



MAYOR AND COUNCIL
BOROUGH OF CLOSTER

REGULAR MEETING MINUTES: WEDNESDAY - SEPTEMBER 10, 2025

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

If Closed Session is required, the Council will retire to a closed session at the conclusion of the Regular Meeting pursuant to N.J.S.A. 10:4-6 and follow the procedures provided in this statute.

1. OPEN PUBLIC MEETINGS ACT STATEMENT

Mayor Glidden opened the meeting at **8:00 P.M.** with the following announcement: 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.

2. ROLL CALL

Governing Body	Present	Absent
Mayor Glidden	✓	
Councilwoman Amitai	✓	
Councilman Cho	✓	
Councilwoman Chung	✓	
Councilwoman Latner	✓	
Councilwoman Maroules	✓	
Council President Yammarino	✓	

3. ORDINANCES:

ADOPTION:

- a. ORDINANCE NO. 2025:1370
AN ORDINANCE ESTABLISHING CERTAIN SALARIES AMENDING ORD NO 2024:1340

WHEREAS, the Borough of Closter passed Ordinance No. 2024:1340 on June 12, 2024. An Ordinance to Determine the Base Rate, Amount, Salaries, Wages, Compensation, and the Method of Payment Thereof to Persons Holding Certain Offices and Positions of Employment in the Borough of Closter for the years 2024 and 2025 or as otherwise noted; and

WHEREAS, the Borough of Closter wishes to amend this ordinance.

BE IT ORDAINED, by the Mayor and Council of the Borough of Closter, Bergen County, State of New Jersey, as follows:

SECTION 1.

- A. The base rate of compensation of the persons holding any of the hereinafter-named offices and positions of employment, (1) whose compensation shall be on an annual or hourly basis, and which compensation shall be payable bi-monthly, monthly, or (2) whose compensation shall be on such other basis and which compensation shall be payable as hereinafter provided or as determined by resolution of the Mayor and Council of the Borough of Closter, is hereby fixed and determined to be set opposite the title of each of the hereinafter-named offices and positions of employment; provided, however, that whenever there shall be set forth a minimum and maximum rate of compensation, or a range for the payment of compensation, and persons holding such offices or positions of employment shall be compensated at such base annual or hourly or other rate, within such minimum and maximum range, as the Mayor and Council hereinafter by resolution determined.

B. Salary Schedule, per annum unless otherwise noted:

<u>Office or Position</u>	<u>Minimum</u>	<u>Maximum</u>
Public Works		
Recycling Coordinator Stipend	\$2,500.00	\$2,500.00
Assistant Recycling Coordinator Stipend	\$1,000.00	\$1,000.00
Clean Communities Coordinator Stipend	\$1,500.00	\$1,500.00

SECTION 2.

All Ordinances and Resolutions, or part thereof, which are inconsistent with the provisions of this Ordinance are hereby repealed as to such inconsistencies.

SECTION 3.

This Ordinance shall take effect after final passage and publication according to law and shall be retroactive to January 1 of each of the years hereinabove mentioned upon adoption of a Resolution for each of those years for those employees in the employ of the Borough as of the effective date of each Resolution.

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

This Ordinance was introduced at the Regular Meeting held August 13, 2025, and was published in The Record issue of August 19, 2025, as stated in the Municipal Clerk’s affidavit of publication. Reprint of this Ordinance was posted on the Municipal Bulletin Board in accordance with statutory requirements, and copies have been made available to the general public.

At this time, Mayor Glidden opened the meeting to the public for any questions, comments, or concerns regarding Ordinance No. 2025:1370.

No members of the public addressed the Mayor and Council.

Mayor Glidden closed the meeting to the public regarding Ordinance No. 2025:1370.

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

b. **ORDINANCE NO. 2025:1371**
AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 178, TELEVISION AND MOVIE FILMING

WHEREAS, the Governing Body has determined there is a need to revise Chapter 178, Television and Movie Filming, of the Code of the Borough of Closter, County of Bergen, State of New Jersey; and

WHEREAS, specifically, there is a need to revise Section 178-1, Definitions to update the definition of “Filming” to more closely mirror the definition recommended by New Jersey Film Commission and to better reflect the realities of today’s society; and

WHEREAS, the Ordinance Committee has reviewed this ordinance and recommends its adoption; and

WHEREAS, the Borough Attorney has reviewed this ordinance and deemed it to be in order.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor Council of the Borough of Closter as follows:

SECTION 1.

