



**MAYOR AND COUNCIL
BOROUGH OF CLOSTER**

REGULAR MEETING MINUTES: WEDNESDAY - OCTOBER 8, 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 **8:04 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. 2025:1373

AN ORDINANCE ESTABLISHING CERTAIN SALARIES AMENDING ORD NO 2024:1340

WHEREAS, the Borough of Closter passed Ordinance Number 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>
Finance		
Tax Collector/Tax Search Officer	55,000.00	110,000.00
Administration		
Assistant to the Clerk	50,000.00	60,000.00

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 Resolution to the Finance Office.

This Ordinance was introduced at the Regular Meeting held September 24, 2025, and was published in The Record issue of September 30, 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. 2025:1373.

No members of the public addressed the Mayor and Council.

Mayor Glidden closed the meeting to the public regarding Ordinance No. 2025:1373.

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

4. CONSENT AGENDA

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:

***25-247 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	\$ 0.00
County Open Space Tax	\$ 0.00
Northern Valley High School	\$ 1,476,484.20
Closter Board of Education	\$ 1,969,493.00
2024 Budget Appropriations	\$ 56.98
2025 Budget Appropriations - Operating Expenses	\$ 181,234.39
Payroll 09/15/2025	\$ 307,563.34
Payroll 09/30/2025	\$ 319,493.00

Current Treasury Account September 11, 2025 to October 8, 2025	\$4,254,324.91
Capital and Trust	Amount
Capital	\$ 192,853.24
Escrow & Trust	\$ 118,447.30
Recreation	\$ 13,186.67
Animal	\$ 15.60
Housing Trust	\$ 57.00
Food Locker	\$ 0.00
Open Space	\$ 0.00
HRA Insurance	\$ 0.00



Frank Elenio, CFO

***25-248 CANCEL TAXES RECEIVABLE FOR A DISABLED VETERAN – 98 BIRCH STREET**

WHEREAS, the resident below applied through the Municipal Assessor’s office for full disabled veteran exemption;

WHEREAS, the Department of Veterans Affairs certified a 100% permanent and total disability effective June 1, 2025;

WHEREAS, the Municipal Tax Assessor has granted full Disabled Veteran exemption for property located at 98 Birch Street, Closter New Jersey, Block 603; Lot 7 assessed to Samuel Yoo, effective June 1, 2025;

WHEREAS, the Governing Body of the Borough of Closter as per N.J.S.A 54:4-3.32 may return all taxes on a property paid from effective date of disability;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter, County of Bergen, New Jersey that the Tax Collector is hereby authorized to **cancel** property taxes for Fourth Quarter 2025 in the amount of \$4,614.98 and the remaining reconciled billing from the tax records for the 2025/2026 tax year in the amount of \$9,058.11.

***25-249 DECLARING OCTOBER AS BREAST CANCER AWARENESS MONTH**

WHEREAS, Breast Cancer remains one of the most commonly diagnosed cancers, affecting individuals and families across our communities, regardless of gender, age, race, ethnicity, or background; and

WHEREAS, it is estimated that over 8,800 people in New Jersey will be diagnosed with breast cancer this year, and while the vast majority are women, breast cancer can and does affect people of all genders; and

WHEREAS, early detection through regular screening, self-exams, and awareness of personal and family health history significantly increases the chances of successful treatment and survival; and

WHEREAS, breast cancer impacts each person differently, and it is essential to ensure that all individuals have equitable access to education, screening, timely diagnosis, quality treatment, and compassionate support, regardless of who they are or where they live; and

WHEREAS, medical advancements, community outreach, and the tireless work of researchers, healthcare providers, advocacy organizations, and volunteers continue to improve outcomes, raise awareness, and provide hope; and

WHEREAS, Breast Cancer Awareness Month is a time for all of us to come together to support those affected, honor those we have lost, and recommit ourselves to creating a future free from the burden of this disease;

NOW, THEREFORE, be it proclaimed that the Mayor and Council of the Borough of Closter, hereby proclaim the month of October, as NATIONAL BREAST CANCER AWARENESS MONTH, and encourage all residents to: learn about the risks, symptoms, and importance of early detection of breast cancer, support inclusive outreach and healthcare efforts that reach and serve all members of our community, participate in local and national efforts to advance research, support patients and survivors, and raise awareness, and stand with all individuals and families impacted by breast cancer, offering compassion, understanding, and hope.

***25-250 AUTHORIZE AN AMENDMENT TO THE CONTRACT WITH BOSWELL ENGINEERING TO PREPARE A STUDY FOR PROPOSED POLICE STATION – TABLED**

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 September 23, 2025, (attached as Exhibit A), has outlined the professional engineering services required for the preparation of a Due Diligence Study for the proposed Police Station on Block 1702, Lots 7 & 8; 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 September 23, 2025 Boswell Engineering proposal for an amount not to exceed \$1,400.00 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.,

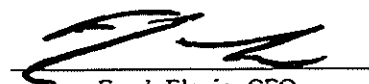
NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council that it does hereby approve the amendment of the contract with Boswell Engineering to provide additional engineering services for the preparation of a Due Diligence Study for a Proposed Police Station on Block 1702, Lots 7 & 8, not to exceed \$1,400.00; 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 T-13-56-000-005-000.

