cover and the on-going commitment to replace canopy cover lost on private and public land in the future.

Closter's Tree Program continues to efficiently administer the needs of its public tree resource through implementation of its previous 2019-2023 Community Forestry Management Plan (CFMP). The Tree Program has different parts overseen by various groups in the government & public : Shade Tree Commission, DPW, Planning Board and Zoning Board of Adjustment, Construction office, the governing body, residents, schools, volunteers, and local businesses all play a role. The Borough successfully completed the objectives it has established in its previous plan, while continuing all previously existing programs. The challenges the Borough faced are common to most community tree programs which includes primarily a lack of more wide-spread public awareness, education, and engagement.

Ordinances listed in Appendix A.

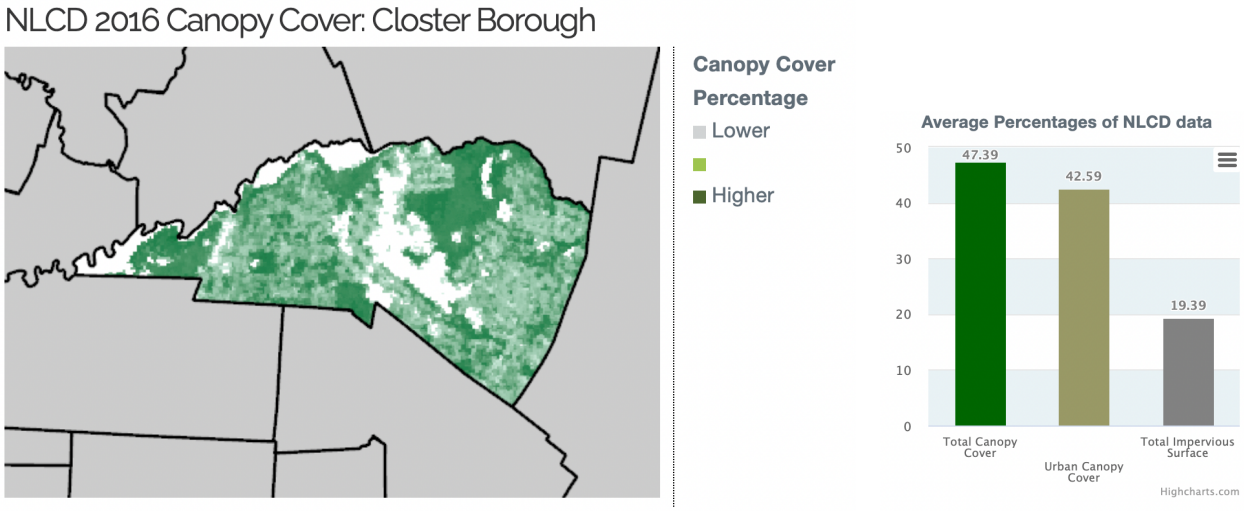
ii. Community Maps:



Closter - Location in Bergen County NJ



Closter - Google Map



Closter Canopy Cover – NJ Forest Adapt Map/Data

iii. History, Accomplishments, & Barriers to Success

Completed goals:

- Tree Inventory – Street Tree Inventory update – a GIS based inventory system 90% completed.

On-going goals:

- Tree Hazard Management – on going as street tree requests come in.
- Tree Inventory – utilize to facilitate day-to-day operations ensuring the data is continually updated as trees are removed and planted to ensure the data remains current in real time.
- Tree Planting – continue yearly to replace tree canopy in the area where trees were removed.
- Pruning – mature trees by district, young trees structural pruning by DPW assisting as able.
- Arbor Day celebrations – create a sustaining yearly program.
- Volunteers - solicit residents through outreach efforts to expand participation.

Uncompleted goals:

- Adopt-A-Tree and/or Memorial Fund program.
- STC sub-committee – to develop regular content for outreach to engage the community
- Shade Tree Fund – establish how to best track and use funds private vs public tree replacement

A recent accomplishment is the street tree inventory which is near completion and is explained more on pg. 7. The system is now ready to be utilized and updated continually to help track the tree population including budget and maintenance needs.

2020-2024 - Over the past 5yrs the Borough has planted an average of 50 trees per year in public spaces along the streets, in parks, and in coordination with schools. Funding comes from the STC budget, grants, and the Shade Tree Fund. In comparison, from the 2014-2018 CFMP the Borough reported approximately 40 public trees planted per year with a goal of planting 80.

During the past 5yrs approximately 42 public trees were removed per year. There has been a loss of essentially all ash trees in the borough due to Emerald Ash Borer, the current anticipated loss of all untreated beech trees from Beech Leaf Disease, and private tree removals are currently at a high rate. It is the continued goal to plant at least 50 Street Trees each year in the many existing vacant right-of-way planting locations. The STC recognizes the need for a commitment of returning to using a dedicated budget line for planting this number of trees.

The current yearly allocated STC planting budget does not fully cover the 50 street tree planting goal and each year approximately $10,000 of supplemental funds have been used from the Shade Tree Fund to plant on the street. These “Shade Tree Funds” are intended to be used to mitigate private property canopy losses. Budgeting sufficiently and consistently each year for public tree replacement without diverting funds from the private property mitigation Shade Tree Fund maintains the historical commitment to sustaining canopy in the right-of-way meeting yearly public planting goals. This then permits the Shade Tree Fund to be used as intended for replacing lost trees.

A challenge facing the town is how to more accurately mitigate private tree loss. To truly mitigate private property loss of canopy, equivalent tree types and private property planting sites need to be designated, and planting fulfilled in the area where trees were lost. Offering trees to residents to be planted as alternate private property locations would be an effective implementation of those funds to ensure replacement of trees where the loss occurred. A second best approach to mitigation of those private losses would be to identify alternate new planting locations on public lands, parking lots, parks, and at schools not currently identified as designated planting sites. This type of creative thinking can more closely satisfy the goals of the Tree Preservation Ordinance by maximizing planting sites on both private and public lands.

There has been a considerable total canopy loss with private tree removals of mature healthy trees that exceeds the replacement goals with an average of 500 private tree removals per year being done. (See Appendix B, pg. 29) Many of those removals at 2 trees or less or of diseased/dead trees are not triggering mitigation. A goal is to establish a system for tracking this information to best attempt mitigation.

The recording of private tree loss has been challenging. This is essential for the Borough to have a more accurate understanding of total canopy loss. It is also important to comprehend if the town is recovering this loss of an important community resource. The construction office would track all private tree removals both dead and alive, and those mitigated versus unmitigated with details of tree types being lost and replaced.

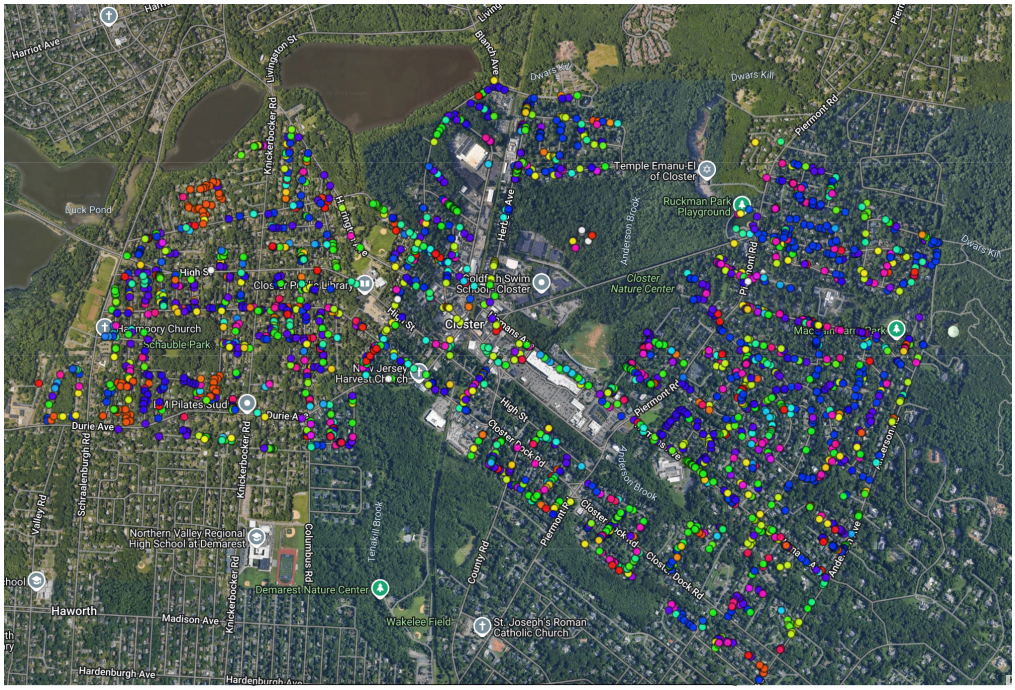
Recording of the incoming source of tree funds is something the STC will attempt to do or at least initiate. The tracking of mitigation funds generated by right-of-way losses (violations) vs. those generated by private tree losses will enable funds to better mitigate losses where they actually occur.

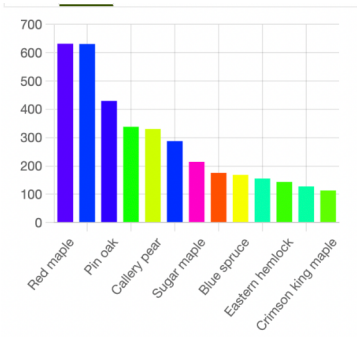
The Tree maintenance was previously done in each of six voting districts on a rotational basis, however due to budget cuts the pruning goals have fallen behind. Keeping on-track with pruning goals helps maximize tree safety and minimizes costs long term where hiring an outside contractor yearly to help may be needed. The DPW completed 5% of tree maintenance prior to this year. They recently purchased a new chipper and bucket truck and identified two DPW employees who have started training as part of a supplemental Tree Crew that can assist in tree removal and pruning. They are in the early stages of creating this new tree crew who will continue taking safety training classes and pruning classes through Rutgers. The past 2 years the DPW has assisted in watering newly planted trees with water gator bags purchased by the Shade Tree Commission. The goal is to water trees planted within the 2 years prior and/or trees in areas that may need more water to establish.

Community outreach continues to be posted mainly on the Borough website Shade Tree page with a variety of information including The Benefit of Trees, how to plant and mulch trees, deer guard resources, an approved tree list, and tree maintenance tips. The Shade Tree Commission also contributes to the Mayor's monthly newsletter on occasion. Getting more residents involved, especially youth groups, has been challenging. The poster and photo contests were successful ways to get more community involvement in tree awareness.

An overriding barrier to the tree program is coordinating the various groups that manage the tree resources. The tree inventory will help bring together all groups in managing the tree population in real time. Another barrier is limited volunteer time available to contribute to the tree program with some members leaving the STC and others joining.

d. Urban Forest Structure, Composition, and Trends : Tree Inventory



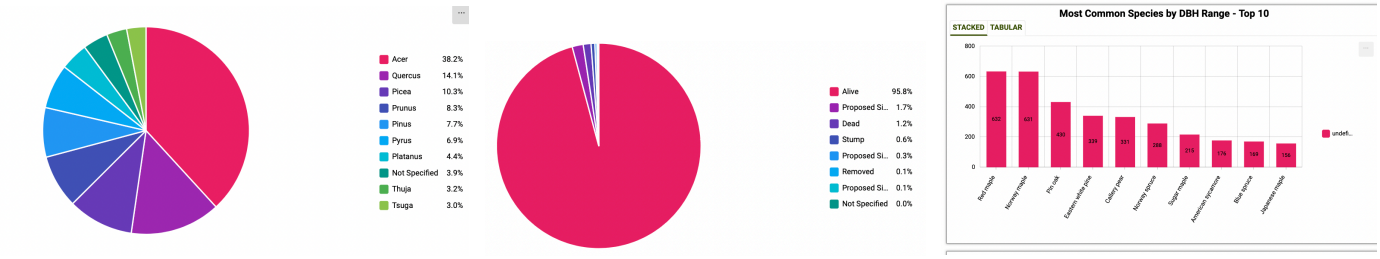


Closter has a current comprehensive street tree inventory on Tree Plotter, a web-based GIS inventory system. The inventory data was mainly collected by PlanIT Geo with a few streets done by a Shade Tree Commission member. In 2022 the inventory was 90% completed with restrictions due to the budget becoming exhausted before it was complete. As of now only a few streets are still outstanding in the inventory. County road trees were not included in the original inventory, nor were vacant planting spots or green spaces. The current inventory recorded trees within 15ft. from the curb which in many cases is beyond the Borough right-of-way. This was done to be able to include and count the eco benefits of all trees functioning as street trees along the roadways as well as being able to track these trees in case of an extreme weather event. In the case of a natural disaster, all tree failures affecting public property could easily be tracked and reported for relief funding. Vacant spots are being added as Shade Tree Commission members see them while doing other tree inspections. The inventory includes the status of trees which can be filtered for maintenance. The DPW is using the software report for dead tree removals. The Closter Nature Center is attempting to implement an inventory of new plantings in forest restoration plots and know they have lost numerous ash and beech trees due to disease. The inventory shows that deer browse and rutting has posed challenges to the street trees. The plan is to have more people involved in utilizing and keeping the system up to date in real time as work is completed. The Shade Tree Commission continues to update its work in monitoring tree removals/replacements from construction and resident requests in the inventory. Eventually all tree records public and private could be updated in the inventory in real time keeping everyone on the same page.

According to NJ Forest Adapt data the Borough has 47.39% total tree canopy cover and a 42.59% urban canopy cover exceeding the NJ standard 40% goal. The Closter Nature Center and other natural wooded areas in town contain most of this canopy cover. The downtown business district area has the least canopy cover. The overall condition of the aging street tree population is good to fair.

An assessment of the overall street tree resources currently in the inventory shows that the Borough has 6,085 street trees, 38 stumps, and 137 current planting spaces. In the past five years they have lost or removed approximately 213 street trees and have planted 208 street trees.

Some statistics from the inventory:



Population by Genus top 10 Condition ratings DBH by species ratings

Other information can be generated from the inventory system as needed.

e. Overall Program Goals

The overall goals for the Borough's tree program are:

1. Maintain a viable township tree canopy while promoting tree safety within the township.
2. To promote education & support of trees creating more tree awareness of the benefits of trees to the community and businesses.
3. Meet all requirements of the NJ Shade Tree & Community Forestry Assistance Act.

f. Plan Connections and Other Considerations

The goals of this updated CFMP are consistent with the goals and objectives and the general intent of the Borough's Master Plan and Open Space & Recreation Plan. The 2008 Master Plan contains specific recommendation regrading tree planting and sidewalks addressing improvement of curbside planting areas and the planting and maintaining of Borough street trees. The Closter Stormwater Management Plan, Borough Code Chapter 170, *Stormwater Management*, requires the management and mitigation of stormwater and developed lands within the Borough. In 2022 *Resolution 2022-02 - Request for Additional Support for Closter's Tree Canopy* was adopted by the Shade Tree Commission asking for the local government to expand their support for Closter's tree canopy by:

1. Dedicating an annual appropriation from the municipal budget for a minimum of 50 street trees; and
2. Using the proceeds of the Shade Tree Trust Fund to plant trees in parks, public spaces, and potentially private property to offset tree loss

It also addresses the canopy cover on private property that was already in place prior to the recent MS4 Stormwater mandated regulations in NJ. This is contained in the Borough's Code relating to zoning, subdivision, land use, and site plan review contains specific requirements regarding trees, landscaping, and buffers required. Borough Code Chapter 181, *Tree Preservation & Removal*, regulates the removal of trees on private property and provides for the designation of landmark trees to help ensure the benefits of trees are regulated on both private and public property.

Section 2. Community Forestry Program Capacity

a. Community Forestry Program Administration

Policies & Procedures:

- Tree Service Requests: Requests for tree maintenance, removal, planting, or other concerns and questions about public trees are usually initiated by residents, but may also be generated internally by Borough personnel, volunteer groups, and other sources. The requests are received by the DPW personnel and are then distributed to the respective departments. Tree inspections by the Shade Tree Commission are done in-person to determine the work needed, if any, and the urgency with which the work must be completed. Any work needed is prioritized and scheduled with the Borough's DPW. Records of communication, inspections, work requested and completed is documented. The tree inventory system is currently being underutilized in this capacity in keeping up to date records on each tree in real time.

- Tree Removal: Currently being done by an outside contractor and by the DPW as able and in emergencies. About 40 street trees are removed yearly.

- Stump Removal: Currently done by an outside contractor. DPW may take this on in the future.