§178-1. Definitions, shall be revised accordingly:

Delete the current definition of “Filming” and replace it with the following text.

FILMING - The taking of still or motion or video pictures either on film or videotape or similar recording mediums, for commercial or educational or for-profit social media purposes (for example, “Influencers” who are

compensated) intended for viewing on television, in theaters, major linear broadcast network or streaming platforms, or social media platforms or for institutional or educational uses. The provisions of this chapter shall not be deemed to include the "filming" of news stories within the municipality.

SECTION 2.

All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistencies.

SECTION 3.

If any article, section, subsection, paragraph, phrase or sentence is, for any reason, held to be unconstitutional or invalid, said article, section, subsection, paragraph, phrase or sentence shall be deemed severable.

SECTION 4.

This Ordinance shall take effect immediately upon final publication as provided by law.

This Ordinance was introduced at the Regular Meeting held August 13, 2025, and was published in The Record issue of August 19, 2025, as stated in the Municipal Clerk's affidavit of publication. Reprint of this Ordinance was posted on the Municipal Bulletin Board in accordance with statutory requirements, and copies have been made available to the general public.

At this time, Mayor Glidden opened the meeting to the public for any questions, comments, or concerns regarding Ordinance No. 2025:1371.

No members of the public addressed the Mayor and Council.

Mayor Glidden closed the meeting to the public regarding Ordinance No. 2025:1371.

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

INTRODUCTION:

- a. **ORDINANCE NO. 2025:1372**
AN ORDINANCE PROVIDING FUNDING FOR VARIOUS CAPITAL IMPROVEMENTS FOR THE BOROUGH OF CLOSTER AND APPROPRIATING \$131,000 FOR SUCH PURPOSE

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF CLOSTER, IN THE COUNTY OF BERGEN AND STATE OF NEW JERSEY, AS FOLLOWS:

Section 1. The Borough of Closter, in the County of Bergen, New Jersey, authorizes various capital improvements, including but not limited to (1) acquisition of a sport utility vehicle for the Department of Public Works; (2) installation of pole barns for the Department of Public Works; and (c) replacement of the air conditioning unit at Fire House, all to be funded from the sources specified in Section 2 of the Ordinance.

Section 2. The amount of \$131,000 is hereby appropriated for the purposes stated in Section 1 of the Ordinance and which amount was funded from the Borough's General Capital Surplus.

Section 3. In connection with the purpose and the amount authorized in Sections 1 and 2 hereof, the Borough determines the purpose described in Section 1 hereof is not a Current Expense and is an improvement which the Borough of Closter may lawfully make as a general improvement.

Section 4. All ordinances or parts of ordinances which are inconsistent with the terms of this Ordinance be and the same are hereby repealed to the extent of their inconsistency.

Section 5. This Ordinance shall take effect immediately upon due passage and publication according to law.

Final Adoption and Open Public Hearing will be held on September 24, 2025 or as soon thereafter.

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

4. CONSENT AGENDA: The Mayor read the following

All items with an asterisk (*) are considered to be non-controversial by the Council and will be approved by one motion. There may be further discussion prior to the vote upon request of a Council Member. Also, any item may be removed for further discussion or for Roll Call vote, in which case the item will be removed and considered in its normal sequence as part of the General Order of Business.

RESOLUTIONS:

*25-231 **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	\$ 1,579,391.00
County Open Space Tax	\$ 71,013.00
Northern Valley High School	\$ 1,476,484.20
Closter Board of Education	\$ 1,969,493.00
2024 Budget Appropriations	\$ 4,773.45
2025 Budget Appropriations – Operating Expenses	\$ 687,671.10
Payroll 08/15/2025	\$ 319,152.84
Payroll 08/29/2025	\$ 309,161.33
Current Treasury Account August 14, 2025 to September 10, 2025	\$ 6,417,139.92

Capital and Trust	Amount
Capital	\$ 643,337.91
Escrow & Trust	\$ 13,096.75
Recreation	\$ 47,315.20
Animal	\$ 0.00
Housing Trust	\$ 30,326.21
Food Locker	\$ 0.00
Open Space	\$ 350,000.00
HRA Insurance	\$ 19,808.56