Dated: October 8, 2025


Frank Elenio, CFO

***25-251 AUTHORIZE A PURCHASE OF POLICE VEHICLE AUTOMOTIVE PARTS – P&G AUTO INC.**

WHEREAS, the Borough of Closter's Police Department needs to purchase police vehicle automotive repairs; and

WHEREAS, the funds from the Administrative Fees Trust are available for this purchase; and

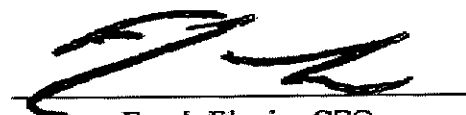
WHEREAS, the Police Department would like to purchase police vehicle automotive parts from P & G Auto Inc. for \$6,636.30; and

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council do hereby authorize the Police Department to purchase police vehicle automotive parts from P & G Auto Inc. for \$6,636.30, funded by the Administrative Fees Trust.

CERTIFICATE OF AVAILABILITY OF FUNDS

I, Francis Elenio, Chief Financial Officer of the Borough of Closter, hereby certify, pursuant to N.J.S.A. 40A:9-140, et seq. and NJAC 5:30.4, that the funds are available to the Borough of Closter for the calendar year 2025 in account: T-13-56-000-096-999 for \$6,636.30.

Dated: October 08, 2025


Frank Elenio, CFO

***25-252 AUTHORIZE A PURCHASE OF POLICE VEHICLE AUTOMOTIVE REPAIRS – MAHWAH FORD SALES**

WHEREAS, the Borough of Closter's Police Department needs to purchase police vehicle automotive repairs; and

WHEREAS, the funds from the Administrative Fees Trust are available for this purchase; and

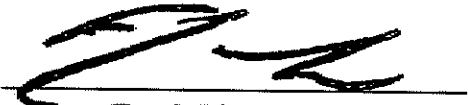
WHEREAS, the Police Department would like to purchase police vehicle automotive repairs from Mahwah Ford Sales and Service for \$5,374.46; and

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council do hereby authorize the Police Department to purchase police vehicle automotive repairs from Mahwah Ford Sales and Service for \$5,374.76, funded by the Administrative Fees Trust.

CERTIFICATE OF AVAILABILITY OF FUNDS

I, Francis Elenio, Chief 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. 5:30.4, that the funds are available to the Borough of Closter for the calendar year 2025 in account: T-13-56-000-096-999 for \$5,374.46.

Dated: October 08, 2025



Frank Elenio, CFO

***25-253 AUTHORIZING PAYMENTS OF STIPENDS TO THE DEPARTMENT OF PUBLIC WORKS**

WHEREAS, the Borough provides stipends to certain employees as per Ordinance 2024:1340 and Ordinance 2025:1370 with the Department of Public Works; and

WHEREAS, the following employees are authorized to receive the Stipend allowance in 2025:

Allan Martin – Storm Water Management	\$3,000.00
Cody Watkins - Waste Water Level 2	\$3,000.00
Cody Watkins – Recycling Coordinator	\$2,500.00
Cody Watkins – Pesticide License Holder	\$2,000.00
Bibiana Lopez – Assistant Recycling Coordinator	\$1,000.00
Bibiana Lopez – Clean Communities Coordinator	\$1,500.00

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council is hereby authorizing the payment of the Department of Public Works stipend allowance for 2025.

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

***25-254 AUTHORIZING SALARY INCREASES TO THE FINANCE DEPARTMENT**

WHEREAS, the Human Resources Committee met with the Department Head to review salary and wages during a tumultuous few years of turnover in the Finance office;

WHEREAS, the Borough Administrator, in conjunction with the Human Resources Committee, is aware of all the extra time and work the department endured and;

NOW, THEREFORE, BE IT RESOLVED, the Mayor and Council are hereby authorizing the salaries for the following individuals, retroactive to January 1, 2025.

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

Tax Collector/Deputy Treasurer/Assistant CFO	\$ 159,550.70
Asst to Tax Collector/Payroll Clerk/HR Coordinator	\$ 78,000.00
PT Finance Clerk	\$ 45.00 hourly

5. OPEN MEETING TO PUBLIC FOR ANY MATTER (5-MINUTE LIMIT)

6. 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 October 8, 2025 Closed Session and discussion of the hereinafter specified subject matter:

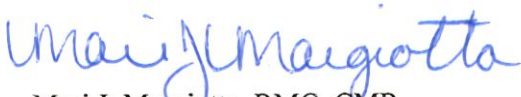
Closed Session		Statutory
Docket#	Item Title of Description	Reference
2025-10-08-1	Pending Litigation Borough of Closter	N.J.S.A. 10:4:12 (b) (7)

- 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.

7. ADJOURNMENT

The Regular Meeting adjourned.

Respectfully submitted,



Mari J. Margiotta, RMC, CMR
Borough Clerk

Date of Minutes Approval February 25, 2026