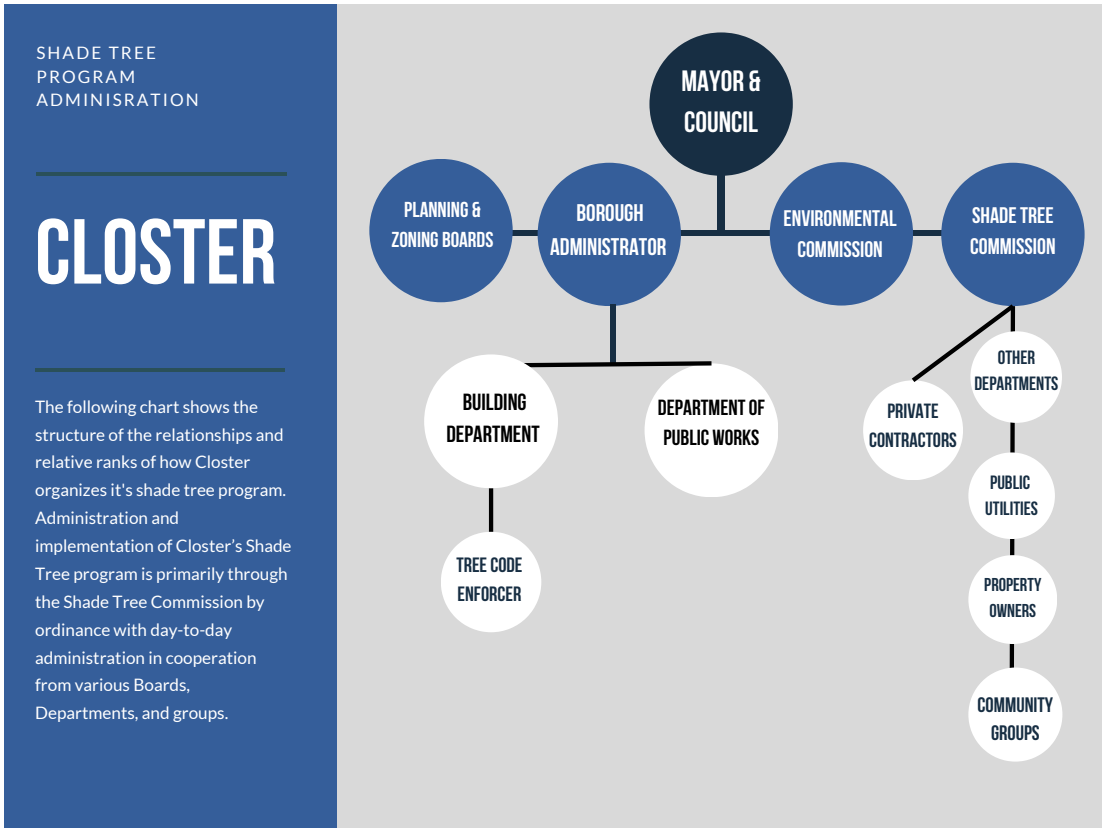
- Tree Pruning: The DPW assists with structural pruning on young trees while larger more involved pruning is contracted to an outside tree company. As the DPW tree team becomes more acclimated and has time to devote to tree maintenance they will potentially be able to do more of this work dependent upon staffing and budgeting.

- Tree Planting: Currently, street and park tree planting is done in the fall with approximately 40 trees planted each year. The street tree inventory will help establish tree planting needs so funding can be proposed in the yearly budget. Trees requiring re-planting on private property due to tree removal during construction is monitored and regulated to make sure the planting is done correctly.

- Sidewalk Program: There are no current sidewalk reimbursement programs, however this could be a future goal.

- Recycling Program: Every year, the DPW picks up leaves and transports the leaves to the Borough's compost facility. Leaf pick up is from mid-October through December depending on the weather. Logs and wood chips are picked up and taken away by the DPW to an approved recycling depot at Save-A-Tree. Currently the township derives no income from recycling or composting vegetation.

- Tree disease assessment: There is no current formal assessment of diseased trees including EAB (Emerald Ash Borer), BLD (Beech Leaf Disease), Oak Wilt or other tree diseased seen in the area. Moving forward, the current tree inventory would help start this assessment of identifying at risk trees. There have been some trees identified. No treatment programs have been implemented thus far.



b. Partnerships

The Mayor is responsible for appointing members to the Shade Tree Commission and the Mayor & Council have ultimate authority over the policies, procedures, and programs of the Shade Tree Program and are responsible for approving the budget.

The Borough Administrator ensures that all laws, policies, and procedures related to the Shade Tree Program and the procurement of personnel, resources, and contractors is followed.

The Planning Board and Zoning Board of Adjustment is responsible for implementing elements of the Borough code and Master Plan that relate to public and private tree protection, site development, and protection of natural resources. They are also responsible for reviewing and overseeing applications for private tree removal in accordance with Ordinance Chapter 181, *Tree Preservation & Removal*. The Tree Code Enforcer is a new position that oversees these regulations – this is a NJLTE independent consulting arborist who works under the Code Enforcer and is appointed annually by the Borough.

The Shade Tree Commission is primarily responsible for the management of the public tree resource in Closter. This is a fully empowered commission pursuant to NJSA 40.64.1. The Commission is comprised of seven voting members, one of which is a member of the Borough Council and one a member of the Environmental Commission, in addition to two alternates. The Shade Tree Commission has full and exclusive control over the planting, care, and removal of shade trees and ornamental trees & shrubbery, including the planting, trimming, spraying, care and protection thereof. The Commission also promotes and encourages the importance of and proper care of trees in the community. They review landscape plans and make recommendations for site development and commercial development applications before the Planning and Zoning Boards. They also follow up to make sure private tree replacements are planted correctly.

The Environmental Commission makes recommendations concerning protection of shade trees, soils,

landscapes, and environmental appearances.

The Department of Public Works occasionally assists in maintaining the public trees as far as developmental pruning, crown-raising trees, and providing emergency response when appropriate. This past year in 2024 they have been able to provide more assistance with tree removals as 2 DPW employees have started training to become more acclimated with pruning and the removal of trees. They have been doing tree watering for the past 2 years.

The Building Department is responsible for issuing permits for tree removal and site clearing pursuant to and approved development or construction application, in accordance with Chapter 181, *Tree Preservation & Removal*. The Tree Code Official is an independent contracted NJ Licensed Tree Expert (NJLTE) hired to work as needed within the Building Department. The Tree Code Official reviews tree removal and mitigation plans according to Chapter 181, *Tree Preservation & Removal* ordinance in coordination with the Code Official.

Outside Tree Contractors are routinely hired by the Shade Tree Commission for public tree maintenance, removal work, and stump grinding. These independent contractors are usually hired as part of the Bergen County Riverside Cooperative shared services and work within the agreed specifications set for each project. Outside Tree Contractors are routinely hired by the Shade Tree Commission for public tree planting through the RFP bidding process.

Community volunteers make up the Shade Tree Commission, Environmental Commission, and other related boards and committees and serve on a volunteer basis. Students, local schools, residents, and others volunteer and participate in various Shade Tree Program events such as Arbor Day, poster contests, and photography contests. The Closter Public schools participate in tree planting and received a Trees for Schools Grant in 2023 to plant trees in coordination with educating students about the importance of trees.

Local businesses support community outreach by sponsoring programs such as the Fall Foliage photo contest and “Trees are Worth It” or “Why Trees are Important” Poster contest. Recently Starbucks and the local movie theater -Landmark, and two nurseries (Victoria’s and Metropolitan Farms) partnered with the Arbor Day Celebrations.

Property Owners assist the Shade Tree Program to the extent that they notify the Borough of concerns and questions about Borough trees, are asked to irrigate and protect new trees planted adjacent to their properties, are required to maintain and repair sidewalks in a manner that prevents damage to Borough trees, and are encouraged to plant and properly care for trees on private property. A permit for private trees is required for all site development and removal of trees along buffers.

Public Utilities (Orange & Rockland Utility) are responsible for minimizing conflict between trees and their facilities. The utility workers and their contractors are to abide by all applicable Borough ordinances exercising reasonable diligence and following all current and accepted arboricultural standards and practices when working around trees near utilities. They also assist Borough personnel and contractors in completing tree removal and maintenance when needed. The utilities are to keep the Borough informed of their work plans and schedules.

c. Training

The Borough currently has a high level of technical knowledge and skill within its Shade Tree Program. The Borough’s hired Tree Code Enforcement Official is a NJ Licensed Tree Expert, an ISA Certified Arborist ,

and a highly experienced commercial arborist. 4 members of the Shade Tree Commission are CORE trained; one is a professional landscape contractor, NJLTE and a NJ Licensed Pesticide Applicator; another is a professional landscape contractor and NJ Licensed Pesticide Applicator.

At the time this plan was prepared, the Borough had satisfied the CORE training and CEU's required by the NJ Shade Tree & Community Forestry Assistance Act with 1 elected official and 4 volunteers with CORE Training and 27.5 CEU's obtained between 4 people. Typical CEU's are from programs offered at the Rutgers NJAES Office of Continuing Professional Education, The Rutgers NJAES Cooperative Extension, the NJ Landscape Contractors Association (NJLCA), The NJ Nursery and Landscape Association (NJNLA), the NJ Shade Tree Federation (NJSTF) Annual Meeting, and webinars. Over the years training sessions covered topics such as tree pruning, WaterWise landscapes, Plant Health Care (PHC) for turf and ornamentals, the use of biochar, urban tree design, environmental concerns relating to trees, and more recently the new regulation for the NJ MS4 Stormwater regulations regarding tree removal and replacement. One member regularly attends the NJSTF quarterly Zoom Tree Talks where members of tree boards from all over the state talk about tree issues in their communities' sharing resources and solutions. Yearly ACRT line clearing training & certification has been completed by the DPW. The STC will assist in yearly recertification of the DPW.

Additional training is funded by the Borough for all current Shade Tree Commission members and Borough Employees including making sure all new members are CORE trained, on-going hazard tree ID working with a NJLTE/ISA Tree Risk Assessment Arborist, young tree pruning, and insect & pest ID training with an emphasis on current tree pests to watch for in the town.

For students and residents training should be encouraged, but not necessarily financed by the Borough. Training opportunities include CORE training and Continuing Education as provided throughout the state by various trees groups, garden clubs, colleges, and in-house training opportunities for hire. Occasional talks by members of the STC or from an outside speaker could be scheduled for the public to help with education and buy in of the value of trees in the community.

d. Budget

The information here represents a snapshot of the Borough's budget dedicated to tree resources. Numbers represent yearly approximations taken from the average of data over the past five years and includes an estimated five year itemized budget table as a baseline identifying all available resources, including financial, volunteer, and any other in-kind services that may be used to implement this CFMP. This budget is a projection of estimated funds in order to plan for future appropriations. Some objectives outlined in this plan will need to budget additional funding in order to implement them. In 2024 there were some budget constraints for the yearly tree pruning by district. Some funds were used from the Shade Tree Fund from private tree removal mitigation allowing for much of the public tree planting budget. The tree inventory was not fully completed due to a depletion of the budget.

The Borough was awarded a Green Communities Grant from the Community Forestry Program: $5,000 with a 25% cash match. The grant is being used to retain the services of a NJ LTE Consulting Arborist to assist in preparing this updated CFMP.

In 2023 a Sustainable Jersey Trees for Schools Grant for $43,795 was awarded for planting 56 trees on the Closter Schools Campus. Porous Pavement was used in a portion of the installation. This also served as a test for evaluation of the Porous Pavement for possible future use in the business district.

Statement of 5-year Tree Budget		2025-2029 CFMP Budget
Administration	Municipal Salaries	
	Fringe	$100,000
	Indirect Costs	
	Volunteer Contribution (Rate can be found at www.independentsector.org)	$120,000
	Other	
UCF Stewardship	Planting	$125,000
	Pruning	$125,000
	Removal * anticipating DPW to take on more of thes work	$150,000
	Insect/Disease Management	as needed
	Stump Removal	included in removal numbers
	Other Tree Inventory Subscription	$3,500
Education and Outreach	Training and Education (Municipal/County Employee)	$5,000
	Training and Education (Volunteer)	$5,000
	Public Outreach	$5,000
	Other	
Total		$189,950

e. Equipment

2 Bucket Trucks
1 Chip Truck
2 Loaders
2 Chippers
500 gallon water tank on back of a dump truck
10 Chainsaws
Various dump trucks, pickup trucks, as needed. Various small maintenance tools.
Deer guard tree protections, water gator bags are kept by the Shade Tree Commission

Section 3. Community Engagement and Well-being

The Shade Tree Commission (STC) is the driving force in promoting the town's tree program. The STC volunteers do most of the internal work for inspections and record keeping, tree planting, obtaining grants, and celebrating Arbor Day yearly. Arbor Day has been held annually for several years. This typically involves the local schools, community groups, and residents. Past programs have included ceremonies and tree plantings at the elementary and nursery schools. Shade Tree public events are announced on the Borough website www.closterboro.com and in the Mayor's monthly newsletter on-line.

The township is designated a Tree City USA and a Sustainable Jersey Bronze level certified community.

The tree program faces challenges in engaging the community due to limited volunteer time/engagement and the limit of resident's time with other competing interests. Partnering with other activities and groups in unique ways may help bring awareness of the tree program to residents who would not typically have time to engage.

Improvements could be made to educate the public about the importance of community trees by using social media and being constant about putting information in the Mayor's regular newsletter. The Shade Tree Commission could be regularly promoting the successes they have had such as regular yearly tree planting, utilizing the tree inventory to promote the tree populations, and as they continue to promote their successful contests. Getting the youth in the community involved is a priority in engagement efforts. Once the community is engaged then they will be providing feedback to the program.

This CFMP was compiled by a NJ LTE Consulting Arborist with input from the Shade Tree Commission. During the draft phase, input was sought mainly from the Shade Tree Commission, the governing body, Borough staff, DPW, and the construction department.

The CFMP will be presented to the Mayor & Council and could be made available to the public through the Shade Tree website page. The plan will be promoted to encourage tree positivity in the community where trees are seen as a valued public resource.

Street trees are fairly well distributed through town although planting in the business district is challenging. As seen from the inventory map, *Acer sp.* represent the majority of the tree population. Overall canopy loss is most seen with large construction where developers remove mature healthy trees and choose to give money into the Shade Tree Fund instead of replanting on a property. If trees are replanted it may be with a smaller species that may not recover the full canopy benefits there previously. This includes open spaces and creates an overall depletion in the canopy that is hard to replace on public land alone. Diversifying the tree species is a consistent goal.

Section 4. Plan Implementation

From 1e. Overall Program Goals:

1. Maintain a viable public and private tree canopy promoting tree safety within the township while maximizing the life of the existing trees and restocking to replace lost canopy cover.
2. To maintain and expand the tree inventory
3. To promote education & support of trees creating more tree awareness of the benefits of trees to the community and businesses.
4. Meet all requirements of the NJ Shade Tree & Community Forestry Assistance Act.

a. Element, Objectives, and Action Items

Element 1: Tree Resource Management

Objective 1: Maintain a viable township tree canopy
Action Items:

a. Continue current tree maintenance practices utilizing the information in the tree inventory. Diversify the current tree canopy cover by introducing different species of trees each year with new plantings. Plant the right tree in the right space, minimizing conflicts between trees and utilities, sidewalks, and other infrastructure.
b. Utilize internal DPW to complete more of the tree maintenance requests and removals.
c. Continue to budget to plant at least 50 trees each year to replace trees lost by removal.
d. Mitigate private tree loss to replace trees in the same location that were lost to minimize overall canopy loss. Using the 3-30-300 rule where individuals should see 3 trees from their dwelling, have 30 % tree canopy in their neighborhood, and live within 300 meters (0.18miles) of a high-quality green space can help determine if overall canopy is being replaced where trees were removed.
e. Continue using the data collected in the tree inventory to conduct routine maintenance and remove dying/dead/hazardous trees.
f. Coordinate various pieces of the Tree Program centralizing the information within the current tree inventory system where the DPW and Construction departments would regularly utilize the system to keep both public and private tree records updated in real time.

Objective 2: Promote tree safety within the township and maximize the life of the existing trees while restocking to replace lost canopy cover.
Action Items:

a. Minimize risk from declining trees with constant monitoring and maintenance utilizing, the current tree inventory to monitor the tree population's health.
b. Continue structural pruning of younger trees to prevent future tree defects.
c. Certify and maintain at least 2 CORE trained individuals within the township, ideally CORE training all new STC members.
d. Maintain yearly Community Forestry CEU's providing proper training to personnel involved in tree maintenance.
e. Continue with DPW assistance on young tree structural pruning and maintenance pruning. ACRT & JIF yearly training of DPW personnel working on trees.

Element 2: Community Engagement

Objective 1: To promote education & support of trees, creating more tree awareness of the benefits of trees to the community and businesses with a focus on the youth in the community.
Action Items:

a. Continue to hold Arbor Day celebrations with contests for residents sponsored by local businesses (yearly)
b. Continue to partner with schools and community groups applying for grants to support tree planting (yearly)
c. Utilize the township's website, social media, and volunteer programs to highlight the tree inventory, share tree updates, and to educate the public (quarterly/seasonally)
d. Reach out to engage community volunteer groups and businesses encouraging tree stewardship in town. (quarterly/seasonally)
e. Create an on-going self-sustaining yearly Arbor Day celebration at the schools, highlighting the 3rd grade students in some way (such as building on the poster contest) where the school automatically builds into their yearly calendar schedule. (yearly)

Element 3: Community Forestry Program Capacity

Objective 1: Improve partnerships in our community to increase engagement to grow the tree program
Action Items:
a. Collaborate with the DPW, Building, and Engineering Departments to update the tree inventory
b. Engage the Closter Public School system to build community partnerships creating a consistent on-going yearly Arbor Day celebration. Give away seedlings to 3rd graders each year and hold celebrations at the schools where each grade presents a song, art, poem, jokes related to trees.

Objective 2: Continue and enhance professional development
Action Items:
a. Send DPW staff to education and training events related to young tree planting, pruning and care, and maintenance,
b. Send new Shade Tree Commission members and DPW staff to Core Training (yearly as needed)
c. Train DPW and Commission members on utilizing the tree inventory system.

Objective 3. Meet all requirements of the NJ Shade Tree & Community Forestry Assistance Act.
Action Items:
a. Maintain requirements needed as stated in the guidelines for the Assistance Act by submitting the Annual Accomplishment Report to the NJ State Forester (yearly)

b. Activity Schedule

2025-2029 Objectives:

Continue current tree maintenance practices to monitor the health of the current tree population and keep up with maintenance needs.
The Borough anticipates meeting all CORE training and continuing education goals to maintain accredited status with the state. This plan is to follow guidelines yearly as required by the New Jersey Shade Tree and Community Forestry Assistance Act.