*25-232 PROFESSIONAL SERVICES APPOINTMENT FOR PUBLIC DEFENDER – ROBERT C. METZDORF

WHEREAS, there exists a need for professional legal services of a Public Defender for remainder of 2025; and

WHEREAS, funds are available for said purpose; and

WHEREAS, Robert C. Metzdorf, is qualified to provide professional legal services as a Public Defender; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bidding be publicly advertised;

WHEREAS, Robert C. Metzdorf, position as Public Defender will being on October 1, 2025, at an annual salary amount of \$3,500.00

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Closter as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with:
Robert C. Metzdorf
244 Grand Avenue

Englewood, New Jersey 07631

2. This contract is being awarded without competitive bidding pursuant to N.J.S.A. 40A:11-5, as a professional service.
3. This contract is being awarded through a Fair and Open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.
4. The Borough Clerk is hereby authorized and directed (in accordance with the publication of notice provisions of N.J.S.A. 40A:11-5(1)(a)(i) to publish a notice of this action once in the official newspaper of the Borough of Closter.
5. That the award of this contract be in accordance with and subject to compliance with the Affirmative Action Regulations of the State of New Jersey and the requirements of Public Law 1975, Chapter 127.

*25-233 APPROVING WANG V. BOROUGH OF CLOSTER TAX APPEAL SETTLEMENT

WHEREAS, the taxpayer, Katherine Wang, appealed the assessments levied on Block 2306, L45.01 for the tax years 2020 and 2021; and

WHEREAS, the subject property is located at 470 Anderson Avenue; and

WHEREAS, the Plaintiff was represented by an Attorney in this matter; and

WHEREAS, the Borough's Tax Assessor and Borough's Residential Real Estate Tax Appraiser have approved and recommend that the appeal be settled as follows:

2020 – the Assessed Value shall be reduced from \$1,780,000 to \$1,700,000; and
2021 - Withdrawn

WHEREAS, Plaintiff has agreed to accept all refunds as a credit to their tax account; and

WHEREAS, the assessor is of the opinion that the valuation of the subject property is consistent with the true value of the property.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter, County of Bergen, State of New Jersey that:

The proposed settlement for the tax appeal encaptioned Wang v. Closter as hereinbefore set forth is approved and the Borough Attorney or a member of his firm is authorized to execute all documents necessary to effectuate its terms.

*25-234 APPROVING MEWANI V. BOROUGH OF CLOSTER TAX APPEAL SETTLEMENT

WHEREAS, the taxpayers, Mewani, Mona & Ricky & Naveen, appealed the assessments levied on Block 1404, L7 for the tax year 2020; and

WHEREAS, the subject property is located at 38 Goodwin Ct.; and

WHEREAS, the Plaintiffs were represented by an Attorney in this matter; and

WHEREAS, the Borough's Tax Assessor and Borough's Residential Real Estate Tax Appraiser have approved and recommend that the appeal be settled as follows:

2020 – the Assessed Value shall be reduced from \$2,224,800 to \$2,150,000; and

WHEREAS, Plaintiffs have agreed to accept all refunds as a credit to their tax account; and

WHEREAS, the assessor is of the opinion that the valuation of the subject property is consistent with the true value of the property.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter, County of Bergen, State of New Jersey that:

The proposed settlement for the tax appeal encaptioned Mewani v. Closter as hereinbefore set forth is approved and the Borough Attorney or a member of his firm is authorized to execute all documents necessary to effectuate its terms.

*25-235 WAIVING THE SIDEWALK REQUIREMENT OF THE CLOSTER CODE FOR THE PROPERTY AT 145 HICKORY LANE

WHEREAS, the owners of the property located at 145 Hickory Lane, Galit & Avishai Raviv, requested a waiver of the Borough's sidewalk requirement pursuant to Closter Code Section 171-29A(2); and

WHEREAS, the property owners forwarded documentation to the Mayor and Council supporting the request

which was reviewed at the August 13, 2023 Council Meeting; and

WHEREAS, in exchange for the waiver, the property owners have agreed to make a contribution of \$3,000.00 to the Borough's sidewalk fund; and

WHEREAS, existing curb is required to remain, and/or repair as necessary; and

WHEREAS, the Borough Engineer reviewed the documentation in this matter and recommends that the waiver be granted, subject to payment of the aforementioned \$3,000.00 contribution.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Closter that the Borough's sidewalk requirement for the property located at 145 Hickory Lane is hereby waived subject to the property owners making a contribution of \$3,000.00 to the Borough's sidewalk fund.