Yearly:
- Certify and maintain any new DPW or Shade Tree Commission members CORE trained individuals
- Submit an Annual Accomplishment Report for the February deadline outlining the accomplishments from the previous year
- Ensure at least 2 individuals obtain at least 8 CEU's during the year.

Year 1: 2025 –

- Implement keeping the current tree inventory system updated utilizing it to track maintenance needs, record tree maintenance records, and keep an on-going inventory of the current Borough's tree stock. This will require coordination with the DPW and Building Departments.
- Work towards establishing an on-going Arbor Day celebration at the elementary schools with a tree planting encouraging a consistent yearly Arbor Day celebration.
- Continue to diversify tree species population and plant the right tree in the right spot during yearly tree planting.
- Explore better tracking of private tree removals to determine if private tree removals are being replaced where they were removed to meet overall canopy cover goals.
- Create 4 seasonal community tree updates and/or education blurbs to go in the Mayor's newsletter utilizing the tree inventory data as a resource.

Year 2: 2026 – focus on community engagement

- Schedule 1 public talk promoting tree education using an outside speaker or STC demonstration
- Hold seasonal contests sponsored by local businesses
- Explore an Adopt-A-Tree program or other tree stewardship goals for the community to participate in
- Connect with local youth groups (scouts, students) to hold a tree planting and maintenance workshop
- Continue to engage public and businesses in tree awareness by building on previous years Arbor Day celebrations, extending it to the business in town.
- Expand public awareness using social media, flyers, newsletter. Focus on proper tree maintenance and the value of trees.
- Look into programs such as the state seedling program to encourage engagement with residents and schools.
- Explore a Junior Shade Tree group to work within the STC

Year 3: 2027 –

- Explore setting up a Sidewalk Reimbursement Program as the budget allows.
- Investigate the use of porous pavement for Business district street tree projects.
- Explore getting resident and business feedback for the tree program using local businesses to help solicit the feedback (eg. flyers in store windows, suggestion boxes)

Year 4: 2028 –During this year of the 5-year plan, review all goals and objectives and re-evaluate which were accomplished, and which were not.

- Complete any goals that are still obtainable.
- Continue with on-going urban forestry program.
- Use input from the community to inform goals.
- If any individuals or groups were identified who have a strong interest in Urban Forestry, begin to implement a program where they can help and work with the DPW in promoting the Borough's Urban Forestry goals.

Year 5: 2029:

Continue with on-going urban forestry program. Make adjustments to the next 5-year plan based on current needs and adjust any goals that were not met. Seek NJLTE to begin drafting next 5-year plan.

Appendix A: Ordinances

Chapter 59
Shade Tree Commission

[HISTORY: Adopted by the Mayor and Council of the Borough of Closter 12-14-2005 by Ord. No. 2005:955.[1] Amendments noted where applicable.]

Editor's Note: This ordinance also repealed former Ch. 59, Shade Tree Commission, adopted 2-13-2002 by Ord. No. 2002:859.

59-1 Establishment.

There is hereby created and established in and for the Borough of Closter a Shade Tree Commission in accordance with N.J.S.A. 40:64-1 et seq., the amendments thereto and supplements thereof. Said Commission shall consist of seven voting members as follows: five regular members plus one member who is also a member of the Council and one member who is also a member of the Environmental Commission. Should such member's term on the Environmental Commission or Council terminate, then a replacement from said bodies shall be designated to fill the unexpired term on said Commission in order to ensure such representation. There shall also be two alternate members. The members and alternate members shall be appointed by the Mayor and shall be residents of the Borough of Closter. The terms of the alternate members shall be for five years, except that the terms of the alternate members first appointed shall be five years for Alternate No. 1 and four years for Alternate No. 2 so that the term of not more than one alternate member shall expire in any one year.

59-2 Powers.

The Shade Tree Commission hereby established shall have all of the powers and shall be subject to all of the regulations, provisions and restrictions set forth in the statutes of the State of New Jersey, namely, N.J.S.A. 40:64-1 et seq., the amendments thereto and supplements thereof, and such other powers and functions as may be lawfully proscribed, designated or given by the Mayor and Council of the Borough of Closter from time to time. These statutory powers include:

A. Exercise full and exclusive control over the regulation, planting and care of shade and ornamental trees and shrubbery now located or which may hereafter be planted in any public rights-of-way within the Borough of Closter, including the planting, trimming, spraying, growth, care and protection thereof.

B. Regulate and control the use of the ground surrounding the same so far as may be necessary for their proper growth, care and protection.

C. Move or require the removal of any tree, or part thereof, dangerous to public safety.

D. Encourage arboriculture; make, alter, amend and repeal, in the manner prescribed for the passage, alteration, amendment and repeal of ordinances by the Mayor and Council of the Borough of Closter, any and all ordinances necessary or proper for carrying out the provisions hereof.

E. Enter upon private property, with the consent of the owner, for the purpose of determining whether the trees are healthy and administer treatment to, or remove, any tree situated upon private property which is believed to harbor a disease or insects readily communicable to neighboring healthy trees in the care of the municipality, provided the suspected condition is first confirmed by certificate issued by or on behalf of the Department of Agriculture.

§ 59-3Costs; exemptions.

A. The initial cost of all trees planted by the Commission, the cost of planting the same, the cost of the posts and boxes or guards used for the protection thereof and the cost of the removal of any tree or part thereof dangerous to public safety may, if the Commission shall so determine, with the consent of the Mayor and Council, be a charge upon the real estate in front of which such tree or trees shall be planted or removed as an improvement thereof. The property owner may themselves act upon the recommendation of the Commission or allow the Borough Code Enforcement Officer to provide the service. If the property owner does not fulfill the recommendations of the Commission within six months, the Borough Code Enforcement Officer shall complete the required work. The cost of such

service shall be certified by the Commission to the Borough Collector of Taxes, thereupon become and be a lien upon said real estate, shall be included in the next tax bill rendered to the owner or owners thereof and be collected in the same manner as other taxes against that property.

B. The provisions of this section do not apply to:

(1) A planting to replace a tree or trees theretofore planted by the Commission;

(2) A planting in connection with Arbor Day exercises or other educational demonstration.

§ 59-4Planting and removal of trees; notice and hearing; emergencies.

[Amended 10-24-2007 by Ord. No. 2007:993]

A. Protection of trees in the Borough right-of-way. No individual or officer or employee of a corporation shall, without the written permission of the Shade Tree Commission, cut, prune, break, climb, injure or remove any living tree in the public right-of-way; cut, disturb or interfere in any way with the roots of any tree on the public right-of-way; spray with any chemical or insecticide any tree in the public right-of-way; place any rope, sign, poster, or other fixture on a tree in the public right-of-way; or injure, misuse or remove any devise placed to protect such trees on the public right-of-way.

B. Planting trees. Any person, company or organization henceforth constructing or performing major alterations to any residences, commercial and/or office building, dwelling, apartment, or multiple-family dwelling within the Borough shall, at its expense, plant shade trees along the right-of-way upon which the building fronts and abuts in accordance with the provisions of this chapter. The Shade Tree Commission shall designate where such trees are to be planted and the variety of trees to be used. The person, company or corporation shall post a bond of $1,500 per tree, such money to be deposited with the Borough Administrator and designated for Shade Tree Commission use, pursuant to the provisions of this chapter, and held for up to two years and 11 months (i.e., the money, if returned, shall be returned at the end of the third calendar year from the date the bond was posted). Should any of the trees not be in satisfactory condition, in the sole discretion of the Shade Tree Commission, at that time, after notice to the owner, the moneys shall be used by the Shade Tree Commission to replace those trees deemed to be unsatisfactory. At the end of two years, any funds not used to replace unsatisfactory trees shall be refunded to those who posted the bond(s). If construction is taking place on property with street trees, see § 181-7 of the Borough Code.

[Amended 6-22-2011 by Ord. No. 2011:1094]

C. Shade trees and shrubs in right-of-way: approval required. No shade tree or ornamental shrub shall be planted on the public right-of-way of the Borough until such tree or shrub shall first have been approved and the place where it shall be planted is designated by the Shade Tree Commission.

D. Notice, hearing and emergencies. In every case where the property of an abutting owner will be chargeable with the cost of the planting of any shade tree or trees, the Commission shall give notice of the meeting at which it is proposed to consider said by personal service of a copy of the notice upon the abutting owner at least 10 days before the meeting. The notice shall specify the street, streets, or portions thereof, on which such planting is proposed and require all persons who may object thereto to present their objections in writing at the office of the Commission at or before the meeting. Before final action shall be taken, all objections so filed shall be considered. The Commission shall give reasonable notice of its intention to remove, or cause the removal of, a tree, or part of a tree, dangerous to public safety, unless public safety requires immediate removal, in which case no notice shall be necessary. If the Shade Tree Commission finds it appropriate to plant a tree where none has been planted before, it must give notice to the abutting owner as described above.

§ 59-5Annual appropriation; estimate; amount.

A. During the month of December in each year, the Shade Tree Commission shall certify to the Mayor and Council the estimated sum necessary for the proper conduct of its work during the ensuing fiscal year, which shall include the sums estimated to be expended for such of the following items as it is anticipated expenditure will be made for; namely:

(1) Payment of wages and salaries of any employees;

(2) Expenses of Commission members in discharging official duties, including expenses incident to attendance at professional meetings;
(3) Purchase of trees and shrubbery; and
(4) Purchase of necessary equipment and materials and the cost of services for the prudent promotion of the work.
B. The Mayor and Council of the Borough of Closter shall annually appropriate such sum as it may deem necessary for said purposes.

§ 59-6Violations and penalties and enforcement; replacement assessment.

A. The Commission may prescribe a fine for the violation of each of its ordinances in an amount not exceeding $1,500 for each violation (each tree is a separate violation) or a maximum amount determined by subsequent amendments to the state statute, N.J.S.A. 40:64-1. The ordinances shall be enforced by the Borough Code Enforcement Officer who shall serve and execute any process issued out of any court under this article.
B. In addition to the penalties outlined in the above subsection, the Borough may require a person who removes or otherwise destroys a tree in violation of this chapter to pay a replacement assessment to the municipality. The replacement assessment shall be the value of the tree as determined by the Borough's Code Enforcement Official – Trees. In lieu of an appraisal, the Borough may use the formula based upon the number of square inches contained in a cross section of the trunk of the tree multiplied by a predetermined value per square inch, not to exceed $27 per square inch. The square inch cross section shall be calculated from the diameter at 4 1/2 feet above ground level and, if there is a multiple stem tree, then each trunk shall be measured and the largest trunk shall be used to determine the fine for the tree. The Borough shall modify the value of the tree based on its species, variety, location and its condition at the time of removal or destruction.
[Amended 9-10-2014 by Ord. No. 2014:1173]

§ 59-7Disposition of penalties.

All moneys collected in the municipality, either as fines or penalties, for any violation of a rule or regulation of the Shade Tree Commission, or as a charge against real estate, under any provision of this article, shall be forthwith paid over to the municipal officer empowered to be custodian of the funds of the municipality. Such funds shall be spent in fulfillment of the goals of the Shade Tree Commission, with the consent and approval of the Mayor and Council.

§ 59-8Repealer.

If any sentence, section, clause or other portion of this chapter or the application thereof to any person or circumstance shall, for any reason, be adjudged by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair or repeal the remainder of this chapter. All ordinances or parts thereof inconsistent herewith are hereby repealed to the extent of such inconsistency.

§ 59-9When effective.

This chapter shall become effective immediately upon final passage and publication as required by law.

Chapter 181
TREE PRESERVATION AND REMOVAL

[HISTORY: Adopted by the Mayor and Council of the Borough of Closter 8-25-1999 by Ord. No. 1999:790; amended in its entirety 11-19-2007 by Ord. No. 2007-1000. Subsequent amendments noted where applicable.]

GENERAL REFERENCES
Environmental Commission — See Ch. 16.
Land use procedures — See Ch. 35.
Department of Public Works — See Ch. 52.
Shade Tree Commission — See Ch. 59.
Soil movement — See Ch. 167.
Stormwater control — See Ch. 170A.
Subdivision of land and site plan review — See Ch. 173.

§ 181-1. Findings and purpose. [Amended 6-22-2011 by Ord. No. 2011:1094]

The Borough Council of the Borough of Closter finds that the preservation, protection and planting of trees aid in the stabilization of soil by the prevention of erosion and sedimentation; reduce stormwater runoff and the potential damage it may create; aid in the removal of pollutants from the air and assist in the generation of oxygen; provide a buffer and screen against noise and pollution; help to decrease the amount and rate of stormwater runoff and to replenish groundwater supplies; act to moderate extremes of temperature and to provide shade; aid in the control of drainage and restoration of denuded soil subsequent to construction or grading; provide a haven for birds and other wildlife and otherwise enhance the environment; protect and increase property values; conserve and enhance the Borough's physical and aesthetic appearance; and generally protect the public health and safety as well as the general welfare. Therefore, it is the intent of the Borough of Closter to maintain as much tree cover as possible through this chapter. Moreover, the Borough intends through the implementation of this chapter to achieve an outcome that balances the protection of trees with respect for individual property rights.

§ 181-2. Definitions.

The following definitions shall apply to this chapter:
ACCESSORY BUILDING — As defined in Chapter 200, Zoning, of the Borough Code.
BUFFER AREA — The area along the side yard or rear yard of any lot within three feet of the property line.
CALIPER — The diameter of the tree measured at a point 4 1/2 feet above the ground, also known as "diameter breast height (DBH)."
CLEAR-CUTTING — For the purposes of this chapter, "clear-cut" and/or "clear-cutting" means the removal of 50% or more of the trees on the site/lot. Trees over six inches caliper (DBH) to be considered; dead and hazardous trees are not included.
CODE ENFORCEMENT OFFICIAL - TREES — Person(s) with recognized expertise (i.e., who are certified tree specialists or persons who have equivalent level of education and/or experience) in the identification and classification of trees who is/are appointed by the Mayor and Council to this position at the annual reorganization meeting each year. In no case shall this person be involved in or associated with the business of the removal of trees in the Borough of Closter during his or her term of appointment.**[Added 6-22-2011 by Ord. No. 2011:1094]**
DIAMETER BREAST HEIGHT (DBH) — The diameter of the trunk measured at a point 4 1/2 feet from the ground. If the tree is growing on a slope, the measurement shall be taken from the uphill side of the slope. If the tree has a branch or an abnormal swelling at 4.5 feet, the measurement should be taken at a point below the intrusion where the trunk returns to normal size. Any diameter measurement that is not taken at 4.5 feet should include the actual height where it was measured.
DRIPLINE — An imaginary line on the ground beneath a tree, the location determined by extending a vertical line from the outermost branches of a tree to the ground.
LANDMARK TREE — Any tree designated and identified as such by the Mayor and Council of the Borough of Closter pursuant to the standards set forth herein. (See § 181-10 entitled "Designation and protection of landmark trees" in this chapter.)

PERSON — The owner of a parcel of real estate or any other individual, tree removal contractor and/ or landscaper, group, lessor, company, firm, corporation, partnership, association, society or other legal entity.**[Amended 11-22-2021 by Ord. No. 2021:1284]**
PRINCIPAL BUILDING — The main building constructed for occupancy or use on the property.
QUALIFIED TREE SPECIALIST — Person(s) with recognized expertise (i.e., who are certified tree specialists or persons who have an equivalent level of education and/or experience) in the identification and classification of trees who is (are) appointed by the Mayor and Council to this position at the annual reorganization meeting each year. In no case shall this person be involved in or associated with the business of the removal of trees in the Borough of Closter during his or her term of appointment.
SPECIES — For the purposes of this chapter, the common name of the tree.
STRUCTURE — A combination of materials forming a construction for occupancy, use or ornamentation, whether installed on, above or below the surface of a parcel of land.
TREE — Any living, woody perennial and its root system.
TREE REMOVAL — Shall include, but not be limited to, damage inflicted to the root system by machinery, storage of materials and soil compaction, change of natural grade above or below the root system or around the trunk; damage inflicted on the tree permitting fungus, pests or other infestation; excessive pruning or thinning leading to a failure to thrive; paving over the root system with any impervious materials within such proximity as to be fatal or injurious to the tree; or application of any toxic substance.

§ 181-3. Permit required. [Amended 6-22-2011 by Ord. No. 2011:1094]

A permit is required for the removal of any tree with a DBH greater than six inches. This permit is in addition to any other approvals required pursuant to Municipal Land Use Law,[1] if the tree removal is taking place in conjunction with construction.

A. No person shall cut down or remove any tree of a caliper of six inches or greater measured at a height of 4 1/2 feet DBH above the ground or engage in any site clearing without a tree removal permit.
B. No person shall remove any tree of a caliper of six inches or greater DBH for the construction or contemplated construction of any building, building addition, driveway, recreation area, patio or anything else for which a construction or zoning permit is required unless a tree removal permit has been obtained from the Borough.
C. No person shall remove any tree designated as a "landmark tree" pursuant to the standards set forth herein without the prior approval of the Mayor and Council of the Borough of Closter.
D. Prior to the removal of any tree of a caliper of six inches or greater DBH that is located within the buffer area as defined herein, the property owner or any other person must first obtain a tree removal permit from the Borough and satisfy the tree mitigation requirements contained herein.

§ 181-4. Application procedure.

A. An application must be filed with the construction offices. If any applicant will be within 24 months seeking a major soil moving permit, demolition permit, minor subdivision approval, major subdivision approval or site plan approval, he/she shall file, together with any and all applications and plans as may be required by the land use ordinances of the Borough of Closter, an application for tree removal permit of regulated trees as set forth in Subsection B below. The application shall be reviewed pursuant to § 181-6. The Code Enforcement Official - Trees shall provide to the Zoning Board or Planning Board (whichever Board is hearing the application) his/her recommendation with regard to the application, including mitigation requirements. In the event the Code Enforcement Official - Trees does not provide said recommendations within 31 days from receipt of the completed tree removal application, the Board shall proceed with its decision without said recommendations. The Zoning Board and Planning Board hereby reserve the right to consult with the Environmental Commission, Closter DPW, the Code Enforcement Official - Trees, Borough Engineer, or any professional as provided by MLUA, for guidance in considering land use, development, tree removal, soil movement or excavation procedures in connection with said application. **[Amended 6-22-2011 by Ord. No. 2011:1094; 12-11-2019 by Ord. No. 2019:1266]**
B. Application for a tree removal permit for site clearing or other tree removal purposes shall be made by submission of the following to the Construction Official: **[Amended 12-11-2019 by Ord. No. 2019:1266]**

(1) An original and two copies of an application on forms provided by the Borough containing the following information: name and address of the applicant; the street address and tax lot and block of the property in question; the number of trees to be removed; name and phone number of the person having express charge, supervision, and/or control of the proposed removal of trees; a copy of the tree company's New Jersey tree care operator license; and such other information as may be required.

(2) An original and two copies of a tree removal plan consisting of a map drawn to scale showing the location of all trees on the property of a caliper of six inches or greater and the location of all trees to be removed, the species of such trees, and their caliper. The tree removal plan must be prepared, signed and sealed by a licensed professional engineer or land surveyor and must show the location of all existing and proposed structures on the property, together with the distance, up to 15 feet, that trees proposed to be removed and located from such structures and from property lines.

(3) An original and two copies of a tree mitigation plan, if mitigation is required pursuant to § 181-6, consisting of a written statement of plans for the proposed replanting of trees and required herein, and a map drawn to scale showing the location of all trees to be planted, the quantity, species of such tree(s) and their caliper or size as required.

(4) An original and two copies of a separate list of the trees to be removed identifying each tree in coordination with tree removal plan by species and caliper and stating the condition of each tree as "dead," "poor," or "good" and further explaining why removal is felt justified under the standards of this chapter.

(5) The applicant shall place a one-inch-wide red ribbon around the trunk of each tree to be removed at a height of 4 1/2 feet DBH above the ground so that the proposed tree removal may be inspected in the field.

C. Application for a tree removal permit for building construction purposes pursuant to § 181-3B hereinabove shall be made by submission of the following:

(1) An application on forms provided by the Borough containing the following information: name and address of the applicant; the street address and tax lot and block of the property in question; the number of trees to be removed; and such other information as may be required.

(2) A plan consisting of a map drawn to scale showing the location of all trees on the property of a caliper of six inches or greater and the location of all trees to be removed, the species and caliper of such trees, and the reason for removing each tree. The plan must show the location building, building addition, foundation, driveway, recreation area or any site condition that warrants the proposed tree removal.

(3) The applicant shall place a one-inch wide-ribbon around the trunk of each tree to be removed at a height of 4 1/2 feet DBH above the ground so that the proposed tree removal may be inspected in the field.

D. Application for a tree removal permit for purposes pursuant to § 181-3D hereinabove shall be made by submission of the following:

(1) An application on forms provided by the Borough containing the following information: name and address of the applicant; the street address and tax lot and block of the property in question; the number of trees to be removed; and such other information as may be required.

(2) A plan consisting of a map drawn to scale showing the location of all trees on the property of a caliper of six inches or greater and the location of all trees to be removed, the species and caliper of such trees, and the reason for removing each tree. The plan must show the location building, building addition, foundation, driveway, recreation area or any site condition that warrants the proposed tree removal.

(3) The applicant shall place a one-inch-wide red ribbon around the trunk of each tree to be removed at a height of 4 1/2 feet DBH above the ground so that the proposed tree removal may be inspected in the field.

E. A cash performance bond shall be posted with each application for any permit application that seeks the removal of more than three regulated trees within a two-year period of time, to be determined by the Borough's licensed tree expert, to provide for restitution in the event that the trees are improperly removed or improperly replaced. **[Added 12-11-2019 by Ord. No. 2019:1266]**

F. Notice to property owners. For any proposed tree removal of more than three regulated trees within any two-year period, the applicant shall: **[Added 12-11-2019 by Ord. No. 2019:1266]**

(1) Provide written notice of the proposed tree removal to all adjacent property owners; and **[Amended 5-11-2022 by Ord. No. 2022:1296]**

(2) Submit written evidence of such notice to the Borough at the time of the application for the tree removal permit.

G. Review of certain applications by the Borough Engineer. Any application seeking the removal of four or more regulated trees within a two-year period shall be reviewed at the applicant's expense by the Borough Engineer to ensure erosion and sediment guidelines have been satisfied. **[Added 12-11-2019 by Ord. No. 2019:1266; amended 5-11-2022 by Ord. No. 2022:1294]**

H. The Borough shall make its determination regarding a tree application within 30 days following the submission of a completed application. Failure to make a determination within such thirty-day period, or without any extension of time agreed to by the applicant, shall constitute and have the same effect as a denial. **[Added 12-11-2019 by Ord. No. 2019:1266]**

§ 181-5. Fees for permit. [Amended 6-22-2011 by Ord. No. 2011:1094]

A. The fee for a tree removal permit shall be as set forth in Chapter A301, Fees and Deposits. Fees are required for more than two trees of six inches DBH or greater removed within a twenty-four-month period. The twenty-four-month period begins from the date the permit is issued.

B. Notwithstanding the fee schedule, no permit fee shall be required for the removal of a dead or hazardous tree, provided that the applicant and/or property owner satisfies all of the other requirements of this chapter.

§ 181-6. Standards for application review.

A. The following standards for review of applications shall apply:

A. Permitted removal. No tree shall be permitted to be removed unless the tree is:

(1) Located within the building footprint of a proposed principal building. Mitigation is required. **[Amended 12-11-2019 by Ord. No. 2019:1266]**

(2) Located between the curblines of a proposed roadway approved pursuant to the Land Use Procedures or Subdivision of Land and Site Plan Review Ordinances of the Borough of Closter.[2] No mitigation is required.

(3) Located within the proposed roadway right-of-way but outside the curbline of a proposed roadway approved pursuant to the Land Use Procedures or Subdivision of Land and Site Plan Review Ordinances of the Borough of Closter. However, see § 181-6D(8); an applicant must plant trees or pay mitigation in lieu of planting.

(4) Dead or poses a safety hazard. See § 181-6D(4), which explains the circumstance under which mitigation is not required for removal of such trees.

(5) Located within 15 feet of any building. Mitigation is required.

(6) Located within the area of the proposed driveway, walkway, utility line, accessory building, or any other structure. Mitigation is required.

(7) Specifically permitted to be removed in a site plan approved pursuant to the Municipal Land Use Law.[3] Mitigation is required.

B. Conflict with other laws. Notwithstanding anything in this section to the contrary, no tree removal shall be permitted where prohibited by the Zoning Ordinance[4] or any other municipal, state, or federal statute, ordinance or regulation.

C. Hardship appeal. In the event that an applicant believes the standards set forth in Subsections A and B above constitute a hardship which prohibits a reasonable use of all or substantially all of the property in question, an applicant may seek relief from the Mayor and Borough Council. In the event that such relief is sought, the applicant shall submit a letter to the Mayor and Council stating the factual basis and reasons for the appeal. The Mayor and Borough Council, upon submission of the letter to the Borough Clerk, shall schedule a public hearing in connection with the requested relief. At the hearing, the applicant may present witnesses under oath, and any other interested parties may do the same. All witnesses shall be subject to cross-examination. The decision of the Mayor and Borough Council shall be binding upon the municipal official in charge of enforcement and administration of this section.

D. Mitigation. The Code Enforcement Official - Trees shall have the authority to determine and approve, modify, or deny the mitigation plan. In reviewing the applicant's proposed mitigation plan, the Code Enforcement Official - Trees shall endeavor to maintain the canopy of the site when the trees proposed to be planted reach their natural height. When feasible, deciduous trees shall be replaced with deciduous trees and evergreen trees shall be replaced with evergreen trees. Mitigation for tree removal shall be required as follows: **[Amended 6-22-2011 by Ord. No. 2011:1094; 12-11-2019 by Ord. No. 2019:1266; 10-11-2023 by Ord. No. 2023:1325]**

(1) Mitigation shall consist of planting trees with a minimum caliper (DBH) of 2 1/2 inches or a sum of money equal to the approximate cost of such planting [see § 181-6D(5)(c)] or a combination of both. Mitigation shall require the applicant to provide a two-year survival guarantee for all replacement tree(s), after the completion of any project or planting. During the guarantee period, any dead or dying replacement tree(s) shall be replaced by the applicant within six months. Mitigation shall be decided upon prior to removal of any trees, and the trees proposed to be planted are to be done in consultation with the Borough's Code Enforcement Official - Trees. In reviewing the mitigation plans submitted by the applicant, the Code Enforcement Official - Trees is to approve trees that will be allowed to grow to their natural height at maturity rather than being kept artificially small.

(2) The species allowed to be planted as part of an approved mitigation plan shall be set by resolution of the Shade Tree Commission and readily available on Closter's website. The version on the website shall be the official list of allowed species.

(3) Mitigation shall be required in the event of tree removal pursuant to § 181-6A(3), (5), (6) and (7).

(4) In the event of tree removal pursuant to § 181-6A(4), no mitigation shall be required if the tree has been planted for a least five years; there has been no damage to the tree by construction or otherwise by any person; and there has been no soil moving within 15 feet of such tree within five years; otherwise, mitigation shall be required pursuant to § 181-6D.

(5) For each tree for which mitigation is required, the following shall apply:

(a) For each tree removed pursuant to the standards of this section, the applicant shall plant on the property in question:

Caliper of Tree Removed* (inches) Number Required for Mitigation

Caliper of Tree Removed* (inches)	Number Required for Mitigation
Less than 6	No mitigation required
6 to no more than 15	1 for each removed
15 to less than 25	2 for each removed
25 and greater	3 for each removed

NOTE: * No mitigation is required for the first two trees; limit: two trees in a twenty-four- month period. The twenty-four-month time period begins from the date the tree removal permit is issued.

(b) The caliper of trees with multiple trunks shall be calculated by multiplying the caliper of the larger trunk by 1.5 times.

(c) In the event the applicant asserts the planting of trees on the property in question would be inappropriate and the official in charge of enforcement and administration of this section agrees, the applicant may, in lieu of planting trees, provide to the municipality a sum of money equal to the approximate cost of such tree planting. The total amount shall be determined by the Code Enforcement Official - Trees, based on the market value and planting costs of the trees to be planted. Funds collected pursuant to this section shall be deposited in the Borough's Shade Tree Fund for use by the Borough's Shade Tree Commission to plant and maintain trees elsewhere in the Borough. In no event shall the sum of such monetary contribution be less than $700 per required replacement.

(6) In the event that tree removal occurs in an area other than permitted in Subsection A this section, mitigation shall be required at a rate two times the number of trees required pursuant to Subsection D(5)(a) hereinabove.

(7) In the event that it is unknown how many trees were removed from any given site and removal took place without a tree removal permit issued pursuant to this chapter, the number of trees requiring mitigation shall be computed by assuming trees over six inches in caliper existed 30 feet on center and plotting the maximum number of those trees as circles of a fifteen-foot radius without having the circles overlap or extend beyond the property lines or driplines of existing trees.

(8) In connection with tree removal pursuant to Subsection A(3) of this section, it shall be required that the applicant plant trees on center a minimum distance of 30 feet as street trees between the curbline and the edge of the right-of-way in a location determined by the municipal official administering this section or beyond if agreed to by the homeowner.

(9) Mitigation in any instance is not to be considered a penalty, rather an implementation of the purposes of this section. Mitigation shall not be a substitute for, but shall be in addition to, any penalty imposed for violation of the provisions of this section.

(10) Upon the approval of the Mayor and Council, the mitigation requirements pursuant to this subsection may be satisfied by the applicant by donating the tree to be removed to the Borough of Closter to be planted elsewhere in the Borough of Closter at the expense of the applicant. The qualified tree specialist shall inspect any such trees and submit a recommendation to the Mayor and Council as to whether to accept such donation.

If granted, the applicant shall maintain a copy of the approved permit at the project location which shall be prominently displayed and available for inspection. **[Added 12-11-2019 by Ord. No. 2019:1266]**

§ 181-7. Protection of existing trees.

In connection with any construction, subsequent to tree clearing but prior to the issuance of a building permit or start of construction, snow fencing, or other protective barrier acceptable to the municipal official charged with the enforcement and administration of this section, shall be placed around trees that are not to be removed. The protection barriers shall be placed at a distance of at least 10 feet from the trunk of any tree or the tree dripline, whichever distance shall be greater, and shall remain in place until all construction activity on the property has terminated. No equipment, chemicals, soil deposits or construction materials shall be placed within any area so protected by barriers. Any landscaping activities subsequent to the removal of the barriers shall be accomplished with light machinery or hand labor.

No person shall:

(1) Cut down or remove any tree except as permitted by this chapter or allow or cause such cutting or removal.

(2) Cause or allow any willful damage, injury or disfigurement of any tree growing within the property in question. For purposes of this chapter, the actions of any person shall be deemed willful if the damage, injury or disfigurement of any tree is caused as the result, but not limited to the following: cutting, gashing or slitting on any tree; the pouring of any liquid or other material on any tree or on the nearby ground; the construction or placement of any nonporous

material on the ground around any tree so as to cut off air, light or water from the roots; or placement or removal of any soil within 10 feet of any tree.

(3) Store or pile building materials or debris or place construction equipment within 10 feet of any tree or within the protected zone 10 feet beyond the dripline, whichever is greater. The Code Enforcement Official - Trees or other member of the Construction Office may use his or her discretion in determining violations pursuant to this subsection. **[Amended 6-22-2011 by Ord. No. 2011:1094]**

C. In the event that any tree to be saved in connection with construction as set forth above or any tree planted in mitigation shall die within two years after planting, it shall be replaced by the applicant or the property owners within six months.

§ 181-8. Performance bond. [Amended 6-22-2011 by Ord. No. 2011:1094[5]]

A. As a precondition to the issuance of a permit where mitigation is required, the applicant shall post a cash bond with the Borough Treasurer to assure mitigation in an amount equal to the amount determined by the Code Enforcement Official - Trees as set forth in § 181-6D(5) for each tree to be planted. At the end of the third fiscal year following the fiscal year in which the bond was posted and upon the satisfactory completion of the required mitigation, the Borough shall return the cash bond to the applicant. The cash bond shall be retained by the Borough for this period to assure survival of the tree or trees planted by the applicant in satisfaction of the mitigation requirements. Said bond shall be returned upon the recommendation of the Code Enforcement Official - Trees and the approval of the Mayor and Council.

B. The applicant shall contact the Code Enforcement Official - Trees within seven business days of the completion of the planting of the trees required for mitigation to schedule a date and time for an inspection in order for the Borough to determine whether the required mitigation has been completed satisfactorily.

C. Notwithstanding the above, the applicant and/or property owner shall forfeit the cash bond amount if the applicant and/or property owner fails to complete the planting of the trees within the time of completion set forth in § 181-8. Prior to the forfeiture of any cash bond monies, the Code Enforcement Official - Trees shall cause a written notice to be served upon the applicant and/or property owner who posted the cash bond. Service of the notice shall be made in person or by certified mail, return receipt requested. Upon service of any notice pursuant to this subsection, the applicant and/or property owner shall have 10 days, or such further time as the Mayor and Council shall agree, in writing, to plant the trees that have not been planted, or the applicant and/or property owner shall forfeit any cash bond amounts posted by the applicant and/or property owner. Any monies forfeited by the applicant and/or property owner shall be deposited in the Borough's Shade Tree Fund for use by the Shade Tree Commission to plant trees elsewhere in the municipality.

D. As an additional precondition to the issuance of a permit, the applicant shall post a cash bond in the equivalent of $1,500 for each street tree present on the property that is not otherwise covered by mitigation. At the end of the third calendar year from the date of the issuance of the final certificate of occupancy (i.e., the bond can be held for up to two years and 11 months) and upon certification by the Code Enforcement Official - Trees that the trees continue to be in good health, the Borough shall return the cash bond to the applicant. The cash bond shall be retained by the Borough for this period to assure the survival of the tree(s) and recover the cost of removal and replacement of the trees for taxpayers should the tree(s) not survive.

§ 181-9. Time of completion.

The tree(s) required to be planted by the applicant and/or property owner pursuant to § 181-6D(5) shall be planted within six months after the completion of the project for which the permit was issued, the issuance of a certificate of occupancy, or the issuance of a certificate of approval, whichever shall be sooner. The applicant may submit a written request to the Construction Office for an extension of time of up to 60 days. Additional extensions may be granted, upon the written request of the applicant, at the discretion of the Construction Office. Extension requests shall not be unreasonably denied. However, in no event shall the time for completion be extended beyond a total of six additional months.

5. Editor's Note: This ordinance also provided for the redesignation of former § 181-7 as this § 181-8, the redesignation of former § 181-8 as § 181-9, and the redesignation of former § 181-9 as § 181-7.

§ 181-10. Designation and protection of landmark trees.

A. Upon the written recommendation of the Environmental Commission and with the written approval of the property owner, the Mayor and Council of the Borough of Closter shall determine whether any tree qualifies as a landmark tree. A tree may qualify as a landmark tree if it meets one or more of the following criteria:

    (1) The tree species is rare.

    (2) The tree is of an abnormal height or has an abnormal trunk diameter or dripline for a tree of its species.