*25-236 AUTHORIZING AN AMENDMENT TO THE PROPOSAL BY DMR ARCHITECTS P.C., INC. TO PROVIDE ARCHITECTURAL ENGINEERING SERVICES FOR THE CONSTRUCTION OF TWO POLE BARN BUILDINGS AT THE CLOSTER DEPARTMENT OF PUBLIC WORKS FACILITY

WHEREAS, the Borough of Closter, by resolution dated January 2, 2023 entered into a professional agreement with DMR Architects P.C. Inc. (DMR, P.C.) for the provision of professional architectural engineering administration services; and

WHEREAS, on March 8, 2023, Resolution No. 23-95 for DMR Architects P.C. Inc. to provide professional architectural engineering services required for the construction of two new Pole Barn buildings at the Closter DPW facility *in an amount not to exceed \$80,000.00* (eighty thousand dollars and no cents) was approved by the governing body; and

WHEREAS, on October 23, 2024, Resolution 24-254 for DMR Architects P.C. to provide additional professional architectural engineering services required for the construction of two new Pole Barn buildings at the Closter DPW facility *in an amount not to exceed \$10,000.00* (ten thousand dollars and no cents) was approved by the governing body; and

WHEREAS, on May 14, 2025, Resolution 2025-133 for DMR Architects P.C. to provide additional professional architectural engineering services required for the construction of two new Pole Barn buildings at the Closter DPW facility *in an amount not to exceed \$3,500.00* (three thousand, five hundred dollars and no cents) was approved by the governing body; and

WHEREAS, in April of 2025 it was determined in accordance with the UCC Code that the additional proposal by DMR Architects P.C., dated September 29, 2023, (Exhibit A attached) *in an amount not to exceed \$3,000.00* (three thousand dollars and no cents) for the design of an exhaust system to provide the required ventilation per code would be required by the Closter Construction; and

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

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Mayor and Council that it does hereby approve the continuation of the contract with DMR Architects P.C., Inc. to provide architectural engineering services for the construction of two new Pole Barn buildings *not to exceed an amended contract price of \$3,000.00* for a total contract price of **\$96,500.00**.

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 for the additional \$3,000.00 are available to the Borough of Closter for calendar year 2025 in capital account C-04-22-300-000-009.

Dated: September 10, 2025

Frank Elenio, CFO

*25-237 APPOINTING ALTERNATE SUB CODE INSPECTOR FOR BUILDING DEPARTMENT – RICHARD HESS

WHEREAS, there is a need to appoint an additional Alternate Sub Code Inspector for the Building Department; and

WHEREAS, Richard Hess has the official state qualifications for the positions and is available to work upon request; and

WHEREAS, the need for this position was identified starting August 16, 2025 with the hourly rate of \$40.00.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council that Richard Hess be appointed to the position of Alternate Sub Code Inspector for the Building Department effective August 16, 2025, to December 31, 2025 with an hourly rate of \$40.00.

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

*25-238 CANCELLATION OF OUTSTANDING CHECKS

WHEREAS, certain checks have remained outstanding for an extended period of time; and

WHEREAS, the Borough’s Finance Clerk has exhausted all alternatives in contacting the respective payees; and

WHEREAS, the Deputy Treasurer is recommending that the checks be cleared of record;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Closter, that the following outstanding checks be cleared of record:

CHECK NO.	AMOUNT
3554	\$286.41
3599	\$ 24.80
3608	\$508.52
3614	\$775.13

BE IT FURTHER RESOLVED, that the funds be deposited to the Borough’s Current Treasury Account.

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

5. OPEN MEETING TO PUBLIC FOR ANY MATTER (5-minute limit)

None

6. ADJOURNMENT

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

Respectfully submitted,

Mari J. Margiotta

Mari J. Margiotta, RMC, CMR
Borough Clerk