    (3) The location, shade value, fragrance, erosion control, aesthetic features, or scenic enhancement of such tree is of special importance to the Borough of Closter.

    (4) The tree is a rare ornamental or flowering tree.

B. All trees designated as landmark trees by the Mayor and Council shall be memorialized by resolution and shall be shown on an official Borough Map with appropriate code marks signifying each tree's designation, number, species, age, size and other distinguishing characteristics for ready reference and periodic monitoring. The Borough Administrator or his designee shall ensure that each landmark tree is shown on the Borough Map.
C. All trees designated as landmark trees by the Mayor and Council shall be memorialized by resolution and shall be shown on an official landmark tree inventory retained by the Borough Administrator.
D. If the owner or owners of the property on which a landmark tree is located consents thereto, the Borough may identify such tree as a landmark tree by the placement of a suitable marker thereon.
E. If, and when, any landmark tree is removed, the Borough Administrator shall arrange for the necessary changes to be made to the official landmark tree inventory records and Borough Map.
F. No person shall cut down or remove any landmark tree, whether such tree is located on public or private property, without first obtaining the approval of the Mayor and Council of the Borough of Closter and a permit issued pursuant to this chapter.
G. For each landmark tree removed pursuant to Subsection F hereinabove, mitigation shall be required and the applicant shall plant a tree as defined in this chapter on the property in question at a replacement rate of two trees for each landmark tree removed. In the event the applicant asserts the planting of trees on the property in question would be inappropriate and the Mayor and Council agrees, the applicant may, in lieu of planting trees, provide to the Borough a sum of $500 for each tree required to be planted to be deposited in the Borough's Shade Tree Fund for use by the Shade Tree Commission to plant trees elsewhere in the Borough.

§ 181-11. Responsibility for administration and enforcement. [Amended 6-22-2011 by Ord. No.

The provisions set forth in this chapter shall be administered and enforced by the Code Enforcement Official - Trees, the Construction Official, and the Code Enforcement Officer, or his/her designee.

§ 181-12. Appeals. [Amended 8-10-2022 by Ord. No. 2022:1306]

A. Any person aggrieved by the decision of the municipal official charged with the administration and enforcement of this chapter shall have the right, within 10 days of the issuance of any decision by such official, to appeal to the Closter Tree Appeal Panel, which shall take action as it deems appropriate in the matter. In the event of such an appeal, the procedures set forth with reference to applications based on hardship contained in § 181-6C shall apply.
B. The Tree Appeal Panel consists of the Borough Code Enforcement Official – Trees, the Municipal Code Official and the Borough Administrator.

§ 181-13. Exemptions.

The following shall be exempt from the requirements of this chapter;

A. Trees located on the business-related portions of the properties of commercial nurseries.

B. Pruning within the right-of-way by utility companies for maintenance of utility wires or pipelines. The utility company shall notify the Borough Administrator prior to commencing such work at least two weeks prior to the commencement of such work.
C. Trees that are deemed to be removed by the governing body of the Borough of Closter or that are on or over a public right-of-way.
D. Parklands or other public lands owned by the Borough of Closter.
E. Any projects that have received building permits or board approvals prior to the enactment of this chapter.

§ 181-14. Violations and penalties.

A. Any person, applicant, developer or owner who violates any provision of this chapter shall be liable for a fine not to exceed $1,500 or imprisonment for a term not in excess of 90 days, or both. Each tree is a separate violation. **[Amended 9-10-2014 by Ord. No. 2014:1173]**
B. In addition to the penalties outlined in the above subsection, the Borough may require a person who removes or otherwise destroys a tree in violation of this chapter to pay a replacement assessment to the municipality. The replacement assessment shall be the value of the tree as determined by the Borough's Code Enforcement Official - Trees. In lieu of an appraisal, the Borough may use the formula based upon the number of square inches contained in a cross section of the trunk of the tree multiplied by a predetermined value per square inch, not to exceed $27 per square inch. The square- inch cross section shall be calculated from the diameter at 4 1⁄2 feet above ground level, and if there is a multiple-stem tree, then each trunk shall be measured and the largest trunk shall be used to determine the fine for the tree. The Borough shall modify the value of the tree based on its species, variety, location and condition at the time of removal or destruction. **[Amended 6-22-2011 by Ord. No. 2011:1094]**

§ 181-15. Repealer.

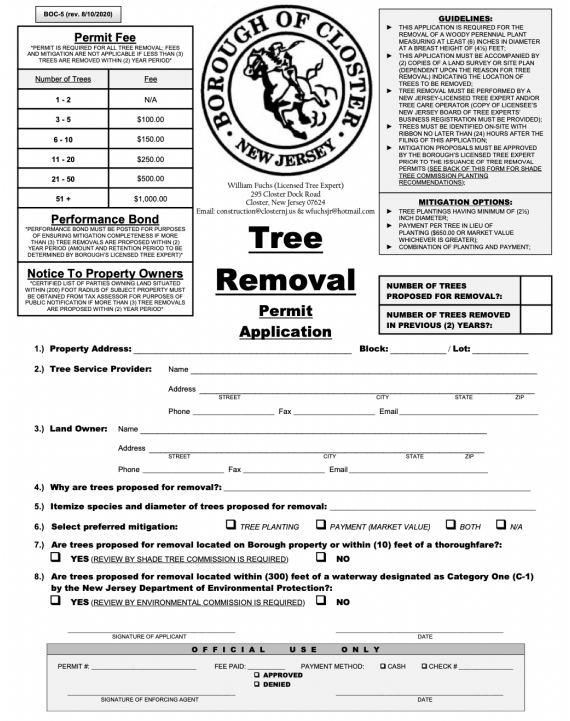
If any sentence, section, clause or other portion of this chapter or the application thereof to any person or circumstance shall, for any reason, be adjudged by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair or repeal the remainder of this chapter. All ordinances or parts thereof inconsistent herewith are hereby repealed to the extent of such inconsistency.

§ 181-16. When effective.

This chapter shall become effective immediately upon final passage and publication, as required by law.

Appendix B. – additional materials

Tree Removal/Replacement Permit



BOC-5 (rev. 8/10/2020)

Permit Fee

PERMIT IS REQUIRED FOR ALL TREE REMOVAL; FEES AND MITIGATION ARE NOT APPLICABLE IF LESS THAN (3) TREES ARE REMOVED WITHIN (2) YEAR PERIOD

Number of Trees	Fee
1 - 2	N/A
3 - 5	$100.00
6 - 10	$150.00
11 - 20	$250.00
21 - 50	$500.00
51 +	$1,000.00

Performance Bond

PERFORMANCE BOND MUST BE POSTED FOR PURPOSES OF ENSURING MITIGATION COMPLETENESS IF MORE THAN (3) TREE REMOVALS ARE PROPOSED WITHIN (2) YEAR PERIOD (AMOUNT AND RETENTION PERIOD TO BE DETERMINED BY BOROUGH'S LICENSED TREE EXPERT)

Notice To Property Owners

CERTIFIED LIST OF PARTIES OWNING LAND SITUATED WITHIN (200) FOOT RADIUS OF SUBJECT PROPERTY MUST BE OBTAINED FROM TAX ASSESSOR FOR PURPOSES OF PUBLIC NOTIFICATION IF MORE THAN (3) TREE REMOVALS ARE PROPOSED WITHIN (2) YEAR PERIOD

BOROUGH OF CLOSTER NEW JERSEY

William Fuchs (Licensed Tree Expert)
295 Closter Dock Road
Closter, New Jersey 07624
Email: construction@closternj.us & wfuchsjr@hotmail.com

Tree Removal Permit Application

GUIDELINES:

- THIS APPLICATION IS REQUIRED FOR THE REMOVAL OF A WOODY PERENNIAL PLANT MEASURING AT LEAST (6) INCHES IN DIAMETER AT A BREAST HEIGHT OF (4½) FEET;
- THIS APPLICATION MUST BE ACCOMPANIED BY (2) COPIES OF A LAND SURVEY OR SITE PLAN (DEPENDENT UPON THE REASON FOR TREE REMOVAL) INDICATING THE LOCATION OF TREES TO BE REMOVED;
- TREE REMOVAL MUST BE PERFORMED BY A NEW JERSEY-LICENSED TREE EXPERT AND/OR TREE CARE OPERATOR (COPY OF LICENSEE'S NEW JERSEY BOARD OF TREE EXPERTS' BUSINESS REGISTRATION MUST BE PROVIDED);
- TREES MUST BE IDENTIFIED ON-SITE WITH RIBBON NO LATER THAN (24) HOURS AFTER THE FILING OF THIS APPLICATION;
- MITIGATION PROPOSALS MUST BE APPROVED BY THE BOROUGH'S LICENSED TREE EXPERT PRIOR TO THE ISSUANCE OF TREE REMOVAL PERMITS (SEE BACK OF THIS FORM FOR SHADE TREE COMMISSION PLANTING RECOMMENDATIONS);

MITIGATION OPTIONS:

- TREE PLANTINGS HAVING MINIMUM OF (2½) INCH DIAMETER;
- PAYMENT PER TREE IN LIEU OF PLANTING ($650.00 OR MARKET VALUE WHICHEVER IS GREATER);
- COMBINATION OF PLANTING AND PAYMENT;

NUMBER OF TREES PROPOSED FOR REMOVAL?:	
NUMBER OF TREES REMOVED IN PREVIOUS (2) YEARS?:	

1.) **Property Address:** _____ **Block:** _____ / **Lot:** _____

2.) **Tree Service Provider:** Name _____
Address _____ (STREET / CITY / STATE / ZIP)
Phone _____ Fax _____ Email _____

3.) **Land Owner:** Name _____
Address _____ (STREET / CITY / STATE / ZIP)
Phone _____ Fax _____ Email _____

4.) **Why are trees proposed for removal?:** _____

5.) **Itemize species and diameter of trees proposed for removal:** _____

6.) **Select preferred mitigation:** ❑ *TREE PLANTING* ❑ *PAYMENT (MARKET VALUE)* ❑ *BOTH* ❑ *N/A*

7.) **Are trees proposed for removal located on Borough property or within (10) feet of a thoroughfare?:**
❑ **YES** (REVIEW BY SHADE TREE COMMISSION IS REQUIRED) ❑ **NO**

8.) **Are trees proposed for removal located within (300) feet of a waterway designated as Category One (C-1) by the New Jersey Department of Environmental Protection?:**
❑ **YES** (REVIEW BY ENVIRONMENTAL COMMISSION IS REQUIRED) ❑ **NO**

_____ _____
SIGNATURE OF APPLICANT DATE

O F F I C I A L U S E O N L Y

PERMIT #: _____ FEE PAID: _____ PAYMENT METHOD: ❑ CASH ❑ CHECK # _____
❑ **APPROVED**
❑ **DENIED**

_____ _____
SIGNATURE OF ENFORCING AGENT DATE



BOC-22 (rev. 1/6/2020)

BOROUGH OF CLOSTER NEW JERSEY

TREE CITY USA
Arbor Day Foundation
Member Since 2000

Shade Tree Commission
295 Closter Dock Road
Closter, New Jersey 07624
Email: shadetree@closternj.us

Shade Tree Commission
Planting Recommendations

Shade Trees (Larger Variety)

Common Name	Latin Name
Black Gum/Tupelo	Nyssa Sylvatica
Swamp White Oak	Quercus Bicolor
White Oak	Quercus Alba
Shingle Oak	Quercus Imbricaria
Pin Oak	Quercus Palustris
Scarlet Oak	Quercus Coccinea
Red Maple	Acer Rubrum
Sugar Maple	Acer Saccharum
Lacebark Elm	Ulmus Parviflora
American Elm	Ulmus American
American Beech	Fagus Grandifolia
Linden	Tilia
Cucumber Tree	Magnolia Acuminata

Ornamental Trees (Smaller Variety)

Common Name	Latin Name
Yoshino Cherry	Prunus Yedoensis
Okame Cherry	Prunus Okame
Hop Hornbeam	Ostrya Virginiana
American Hornbeam	Carpinus Caroliniana
Fringe Tree	Chionanthus Virginicus
Snowbell	Styrax Japonica
Amur Maple Ruby Slippers	Acer Ginnala Ruby Slippers
Tree Lilac	Syringa Reticulata
Red Buckeye	Aesculus Pavia

Private Tree Removals: Healthy trees removed with permits on private property. If trees are not replanted then money is submitted into a tree fund to replant in town. Some information has not been tracked:

Year	Removed	Replaced	# Permits
2024	345		210
2023	556		232
2022	504		200
2021	563		237

Street/Park/Public Trees Planted/Removed:

Year	STC Budget	Tree Fund	Other	Total Planted	Total Removed	Total Spent
2024	14	20		34	64	$16,610
2023	18		8 Open Space 56 Grant $43,795	82	45	$9,780 + grant money
2022	41	12		53	37	$28,075
2021	54			54	31	$20,170
2020	30	11		41	36	$28,737
2019	54			54		
2018	53			53		
2017	0	36		36		
2016		42		42		
2015	42			42		
2014	34			34		

Planting Specs. Handout

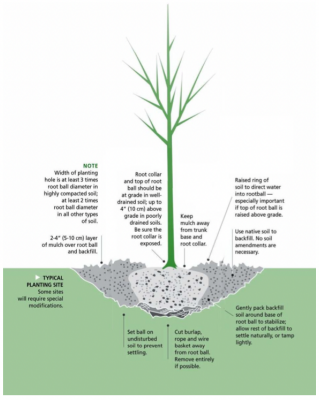
SHADE TREE COMMISSION

Approved Tree List

SHADE TREES* *(larger variety, tall-growing trees)*	**ORNAMENTAL** *(smaller variety, suitable for planting within 20 feet of an overhead power line)*
Acer rubrum - Red Maple	Acer negundo - Boxelder Maple
Acer saccharum - Sugar Maple	Aesculus pavia - Red Buckeye
Betula nigra – Single Stem River Birch	Amelanchier Levis 'snowflakes' - Shadblow Single Stem
Celtics occidentalis - Hackberry	Carpinus caroliniana - American Hornbeam
Liquidambar styraciflua 'Hapdel' (Happidaze Sweet Gum)	Cercis canadensis - Eastern Redbud
Lirodendron "Emerald City" - Emerald City Tulip	Craetagus crus-galli - Hawthorne
Magnolia acuminata - Cucumber Magnolia	Lirodendron 'little volunteer' - Tulip little Volunteer
Nyssa sylvatica - Black Gum/Tupelo	Ostrya virginiana - Hop Hornbeam
Quercus alba - White Oak	Prunus okame - Okame Cherry
Quercus bicolor - Swamp White Oak	Prunus yedoensis - Yoshino Cherry
Quercus coccinea - Scarlet Oak	Styrax japonica - Snowbell
Quercus imbricaria - Shingle Oak	Syringa reticulata - Tree Lilac
Quercus palustris - Pin Oak	Zelkova serrata - Zelkova 'City Sprite'
Tilia americana –Basswood Linden	Zelkova serrata - Zelkova 'Wireless'
Ulmus americana - American Elm DED resistant cultivars	
Ulmus parviflora - Lacebark Elm	
Zelkova serrata - Green Vase	
*compact or columnar forms of large variety shade trees are not acceptable	

PLEASE NOTE: hyperlinks are provided for image reference only

Planting Tips



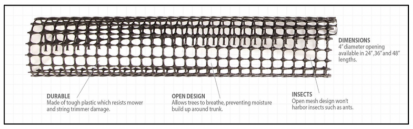
One of the primary causes of tree failure is improper planting depth. Make sure that the root flare is at grade, so that the roots are underground and the trunk is above ground.

Piling mulch at the base of a tree traps moisture around the trunk and root flare, leading to decay and often structural damage. The best shape is a donut that keeps mulch several inches away from the base of the tree.

PROTECT YOUR NEWLY PLANTED TREES FROM DEER DAMAGE

Deer rub their antlers against trees to scrape off the velvet cover and/or mark their territory, causing extensive damage. Deer Guards are a mesh-like covering that effectively protect young trees. They are required for each shade tree planted in the Borough and are highly recommended for any new tree planting. Deer guards should:

- Be installed on all new tree plantings where the length of the trunk—free of branches—is greater than 18 inches;
- Cover at least 75% of length of trunk from the ground to the first branch—not required to exceed a maximum height of 48 inches;
- Be secured at 3 points using 3 ply organic BIODEGRADABLE twine or rope—NO WIRE OR ZIP TIES (this would restrict trunk growth);
- Be of rigid construction but flexible, allowing expansion, and formed to stay in place regardless of presence of twine/rope;
- Be 4- or 6-inch diameter for trees between 2 and 6-inch caliper;
- Be of open mesh design, with not more that 50% opacity; and
- Be maintained in place for at least 5 years and until tree is at least 8 inch caliper DBH (diameter at breast height).



Guards that meet these requirements are available online at AM Leonard:
https://www.amleo.com/leonard-rigid-plastic-mesh-tree-guards-4-inch-diameter-48-inch-length/p/BG48

Questions? Please contact the Closter Shade Tree Commission at shadetree@closternj.us.

Arbor Day Poster Contest



BOROUGH OF CLOSTER
RESOLUTION #2025-162
JUNE 11, 2025

GOVERNING BODY CERTIFICATION OF 2024 AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the Year 2024 has been filed by a Registered Municipal Accountant with the Municipal Clerk as pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 - to wit:

> "R.S. 52:27BB-52 - A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars ($1,000.00) dollars or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE, BE IT RESOLVED that the governing body of the Borough of Closter, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

COUNCILMEMBER	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai						
Councilman Cho						
Councilwoman Chung						
Councilwoman Latner						
Councilwoman Maroules						
Council President Yammarino						

Adopted: June 11, 2025

ATTEST: APPROVED:

_____ _____
Mari J. Margiotta, Borough Clerk John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held June 11, 2025.

_____
Mari J. Margiotta, Borough Clerk

GROUP AFFIDAVIT FORM
CERTIFICATION OF GOVERNING BODY

STATE OF NEW JERSEY
COUNTY OF BERGEN

We, members of the Governing Body of the Borough of Closter, in the County of Bergen, of full age, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Mayor and Council of the Borough of Closter;

2. In the performance of our duties, and pursuant to Local Finance Board Regulations, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2024;

3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report entitled: SCHEDULED OF FINDINGS AND RECOMMENDATIONS.

_____ (L.S.)
Mayor John C. Glidden, Jr.

_____ (L.S.)
Councilwoman Victoria Roti Amitai

_____ (L.S.)
Councilman Christopher Cho

_____ (L.S.)
Councilwoman Jannie Chung

_____ (L.S.)
Councilwoman Alissa Latner

_____ (L.S.)
Councilwoman Anna Maroules

_____ (L.S.)
Councilman Joseph Yammarino

Sworn to and subscribed before me this
_____ day of _____

_____
Notary Public of New Jersey

_____

The Municipal Clerk shall set forth the reason for absence of signature of any members of the governing body.

IMPORTANT: This certificate must be sent to the Bureau of Financial Regulation and Assistance, Division of Local Government Services, P.O. Box 803, Trenton, New Jersey 08625-0803.

NO PHOTOCOPIES OF SIGNATURES

BOROUGH OF CLOSTER
RESOLUTION #2025-163
JUNE 11, 2025

APPOINTING AN ACTING ZONING OFFICER
JOSEPH SCOTT JEZEQUEL

WHEREAS, the Borough Zoning Officer has resigned from the position; and

WHEREAS, there is a need to have a Zoning Officer on staff for the efficient operation of the zoning office; and

WHEREAS, Joseph Scott Jezequel has the knowledge and experience for the title of Acting Zoning Officer; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council, that Joseph Scott Jezequel be appointed to the position of Acting Zoning Officer starting June 16, 2025, until July 31, 2025.

NOW THEREFORE BE IT FURTHER RESOLVED that the Clerk shall provide a certified copy of this Resolution to the Finance Office.

COUNCILMEMBER	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai						
Councilman Cho						
Councilwoman Chung						
Councilwoman Latner						
Councilwoman Maroules						
Council President Yammarino						

Adopted: June 11, 2025

ATTEST: APPROVED:

_____ _____
Mari J. Margiotta, Borough Clerk John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held June 11, 2025.

_____
Mari J. Margiotta, Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION #2025-164
JUNE 11, 2025

BILLS LIST

WHEREAS, the claims listed below have been authorized and approved by the Chairman of the Committee, examined by the Finance Committee, and found correct.

THEREFORE, BE IT RESOLVED, that the Mayor and Council hereby authorize the payment of these claims, and that warrants be drawn therefore when funds are available.

Budgeted	Amount
Bergen County Tax	$ 1,517,391.00
County Open Space Tax	$ 71,013.00
Northern Valley High School	$ 0.00
Closter Board of Education	$ 1,913,989.00
2024 Budget Appropriations	$ 30,500.15
2025 Budget Appropriations – Operating Expenses Payroll 05/15/2025 Payroll 05/30/2025	$ 968,530.00 $ 313,194.23 $ 307,220.44
Current Treasury Account May 15, 2025 to June 11, 2025	$ 5,186,837.82

Capital and Trust	**Amount**
Capital	$ 33,029.40
Escrow Trust	$ 13,796.40
Recreation	$ 18,369.04
Animal	$ 40.00
Housing Trust	$ 0.00
Food Locker	$ 0.00
Open Space	$ 0.00
HRA Insurance	$ 0.00

COUNCILMEMBER	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai						
Councilman Cho						
Councilwoman Chung						
Councilwoman Latner						
Councilwoman Maroules						
Council President Yammarino						

Adopted: June 11, 2025

ATTEST: APPROVED:

_____ _____

Mari J. Margiotta, Borough Clerk John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held June 11, 2025.

_____

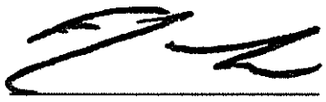
Mari J. Margiotta, Borough Clerk

CHIEF FINANCIAL OFFICER CERTIFICATION OF AVAILABILITY OF FUNDS

Borough of Closter Council

As the Chief Financial Officer of the Borough of Closter, responsible for the maintenance of the financial records of the Municipality, I hereby certify that adequate funds have been appropriated. All funds are available for the aforementioned purpose and that payment of perspective contract price will be charged against and not to exceed the amount appropriated in the:

Closter Board of Education			$ 1,913,989.00
Northern Valley Regional H.S.			$ -
Bergen County Tax			$ 1,579,391.00
Bergen County Open Space			$ 71,013.00
2024 Budget Appropriations -		Operating	$ 30,500.15
2025 Budget Appropriations -		Operating	$ 968,530.00
Payroll	5/15/2025		$ 313,194.23
Payroll	5/30/2025		$ 307,220.44
Total Current Treasury			**$ 5,183,837.82**
Capital			$ 33,029.96
Escrow Trust Account			$ 13,796.40
Recreation			$ 18,369.04
Housing Trust			$ 40.00
Animal Account			$ -
Open Space			$ -
Community Development Block Grant			$ -
Food Locker			$ -
HRA Insurance Plan			$ -



Francis Elenio
Chief Finance Officer
Borough of Closter

Dated: 06/11/25

Range of Checking Accts: 01 CURRENT VB to 13TRUST Range of Check Dates: 05/15/25 to 06/11/25
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor		Amount Paid	Reconciled/Void	Ref Num
01 CURRENT VB	CURRENT TREASURY - VALLEY					
379	05/15/25	MYFSA005	GENTE SERVICES, LLC	57.00		7935
380	05/19/25	COREL000	CORE LOGIC	4,458.41		7941
381	05/19/25	ACTIO015	ACTION DATA SERVICES INC.	283.72		7942
382	05/20/25	CABLE000	OPTIMUM	92.51		7944
383	05/20/25	COUNT010	COUNTY OF BERGEN	2,795.76		7944
384	05/20/25	MAILF005	QUADIENT LEASING USA, INC	529.26		7944
385	05/20/25	UNITE020	VEOLIA WATER NEW JERSEY	2,452.76		7944
386	05/21/25	EDMUN010	EDMUNDS GOVTECH	15,242.23		7945
387	05/28/25	CLOST070	CLOSTER PUBLIC LIBRARY	86,219.16		7946
388	05/28/25	STAND000	STANDARD INSURANCE COMPANY	1,562.43		7946
389	05/30/25	JEROM000	JEROME IKALOWYCH	2,011.94		7951
390	05/30/25	MATTH005	MATTHEW THORNHILL	1,344.46		7951
391	06/02/25	ACTIO015	ACTION DATA SERVICES INC.	650.00		7952
392	06/02/25	CABLE000	OPTIMUM	75.00		7952
393	06/02/25	COREL000	CORE LOGIC	8,894.07		7952
394	06/02/25	DWLM0000	DWL MONMOUTH, INC	40,274.35		7952
395	06/02/25	MGLPR000	MGL PRINTING SOLUTIONS	1,116.00		7952
396	06/02/25	NRGBU005	NRG BUSINESS MARKETING	279.86		7952
397	06/02/25	PSEG 005	PSE&G	330.74		7952
398	06/02/25	VERIZ005	VERIZON	228.00		7952
399	06/02/25	VERIZ020	VERIZON WIRELESS	1,571.85		7952
400	06/04/25	CABLE000	OPTIMUM	75.00		7953
401	06/04/25	CONST015	CONSTELLATION NEW ENERGY NJ	284.72		7953
402	06/04/25	ROCKL015	ROCKLAND ELECTRIC COMPANY	5,503.61		7953
403	06/04/25	UNITE020	VEOLIA WATER NEW JERSEY	586.46		7953
404	06/04/25	VERIZ005	VERIZON	159.00		7953
405	06/11/25	11PRI005	11 PRISTINE CORP	120.00		7954
406	06/11/25	AIRGA000	AIRGAS USA, LLC	236.99		7954
407	06/11/25	ALDOG000	ALDO GUERINO	1,864.68		7954
408	06/11/25	ALFON000	ALFONSO DIASPARRA	219.48		7954
409	06/11/25	ALPHO000	ALPHONSO H. YOUNG JR.	1,920.46		7954
410	06/11/25	AMAZ001	AMAZON BUSINESS	587.50		7954
411	06/11/25	AMGRA000	AM GRAPHICS CO., INC.	90.00		7954
412	06/11/25	ARIST000	ARISTA TROPHIES & AWARDS	378.80		7954
413	06/11/25	BEATT000	BEATTIE PADOVANO, LLC	2,068.50		7954
414	06/11/25	BERGE135	BERGENFIELD FIRE TRAINING CTR	500.00		7954
415	06/11/25	BLOOD005	BLOODGOOD LAW ENF TRAINING GRO	585.00		7954
416	06/11/25	BONNI000	BONNIE SWITZER	219.48		7954
417	06/11/25	BOSWE000	BOSWELL ENGINEERING, INC.	4,704.75		7954
418	06/11/25	CAROL010	CAROLE DACEY	219.48		7954
419	06/11/25	CERTI020	CERTIFIED SPEEDOMETER SERVICE	352.00		7954
420	06/11/25	CHAUM005	CHAUMONT MOTORS LLC	3,992.55		7954
421	06/11/25	CHIEF000	DAVID BERRIAN	495.44		7954
422	06/11/25	CHRIS033	CHRISTOPHER DIPPOLITO	3,325.40		7954
423	06/11/25	CUSTO001	CUSTOM BANDAG INC	3,241.44		7954
424	06/11/25	DAVID050	DAVID HOLLENDER	677.69		7954
425	06/11/25	DELAG000	DE LAGE LANDEN FINANCIAL SVC.	604.00		7954
426	06/11/25	DENNI005	DENNIS KAINE	2,919.68		7954
427	06/11/25	DEUNI000	D & E UNIFORMS LLC	114.00		7954

Check #	Check Date	Vendor		Amount Paid	Reconciled/Void	Ref Num
01 CURRENT VB		CURRENT TREASURY - VALLEY	Continued			
428	06/11/25	DONAL010	DONALD NICOLETTI	3,325.40		7954
429	06/11/25	DONDE000	DONN DEEGAN	677.69		7954
430	06/11/25	DONOV000	DONOVAN BLADES	484.87		7954
431	06/11/25	DOROT000	DOROTHY WOODS	198.28		7954
432	06/11/25	DOROT001	DOROTHY WOODS	3,140.00		7954
433	06/11/25	DURIE005	DURIE LAWNMOWER & EQUIPMENT	8.00		7954
434	06/11/25	EMPTY000	EMPTY VASE	85.00		7954
435	06/11/25	ERIKL005	ERIK LENANDER	561.00		7954
436	06/11/25	HOMET000	HOMETOWN HARDWARE INC.	1,027.62		7954
437	06/11/25	HUNTI000	HUNTINGTON BAILEY, L.L.P.	17,061.62		7954
438	06/11/25	IACP0000	INTERNATIONAL ASSOC. OF	220.00		7954
439	06/11/25	INNOV010	POWER DMS, INC	5,521.11		7954
440	06/11/25	INTER065	INTERSTATE WASTE SERVICES OF	24,883.59		7954
441	06/11/25	JAMES000	JAMES B. WINTERS	2,919.68		7954
442	06/11/25	JAMES035	JAMES GORDON	345.24		7954
443	06/11/25	JAMES080	JAMES G. GABETTIE	219.48		7954
444	06/11/25	JBLOC000	J & B LOCK & ALARM, INC.	21.00		7954
445	06/11/25	JEROM000	JEROME IKALOWYCH	2,011.94		7954
446	06/11/25	JESCO000	JESCO INC.	24,320.15		7954
447	06/11/25	JOHNMC00	JOHN MC TIGUE	3,325.40		7954
448	06/11/25	JONAT010	JONATHAN WYMAN	83.00		7954
449	06/11/25	JOSEP020	JOSEPH CORVELLI	650.89		7954
450	06/11/25	JPMON005	JPMONZO, MUNICIPAL	50.00		7954
451	06/11/25	KEVIN000	KEVIN M. DOERR	677.69		7954
452	06/11/25	LANGU000	LANGUAGE LINE SERVICES, INC.	54.61		7954
453	06/11/25	LERCH000	LERCH, VINCI & BLISS, LLP	8,387.50		7954
454	06/11/25	LITON005	LI-TONG CHIANG	219.48		7954
455	06/11/25	LORET000	LORETTA CASTANO	219.48		7954
456	06/11/25	LOWES000	LOWE'S	266.04		7954
457	06/11/25	LUISR005	LUIS RUIZ	2,919.68		7954
458	06/11/25	LUPAR000	LUPARDI'S NURSERY INC.	3,605.00		7954
459	06/11/25	MARIA010	MARIA PASSAFARO	496.08		7954
460	06/11/25	MARIA025	MARIA MINANDO	100.00		7954
461	06/11/25	MATTH005	MATTHEW THORNHILL	1,344.46		7954
462	06/11/25	MICHA026	MICHAEL DILUZIO	219.48		7954
463	06/11/25	MICHA121	MICHAELA TOMANOVA	496.08		7954
464	06/11/25	MINUT005	MINUTEMAN PRESS	163.69		7954
465	06/11/25	MITHR005	MITHRIL METALS CORP	1,633.86		7954
466	06/11/25	NJASS000	NJ ASSOC. OF CHIEFS OF POLICE	1,916.00		7954
467	06/11/25	NJLEA000	NJ STATE LEAGUE OF MUNCIPALITI	160.00		7954
468	06/11/25	NORTH010	NORTH JERSEY MEDIA GROUP	12.32		7954
469	06/11/25	ONTIM005	ON TIME SUPPLY	299.95		7954
470	06/11/25	ORIGI005	ORIGINAL RAYS PIZZA	180.00		7954
471	06/11/25	PARTS003	PARTS AUTHORITY, INC.	1,321.53		7954
472	06/11/25	PGAUT006	P & G AUTO INC.	397.94		7954
473	06/11/25	PRECA000	PRECAST CONCRETE SALES CO.	445.20		7954
474	06/11/25	RACHL000	RACHLES/MICHELE'S OIL CO., INC	10,478.19		7954
475	06/11/25	RAVEW023	RAVE WIRELESS INC.	3,914.01		7954
476	06/11/25	RELIA005	RELIANT FIRE HOSE TESTING INC.	4,700.00		7954
477	06/11/25	RICHA040	RICHARD D'AMICO	677.69		7954
478	06/11/25	RONAL010	RONALD GAFFNEY	168.95		7954
479	06/11/25	RRDON000	RR DONNELLEY	106.50		7954

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01 CURRENT VB	CURRENT TREASURY - VALLEY	Continued				
480	06/11/25	SIEGE005	SIEGEL DISTRIBUTING CO. INC.	143.80		7954
481	06/11/25	SUNSE000	SUNSET CAR WASH	240.00		7954
482	06/11/25	SUPER015	SUPERIOR DISTRIBUTORS CO.,INC.	102.42		7954
483	06/11/25	TECHN010	TECHNICAL FIRE SERVICES, INC.	650.00		7954
484	06/11/25	THEAD005	THE ADAPTIVE WAY, LLC	717.00		7954
485	06/11/25	THEHO008	THE HOME DEPOT PRO	22.80		7954
486	06/11/25	THERE005	THE RECORD	467.24		7954
487	06/11/25	THOMA025	THOMAS MCNAMARA	219.48		7954
488	06/11/25	THOMA065	THOMAS BRUECK	3,325.40		7954
489	06/11/25	TIMOTH00	TIMOTHY CONWAY	324.44		7954
490	06/11/25	TMDEC005	TMDE CALIBRATION LABS, INC.	675.00		7954
491	06/11/25	TREAS010	TREASURER STATE OF NEW JERSEY	2,000.00		7954
492	06/11/25	TRI-C005	TRI-COUNTY TERMITE & PEST	50.00		7954
493	06/11/25	TRINI010	TRINITY SOLAR,LLC	888.00		7954
494	06/11/25	VERSA005	VERSALIFT EAST, LLC	325.00		7954
495	06/11/25	WBMAS000	W. B. MASON CO., INC.	257.77		7954
496	06/11/25	WILLI031	WILLIAM DAHLE III	253.60		7954
497	06/11/25	WILLI040	WILLIAM HOWARD	1,241.89		7954

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	119	0	355,141.83	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	119	0	355,141.83	0.00

04CAPITAL-V	CAPITAL-VALLEY					
46	06/11/25	BOSWE000	BOSWELL ENGINEERING, INC.	1,812.80		7955
47	06/11/25	DELAC001	IDENTIFICATION SIGNS LLC	768.00		7955
48	06/11/25	DOWNE010	DOWNES TREE SERVICE	4,600.00		7955
49	06/11/25	GRAFI000	GRAFIX SHOPPE	434.00		7955
50	06/11/25	TASER003	AXON ENTERPRISE, INC.	24,366.26		7955
51	06/11/25	TIMME000	W.E. TIMMERMAN CO, INC.	598.90		7955
52	06/11/25	TREAS010	TREASURER STATE OF NEW JERSEY	450.00		7955

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	7	0	33,029.96	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	7	0	33,029.96	0.00

13 DEV ESCROW 2	ESCROW EDMUNDS CHECKING 2					
3637	06/11/25	BEATT000	BEATTIE PADOVANO, LLC	0.00	06/11/25 VOID	0
3638	06/11/25	BEATT000	BEATTIE PADOVANO, LLC	4,902.00		7959
3639	06/11/25	BOSWE000	BOSWELL ENGINEERING, INC.	4,953.90		7959
3640	06/11/25	TMASS005	T&M ASSOCIATES	212.50		7959
3641	06/11/25	YUNKA005	YUN KANG	3,250.00		7959

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	4	1	13,318.40	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	4	1	13,318.40	0.00

13TRUST	Trust Checking					
463	06/11/25	BOSWE000	BOSWELL ENGINEERING, INC.	478.00		7956

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num

13TRUST Trust Checking Continued

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	478.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	478.00	0.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	131	1	401,968.19	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	131	1	401,968.19	0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	4-01	30,500.15	0.00	0.00	30,500.15
CURRENT FUND	5-01	324,641.68	0.00	0.00	324,641.68
GENERAL CAPITAL FUND	C-04	33,029.96	0.00	0.00	33,029.96
OTHER TRUST FUND	T-13	478.00	0.00	0.00	478.00
Total Of All Funds:		388,649.79	0.00	0.00	388,649.79

Project Description	Project No.	Project Total
27 FOURTH STREET	2010057424	3,250.00
145 HICKORY LANE	2010057511	360.70
CLOSTER COMMONS UNIT D-1	2010057517	358.50
8 WALKER AVE	2010057524	244.20
67 HICKORY LANE	2010057540	369.70
684 CLOSTER DOCK RD	2010057573	541.50
31 MAPLE AVENUE	2010057579	313.50
18 WILLIAM STREET	2010057594	285.00
10 CLARKE STREET	2010057598	940.50
44 HALSEY LANE	2010057601	608.70
517 CLOSTER DOCK ROAD	2010057603	1,311.00
68 STORIG AVENUE	2010057609	57.00
180 HOMANS AVENUE	2010057611	717.00
96 PINE STREET	2010057612	57.00
18 WILLIAMS STREET	2010057622	608.70
296 PIERMONT ROAD	2010057623	541.50
684 CLOSTER DOCK ROAD	2010057624	212.50
63 HARRINGTON AVE	2010057627	244.20
35 HARVEY ST	2010057629	369.70
6 WILLOW RD	2010057633	855.00
91 MAC ARTHUR AVE	2010057637	594.50
543 CLOSTER DOCK ROAD	2010057639	478.00
Total Of All Projects:		13,318.40

Range of Checking Accts: 01 CURRENT VB to 13TRUST Range of Check Dates: 05/15/25 to 06/11/25
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor		Amount Paid	Reconciled/Void	Ref Num
01 CURRENT VB	CURRENT TREASURY - VALLEY					
379	05/15/25	MYFSA005	GENTE SERVICES, LLC	57.00		7935
380	05/19/25	COREL000	CORE LOGIC	4,458.41		7941
381	05/19/25	ACTIO015	ACTION DATA SERVICES INC.	283.72		7942
382	05/20/25	CABLE000	OPTIMUM	92.51		7944
383	05/20/25	COUNT010	COUNTY OF BERGEN	2,795.76		7944
384	05/20/25	MAILF005	QUADIENT LEASING USA, INC	529.26		7944
385	05/20/25	UNITE020	VEOLIA WATER NEW JERSEY	2,452.76		7944
386	05/21/25	EDMUN010	EDMUNDS GOVTECH	15,242.23		7945
387	05/28/25	CLOST070	CLOSTER PUBLIC LIBRARY	86,219.16		7946
388	05/28/25	STAND000	STANDARD INSURANCE COMPANY	1,562.43		7946
389	05/30/25	JEROM000	JEROME IKALOWYCH	2,011.94		7951
390	05/30/25	MATTH005	MATTHEW THORNHILL	1,344.46		7951
391	06/02/25	ACTIO015	ACTION DATA SERVICES INC.	650.00		7952
392	06/02/25	CABLE000	OPTIMUM	75.00		7952
393	06/02/25	COREL000	CORE LOGIC	8,894.07		7952
394	06/02/25	DWLM0000	DWL MONMOUTH, INC	40,274.35		7952
395	06/02/25	MGLPR000	MGL PRINTING SOLUTIONS	1,116.00		7952
396	06/02/25	NRGBU005	NRG BUSINESS MARKETING	279.86		7952
397	06/02/25	PSEG 005	PSE&G	330.74		7952
398	06/02/25	VERIZ005	VERIZON	228.00		7952
399	06/02/25	VERIZ020	VERIZON WIRELESS	1,571.85		7952
400	06/04/25	CABLE000	OPTIMUM	75.00		7953
401	06/04/25	CONST015	CONSTELLATION NEW ENERGY NJ	284.72		7953
402	06/04/25	ROCKL015	ROCKLAND ELECTRIC COMPANY	5,503.61		7953
403	06/04/25	UNITE020	VEOLIA WATER NEW JERSEY	586.46		7953
404	06/04/25	VERIZ005	VERIZON	159.00		7953
405	06/11/25	11PRI005	11 PRISTINE CORP	120.00		7954
406	06/11/25	AIRGA000	AIRGAS USA, LLC	236.99		7954
407	06/11/25	ALDOG000	ALDO GUERINO	1,864.68		7954
408	06/11/25	ALFON000	ALFONSO DIASPARRA	219.48		7954
409	06/11/25	ALPHO000	ALPHONSO H. YOUNG JR.	1,920.46		7954
410	06/11/25	AMAZ001	AMAZON BUSINESS	587.50		7954
411	06/11/25	AMGRA000	AM GRAPHICS CO., INC.	90.00		7954
412	06/11/25	ARIST000	ARISTA TROPHIES & AWARDS	378.80		7954
413	06/11/25	BEATT000	BEATTIE PADOVANO, LLC	2,068.50		7954
414	06/11/25	BERGE135	BERGENFIELD FIRE TRAINING CTR	500.00		7954
415	06/11/25	BLOOD005	BLOODGOOD LAW ENF TRAINING GRO	585.00		7954
416	06/11/25	BONNI000	BONNIE SWITZER	219.48		7954
417	06/11/25	BOSWE000	BOSWELL ENGINEERING, INC.	4,704.75		7954
418	06/11/25	CAROL010	CAROLE DACEY	219.48		7954
419	06/11/25	CERTI020	CERTIFIED SPEEDOMETER SERVICE	352.00		7954
420	06/11/25	CHAUM005	CHAUMONT MOTORS LLC	3,992.55		7954
421	06/11/25	CHIEF000	DAVID BERRIAN	495.44		7954
422	06/11/25	CHRIS033	CHRISTOPHER DIPPOLITO	3,325.40		7954
423	06/11/25	CUSTO001	CUSTOM BANDAG INC	3,241.44		7954
424	06/11/25	DAVID050	DAVID HOLLENDER	677.69		7954
425	06/11/25	DELAG000	DE LAGE LANDEN FINANCIAL SVC.	604.00		7954
426	06/11/25	DENNI005	DENNIS KAINE	2,919.68		7954
427	06/11/25	DEUNI000	D & E UNIFORMS LLC	114.00		7954

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428	06/11/25	DONAL010	DONALD NICOLETTI	3,325.40		7954
429	06/11/25	DONDE000	DONN DEEGAN	677.69		7954
430	06/11/25	DONOV000	DONOVAN BLADES	484.87		7954
431	06/11/25	DOROT000	DOROTHY WOODS	198.28		7954
432	06/11/25	DOROT001	DOROTHY WOODS	3,140.00		7954
433	06/11/25	DURIE005	DURIE LAWNMOWER & EQUIPMENT	8.00		7954
434	06/11/25	EMPTY000	EMPTY VASE	85.00		7954
435	06/11/25	ERIKL005	ERIK LENANDER	561.00		7954
436	06/11/25	HOMET000	HOMETOWN HARDWARE INC.	1,027.62		7954
437	06/11/25	HUNTI000	HUNTINGTON BAILEY, L.L.P.	17,061.62		7954
438	06/11/25	IACP0000	INTERNATIONAL ASSOC. OF	220.00		7954
439	06/11/25	INNOV010	POWER DMS, INC	5,521.11		7954
440	06/11/25	INTER065	INTERSTATE WASTE SERVICES OF	24,883.59		7954
441	06/11/25	JAMES000	JAMES B. WINTERS	2,919.68		7954
442	06/11/25	JAMES035	JAMES GORDON	345.24		7954
443	06/11/25	JAMES080	JAMES G. GABETTIE	219.48		7954
444	06/11/25	JBLOC000	J & B LOCK & ALARM, INC.	21.00		7954
445	06/11/25	JEROM000	JEROME IKALOWYCH	2,011.94		7954
446	06/11/25	JESCO000	JESCO INC.	24,320.15		7954
447	06/11/25	JOHNMC00	JOHN MC TIGUE	3,325.40		7954
448	06/11/25	JONAT010	JONATHAN WYMAN	83.00		7954
449	06/11/25	JOSEP020	JOSEPH CORVELLI	650.89		7954
450	06/11/25	JPMON005	JPMONZO, MUNICIPAL	50.00		7954
451	06/11/25	KEVIN000	KEVIN M. DOERR	677.69		7954
452	06/11/25	LANGU000	LANGUAGE LINE SERVICES, INC.	54.61		7954
453	06/11/25	LERCH000	LERCH, VINCI & BLISS, LLP	8,387.50		7954
454	06/11/25	LITON005	LI-TONG CHIANG	219.48		7954
455	06/11/25	LORET000	LORETTA CASTANO	219.48		7954
456	06/11/25	LOWES000	LOWE'S	266.04		7954
457	06/11/25	LUISR005	LUIS RUIZ	2,919.68		7954
458	06/11/25	LUPAR000	LUPARDI'S NURSERY INC.	3,605.00		7954
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460	06/11/25	MARIA025	MARIA MINANDO	100.00		7954
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470	06/11/25	ORIGI005	ORIGINAL RAYS PIZZA	180.00		7954
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476	06/11/25	RELIA005	RELIANT FIRE HOSE TESTING INC.	4,700.00		7954
477	06/11/25	RICHA040	RICHARD D'AMICO	677.69		7954
478	06/11/25	RONAL010	RONALD GAFFNEY	168.95		7954
479	06/11/25	RRDON000	RR DONNELLEY	106.50		7954

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481	06/11/25	SUNSE000	SUNSET CAR WASH	240.00		7954
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483	06/11/25	TECHN010	TECHNICAL FIRE SERVICES, INC.	650.00		7954
484	06/11/25	THEAD005	THE ADAPTIVE WAY, LLC	717.00		7954
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486	06/11/25	THERE005	THE RECORD	467.24		7954
487	06/11/25	THOMA025	THOMAS MCNAMARA	219.48		7954
488	06/11/25	THOMA065	THOMAS BRUECK	3,325.40		7954
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490	06/11/25	TMDEC005	TMDE CALIBRATION LABS, INC.	675.00		7954
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492	06/11/25	TRI-C005	TRI-COUNTY TERMITE & PEST	50.00		7954
493	06/11/25	TRINI010	TRINITY SOLAR,LLC	888.00		7954
494	06/11/25	VERSA005	VERSALIFT EAST, LLC	325.00		7954
495	06/11/25	WBMAS000	W. B. MASON CO., INC.	257.77		7954
496	06/11/25	WILLI031	WILLIAM DAHLE III	253.60		7954
497	06/11/25	WILLI040	WILLIAM HOWARD	1,241.89		7954

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	119	0	355,141.83	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	119	0	355,141.83	0.00

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51	06/11/25	TIMME000	W.E. TIMMERMAN CO, INC.	598.90		7955
52	06/11/25	TREAS010	TREASURER STATE OF NEW JERSEY	450.00		7955

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	7	0	33,029.96	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	7	0	33,029.96	0.00

13 DEV ESCROW 2	ESCROW EDMUNDS CHECKING 2					
3637	06/11/25	BEATT000	BEATTIE PADOVANO, LLC	0.00	06/11/25 VOID	0
3638	06/11/25	BEATT000	BEATTIE PADOVANO, LLC	4,902.00		7959
3639	06/11/25	BOSWE000	BOSWELL ENGINEERING, INC.	4,953.90		7959
3640	06/11/25	TMASS005	T&M ASSOCIATES	212.50		7959
3641	06/11/25	YUNKA005	YUN KANG	3,250.00		7959

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	4	1	13,318.40	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	4	1	13,318.40	0.00

13TRUST	Trust Checking					
463	06/11/25	BOSWE000	BOSWELL ENGINEERING, INC.	478.00		7956

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num

13TRUST Trust Checking Continued

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	478.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	478.00	0.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	131	1	401,968.19	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	131	1	401,968.19	0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	4-01	30,500.15	0.00	0.00	30,500.15
CURRENT FUND	5-01	324,641.68	0.00	0.00	324,641.68
GENERAL CAPITAL FUND	C-04	33,029.96	0.00	0.00	33,029.96
OTHER TRUST FUND	T-13	478.00	0.00	0.00	478.00
Total Of All Funds:		388,649.79	0.00	0.00	388,649.79

Project Description	Project No.	Project Total
27 FOURTH STREET	2010057424	3,250.00
145 HICKORY LANE	2010057511	360.70
CLOSTER COMMONS UNIT D-1	2010057517	358.50
8 WALKER AVE	2010057524	244.20
67 HICKORY LANE	2010057540	369.70
684 CLOSTER DOCK RD	2010057573	541.50
31 MAPLE AVENUE	2010057579	313.50
18 WILLIAM STREET	2010057594	285.00
10 CLARKE STREET	2010057598	940.50
44 HALSEY LANE	2010057601	608.70
517 CLOSTER DOCK ROAD	2010057603	1,311.00
68 STORIG AVENUE	2010057609	57.00
180 HOMANS AVENUE	2010057611	717.00
96 PINE STREET	2010057612	57.00
18 WILLIAMS STREET	2010057622	608.70
296 PIERMONT ROAD	2010057623	541.50
684 CLOSTER DOCK ROAD	2010057624	212.50
63 HARRINGTON AVE	2010057627	244.20
35 HARVEY ST	2010057629	369.70
6 WILLOW RD	2010057633	855.00
91 MAC ARTHUR AVE	2010057637	594.50
543 CLOSTER DOCK ROAD	2010057639	478.00
Total Of All Projects:		13,318.40

Range of Checking Accts: 14RECREATION to 15ANIMALCONTROL Range of Check Dates: 05/15/25 to 06/11/25
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor		Amount Paid	Reconciled/Void	Ref Num
14SP REC VALLEY SPECIAL RECREATION VALLEY						
67	05/15/25	LANDO005	LAND OF MAKE BELIEVE	100.00		7936
68	05/15/25	PARAG010	PARAGON SCHOOL OF ARTISTIC	100.00		7936
69	06/11/25	ARIST000	ARISTA TROPHIES & AWARDS	972.00		7957
70	06/11/25	CAPTU010	CAPTUREPOINT	4,000.00		7957
71	06/11/25	DRORC005	DROR COHEN	1,200.00		7957
72	06/11/25	JOHNS030	JOHN STODNICK	166.00		7957
73	06/11/25	JONAT010	JONATHAN WYMAN	83.00		7957
74	06/11/25	JOSEP080	JOSEPH A. VINCENTI	1,613.50		7957
75	06/11/25	MINUT005	MINUTEMAN PRESS	412.10		7957
76	06/11/25	PARTA010	PARTAC PEAT CORPORATION	2,388.44		7957
77	06/11/25	PETRE005	PETRELLA ATHLETICS LLC	2,776.00		7957
78	06/11/25	PGSHO005	PG SHOOTING STARS	2,788.00		7957
79	06/11/25	USOVE005	U.S. OVER 30 BASEBALL LEAGUE	1,770.00		7957

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	13	0	18,369.04	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	13	0	18,369.04	0.00

15 ANIMAL VB ANIMAL VALLEY						
8	06/11/25	CURRE000	CURRENT TREASURY FUND	40.00		7958

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	40.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	40.00	0.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	14	0	18,409.04	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	14	0	18,409.04	0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
RECREATION TRUST	T-14	18,369.04	0.00	0.00	18,369.04
DOG TRUST	T-15	40.00	0.00	0.00	40.00
Total Of All Funds:		18,409.04	0.00	0.00	18,409.04

BOROUGH OF CLOSTER
RESOLUTION NO. 2025-165
JUNE 11, 2025

FIXING BASE SALARIES FOR 2025

WHEREAS, the Mayor and Council of the Borough of Closter have adopted Ordinance providing for base salaries and compensation for Borough Employees not covered by bargaining unit contracts; and

WHEREAS, the Ordinance provides ranges of minimum and maximum base salaries for the various departments and positions specified therein; and

WHEREAS, the Mayor and Council do desire to establish the base salary and compensation for the year 2025 unless otherwise noted for certain employees of the Borough of Closter; and

WHEREAS, said base salary amounts will be prorated in the event that an employee only serves a portion of the year in a covered position; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter that the base salaries for the employees mentioned below, retroactive to January 1, 2025 be and are hereby set as follows:

Administration	
Borough Administrator/Treasurer	123,100.13
Administrative Secretary	69,573.57
Borough Clerk	103,020.00
Deputy Borough Clerk	58,366.44
Assistant to Borough Clerk	26.53/hr.
IT Manager	20,033.03
Shade Tree Administrative Assistant	3,975.23
Assistant to Historic Preservation Commission	1,497.36
Finance	
Tax Collector/Tax Search Officer/Supervisor of Accounts	92,699.13
Assistant to Tax Collector/Payroll Clerk/HR Coordinator	74,284.56
Deputy Treasurer	26,530.20
Assistant to Chief Financial Officer	23,548.10
Chief Financial Officer	25,978.37
Tax Assessor	40,374.58
Assessor Clerical Assistant	19,313.99
Temporary Clerk	25.00/hr.
Court	
Municipal Court Judge	24,618.90
Municipal Court Administrator	69,557.08
Court Violation Clerk - P/T	27.60/hr.
Violation Clerk - P/T	25.00/hr.
Construction, Zoning & Land Use	
Construction Code Official	90,202.68
Building Department Technical Assistant	59,432.32
Land Use Coordinator	36,157.09
Code Enforcement Official	15,918.12
Building Sub-Code Official	21,224.16

Building Technical Inspector	7,709.67
Building Inspector	9,232.08
Fire Sub-Code Official	15,606.00
Electrical Sub-Code Official	18,464.16
Electrical Inspector	12,629.49
Plumbing Sub-Code Official	29,849.97
Elevator Sub-Code Official	5,100.00
Building Department Technical Assistant	52,412.01
Zoning Officer P/T	43.30/hr.
Property Maintenance Officer P/T	30.60/hr.
Code Enforcement Official (Trees)	69.04/hr.
Temporary Part Time Administration Clerical	26.01/hr.
Electrical Sub-Code Inspector – PT	40.00/hr.
Vehicle Allowance	770.00/year

Public Safety

Fire Prevention Official	21,246.42
Fire Prevention Inspector – 1st Year	25.00/hr.
Fire Prevention Inspector – 2nd Year	26.07/hr.
Fire Prevention Inspector – 3rd Year	31.14/hr.
Police Chief	210,000.00
Civilian Records Clerk	48,106.81
Emergency Management Coordinator	7,777.55
Deputy Emergency Management Coordinator	1,945.35
Crossing Guard – Probationary	20.81/hr.
Crossing Guard – 1st Year	22.89/hr.
Crossing Guard – 2nd Year	23.93/hr.
Crossing Guard – 3rd Year	26.01/hr.

Public Works

DPW Director	170,654.51
Superintendent DPW	142,994.58
Deputy Superintendent	120,000.00
Temporary Driver/ Laborer	40.00/hr.
Temporary Driver/ Laborer	25.00/hr.
Temporary Driver/ Laborer - Emergency	50.00/hr.
Waste Water License – Level 1	1,500.00
Waste Water License – Level 2	1,500.00
Pesticide License	2,000.00
Recycling Coordinator	2,500.00
Assistant Recycling Coordinator	1,000.00
Clean Communities Coordinator	1,500.00
Administrative Assistant	61,200.00

Recreation & Leisure Services

Recreation Director	53,060.40
Deputy Recreation Director	4,080.00
Deputy Recreation Director	11,216.15

Recreation Secretary	3,689.63
Summer Recreation ½ Day	
Counselor - Starting	14.53/hr.
Counselor – Returning	15.50/hr.
Lead Counselor	26.00 /hr.
Lead Counselor – Returning	27.00/hr.
Supervisor	53.68/hr.
Summer Recreation F/T	
Counselor - Starting	15.50/hr.
Counselor – Step 1	16.00/hr.
Counselor – Step 2	17.00/hr.
Lead Counselor - Step1	36.00/hr.
Lead Counselor - Step 2	37.50/hr.
Camp Director	48.00/hr.

COUNCILMEMBER	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai						
Councilman Cho						
Councilwoman Chung						
Councilwoman Latner						
Councilwoman Maroules						
Council President Yammarino						

Adopted: June 11, 2025

ATTEST: APPROVED:

_____ _____
Mari J. Margiotta, Borough Clerk John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held June 11, 2025.

_____
Mari J. Margiotta, Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION #2025-166
JUNE 11, 2025

AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH BOSWELL ENGINEERING TO PROVIDE ENGINEERING SERVICES FOR MODIFICATIONS TO THE HIGH STREET & KNICKERBOCKER ROAD SIGNAL

WHEREAS, the Borough of Closter, by resolution dated January 2, 2025 entered into an annual contract with Boswell Engineering for the provision of professional engineering services; and

WHEREAS, Boswell Engineering, in a proposal dated April 21, 2025 (attached as Exhibit A), has outlined the professional engineering services required for **the High Street & Knickerbocker Road Signal**; and

WHEREAS, it is deemed to be in the best interests of the Borough of Closter for the Mayor and Council to authorize the proposed engineering services as outlined in the April 21, 2025 Boswell Engineering proposal for an **amount not to exceed $8,000.00;** and

WHEREAS, that said contract amendment is being awarded without competitive bidding, since the services covered are "professional services," pursuant to N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law, which are services performed by persons authorized by law to practice a recognized profession; and

WHEREAS, that the award of the contract continuation shall be in accordance with and subject to compliance with the Affirmative Action Regulations of the State of New Jersey, N.J.A.C. 17:27-1.1, et seq., and the requirements of Public Laws 1975 Chapter 127, N.J.S.A. 10:5-31 to 38 and N.J.S.A. 19:44A-20.1, et seq.; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council that it does hereby approve the amendment of the contract with Boswell Engineering to provide additional engineering services for the High Street & Knickerbocker Road Signal **not to exceed $8,000.00**; and.

NOW, THEREFORE, BE IT RESOLVED that the Borough Clerk shall provide a copy of this Resolution and Exhibit A to the Borough Administrator and to the Assistant CFO.

CERTIFICATE OF AVAILABILITY OF FUNDS

I, Frank Elenio, Certified Financial Officer of the Borough of Closter, hereby certify, pursuant to N.J.S.A. 40A:9-140.1, et seq. and N.J.A.C. 5:30-5.4, the funds are available to the Borough of Closter for calendar year in account C-04-23-310-000-002.

Dated: June 12, 2025

_____
Frank Elenio, CFO

COUNCILMEMBER	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai						
Councilman Cho						
Councilwoman Chung						
Councilwoman Latner						
Councilwoman Maroules						
Council President Yammarino						

Adopted: June 11, 2025

ATTEST: APPROVED:

_____ _____
Mari J. Margiotta, Borough Clerk John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held June 11, 2025.

_____
Mari J. Margiotta, Borough Clerk

Boswell Engineering Proposal Dated April 21, 2025
High Street & Knickerbocker Road Signal
Boswell File No. 25CL-110

BOSWELL
EST 1924

Headquarters
330 Phillips Avenue
South Hackensack, NJ 07606

O 201 641 0770
info@boswellengineering.com
boswellengineering.com

April 21, 2025

The Honorable Mayor and Council
Borough of Closter
295 Closter Dock Road
Closter, NJ 07624

Attention: Mr. James Winters, Administrator

Re: High Street & Knickerbocker Road Signal
Borough of Closter
Bergen County, New Jersey
Our File No. 25CL-110

Dear Mayor Glidden and Members of the Council:

This letter shall serve as Boswell's proposal for the design and re-timing of the signal modifications at the intersection of Knickerbocker and High Street in an effort to reduce the northbound queuing on the south approach to the intersection and mitigate the sight distance issues occurring at the intersection of Demarest Avenue and Knickerbocker Road.

Field Observations

The existing signal heads on the northwest corner are wired with 5/C cables from the signal head terminal blocks and spliced to the feeder signal cable in the signal standard transformer bases. All signal heads are sharing a common neutral and spliced into the feeder cable.

The existing feeder cable is a 10/C, size 14AWG and is being run from the signal standard transformer bases to the overhead cable outlet and out through the end of the signal mast arm. It is supported by strand vises on the mast arm.

The feeder cable runs aerially from the signal standard on the northwest corner to the signal on the southeast corner and down into the signal standard transformer base.

The signal heads on the southeast corner are wired with 5/C cables from the signal head terminal blocks and spliced to the 7/C size 14AWG feeder cable running to the controller cabinet.

Of the 7/C size 14AWG feeder cable, three (3) are being used for the signals facing High Street. Another three (3) are being used for the signals facing Knickerbocker Road. The last conductor in the feeder cable is used at the neutral for all signal heads. It is important to note that if the feeder neutral is lost, all signal heads will go dark. Equally important is that if for some reason, there is a backflow of voltage (which is essentially, a flow of electrical current in the wrong direction) into the controller assembly, there is high probability that some of the controller assembly components up to and including, the controller itself would be damaged and require replacement.

There are not enough conductors in the existing feeder cable for the proposed signal phasing. The signals facing Knickerbocker Road need to be separated, since the northbound movement will be a lead phase, followed by the both northbound and southbound movements running concurrently. The signals facing both approaches to High Street are not affected by the proposed phasing change.

As an absolute minimum, 12 conductors are needed for the proposed signal phasing, as follows:

Knickerbocker Road NB: R-Y-G-Neutral
Knickerbocker Road SB: R-Y-G-Neutral
High Street: R-Y-G-Neutral

Based on the discussion above, an additional 5/C size 14AWG feeder cable is needed between the controller cabinet and the transformer base on the southeast corner.

The existing conduit run from the controller to the signal foundation on the southeast appears to be 1-1/4" RMC. The NEC states that an underground conduit fill cannot exceed 40%; this translates to a maximum fill of 0.607 in^2.

The area of a 7/C size 14AWG signal cable is approximately 0.180 in^2; for a 5/C the area is approximately 0.166 in^2. Therefore, it appears that there is adequate space for the new cable required. However, the condition of the conduit isn't known and there is possibility that a portion of the conduit is collapsed or otherwise compromised – such as a portion of the conduit filled with mud or other debris. Therefore, a fish-tape should be used to install a pull line. If the line cannot be pulled, then measuring where the fish-tape stopped could be measured to help pinpoint where the collapsed/damaged conduit is located. Boswell will be on-site to provide direction to Closter's DPW to pull the fish-tape, install the pull line and install the new cable.

Scope of Services

Once the additional feeder cable is pulled as outlined above, the following general tasks would be performed:

1. Separate the signals on the northwest corner & redo all splices.

Boswell will be on-site to designate the reassignment of the conductors to the signal heads, with the actual splices done by Closter.

2. Separate the signals on the southeast corner & redo all splices.

Boswell will be on-site to designate the reassignment of the conductors to the signal heads, with the actual splices done by Closter.

3. Land the signal conductors on the back-panel field terminals for the new signal phasing.

Boswell will be on-site to provide oversight and designate where the field conductors need to be landed on the controller backpanel. Physical connections will be done by Closter.

4. Furnish and install a new load switch and flasher transfer relay.

Boswell will install the load switch and flash transfer relay that will be provided by Closter.

5. Modify the controller back-panel for the new phasing/timing, controller output side.

Boswell will be onsite to designate terminal designations on the back panel, with the physical connections be done by Closter.

6. Prepare/modify new permissive card for the CMU reflecting the new phasing.

Boswell will perform this work

7. Reprogram the controller for the new phasing and timing.

Boswell will perform this work

8. Update the controller field wiring chart and other as-built documentation to reflect the changes.

   Boswell will perform this work.

9. Install the DELAYED GREEN sign to face southbound traffic.

   Boswell will direct where the sign needs to be placed. Installation of the sign will be done by Closter.

Additionally, the signal will need to be completely dark and offline (tuned off) while the resplicing work and back-panel modifications are being made.

As previously discussed, the above is the most basic and minimum modifications to achieve a NB lead turning movement for this signal. Upgrading all signal heads to 12-inches and installing an additional overhead signal for each approach is recommended, but not included in this proposal.

We will provide Closter with a list of materials and supplies needed to modify the signal, which material costs have not been included in this proposal but is expected to be on the order of $1,000.00.

Fee Proposal

Boswell will perform the services outlined above for an estimated fee not to exceed $8,000.00

Items Not Included in the Engineering Fee

The following items are not anticipated to be required and are therefore excluded:

1. Material Costs estimated to be approximately $1,000.00.
2. Right-of-Way and/or Easement Plans or Descriptions
3. Structural Calculations and Plans (Retaining Walls, Foundations, etc.)

Additional work above and beyond what is outlined in the proposal will only be performed as authorized by the Borough of Closter.

Thank you for the opportunity to submit this proposal. We look forward to providing the Borough of Closter with our engineering services and to the successful completion of this project. If you should have any questions or require additional information, please do not hesitate to contact me.

Very truly yours,

Joseph A. Pomante, P.E.

ND/s
cc: Mari Margiotta, Borough Clerk
William Dahle
Lt. Vincent Sarubbi
Mayor John Glidden

250422ndL1.doc

BOROUGH OF CLOSTER
RESOLUTION #2025-167
JUNE 11, 2025

SUPPORT "OLDER AMERICANS MONTH"

WHEREAS, each year, "Older Americans Month" in New Jersey is celebrated to increase the public's awareness and understanding of the numerous contributions of New Jersey's older Americans and to rededicate our efforts to better serve the older American of New Jersey; and

WHEREAS, the contributions and sacrifices that older Americans have made to this State and Country are immeasurable; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council support the "Older Americans Month" and the continued commitment to causes that help older Americans enjoy active, productive, and healthy lives safely and with dignity.

COUNCILMEMBER	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai						
Councilman Cho						
Councilwoman Chung						
Councilwoman Latner						
Councilwoman Maroules						
Council President Yammarino						

Adopted: June 11, 2025

ATTEST: APPROVED:

_____ _____
Mari J. Margiotta, Borough Clerk John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held June 11, 2025.

_____
Mari J. Margiotta, Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION #2025-168
JUNE 11, 2025

SUPPORT ASIAN AMERICAN, NATIVE HAWAIIAN, AND PACIFIC ISLANDER MONTH (AAPI)

WHEREAS, there is a need to recognize the vital contributions of Asian American, Native Hawaiian, and Pacific Islander communities to the cultural and social fabric of this country; and

WHEREAS, the AAPI communities have always been part of this nation's progress; and

WHEREAS, these organizations are not just celebrating history but they are part of it.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council recognizes and supports the Asian American, Native Hawaiian, and Pacific Islander communities.

COUNCILMEMBER	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai						
Councilman Cho						
Councilwoman Chung						
Councilwoman Latner						
Councilwoman Maroules						
Council President Yammarino						

Adopted: June 11, 2025

ATTEST: APPROVED:

_____ _____
Mari J. Margiotta, Borough Clerk John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held June 11, 2025.

_____
Mari J. Margiotta, Borough Clerk

HP 2025-09

Borough of Closter

295 Closter Dock Road

Closter, New Jersey 07624

Application for Hawkers & Peddlers License

Borough Code 127

- **Permits expire on 12/31 of the year issued**
- **Application fee is $500.00, payable to The Borough of Closter**
- **Soliciting hours between 9AM and 9PM**

Name: Sebastian Narvaez

Home address: 7303 Vista Rancho Ct City Rancho Santa Fe

State CA Zip 92067 Home Phone [redacted]

Applicants information: DOB [redacted] Place born Los Angeles CA

Height 5' 11" Weight 180 Eyes Brown Hair Brown

Other distinguishing characteristics N/A

Drivers License State CA D/L # [redacted]

Vehicle used during soliciting Make Honda Accord Model

Color Maroon Year 2012 State CA Reg # [redacted]

Applicants SS # or Tax ID # [redacted]

Name of: -Person -Firm (herein referred to as employer) APTIVE ENVIRONMENTAL LLC

Business address: 5132 N 300 W Ste 150 City Provo

State UT Zip 84604-5817 Bus Phone (855) 948 - 5816

How long with employer? 9 years

Type of business: Pest control services

Product for sale: Pest control services

Are you selling food products? Y /(N)

If yes, additional permits are required form Board of Health

Length of time permit requested _____

Have you or your employer ever had another license with the Borough of Closter? Y /(N)

If yes, when? _____

List most recent communities where licenses have been issued *(include address & phone number)*

Livingston
North Caldwell

Has a peddling license ever issued to you or your employer been revoked? Y (N)

If yes, where and why? _____

Do you possess a United States Armed Forces or Exempt Firemen's Peddlers license? Y /(N)

If yes, attach copy of license

The applicant understands that should the Borough of Closter grant such a license that the license will not be used to represent an endorsement by the Borough or by any Department or Officer thereof.

NOTE: VENDING IS PROHIBITED within three blocks of the Closter Recreation Canteen at Memorial Field on Harrington Avenue at all times while the canteen is open for business.

Signature of applicant _____ date 4/19/25

TO BE COMPLETED BY POLICE DEPARTMENT DB. 2025 - 144

Criminal background check Pass ☒ Fail ☐ Motor vehicle check Pass ☒ Fail ☐

Explain any "fail" N/A

Attach approval from other Borough Departments Applicable ☐ Not Applicable ☒

Approved by Mayor & Council, date _____

Fee paid: ~~Amount $500.00~~ 475.00 Check # 319290 Date: 06.03.25

Signature of issuing officer _____ Permit # HP 2025.09

3/10

BOROUGH OF CLOSTER
RESOLUTION NO. 2025-169
JUNE 11, 2025

CLOSED SESSION

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances will or presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closed, County of Bergen, State of New Jersey, as follow:

1. That the public shall be excluded from the June 11, 2025 Closed Session and discussion of the hereinafter specified subject matter:

Closed Session Docket#	Item Title of Description	Statutory Reference
2025-06-11-1	Tactics and Techniques Affordable Housing – Round 4	N.J.S.A. 10:4:12 (b) (6)
2025-06-11-2	Contract Negotiations Village School	N.J.S.A. 10:4:12 (b) (7)

2. Formal action may/may not be taken.

3. Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

COUNCILMEMBER	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai						
Councilman Cho						
Councilwoman Chung						
Councilwoman Latner						
Councilwoman Maroules						
Council President Yammarino						

Adopted: June 11, 2025

ATTEST: APPROVED:

_____ _____
Mari J. Margiotta, Borough Clerk John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held June 11, 2025.

_____
Mari J. Margiotta, Borough Clerk