

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF OGDENSBURG  
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM  
November 24, 2025**

Mayor Hutnick called the meeting to order at 7:00PM.

Mayor Hutnick led the Pledge of Allegiance.

**ROLL CALL:** Ciasullo, Cowdrick, DeMeo, Lane, Ruitenber, Mayor Hutnick

Absent: Gandarinho

Also, in attendance was Joseph Maddaloni, Borough Attorney and Mike Marceau, CFO

**STATEMENT BY MAYOR:** “Notice requirements of P.L. 1975, Open Public Meeting Act, N.J.S.A.10:4-6 et seq. have been satisfied with a schedule of all meetings, together with the time, location and agenda of same being sent to the NEW JERSEY HERALD and NEW JERSEY SUNDAY HERALD and posted on the bulletin board in the Borough Hall on January 3, 2025.”

Councilman DeMeo made a motion to approve the consent agenda. Seconded by Councilman Ciasullo.

**CONSENT AGENDA**

1. Approval of regular meeting minutes from November 10, 2025.
2. Approval of Resolution 105-2025 authorizing the transfer from the 2025 Budget in the amount of \$26,600.00.

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Lane (abstain #1), Ruitenber

Nays: None Absent: Gandarinho Abstain None

**Resolution 105-2025**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Ogdensburg, County of Sussex, New Jersey, that the following transfer of Appropriations (2025 Municipal Budget) in accordance with N.J.S.A. 40A:4-58 be and is hereby approved:

Account Description		From:	To:
Land Use S&W	01-201-21-180-010	\$ 2,000.00	
UCC S&W - Code Enforcement	01-201-22-195-018	2,000.00	
UCC S&W - Zoning Official	01-201-22-195-019	2,000.00	
Emergency Management S&W	01-201-25-252-010	2,000.00	
Streets & Roads S&W	01-201-26-290-011	11,000.00	
Health & Welfare S&W	01-201-27-330-012	2,000.00	
Recreation S&W	01-201-28-370-022	2,000.00	
Recreation O/E	01-201-28-370-099	3,600.00	
Mayor & Council O/E	01-201-20-110-098		\$ 1,400.00
Collection of Taxes S&W	01-201-20-145-010		4,000.00
Collection of Taxes O/E	01-201-20-145-099		500.00
Engineering O/E	01-201-20-165-099		1,500.00
Liability Insurance O/E	01-201-23-210-084		2,400.00
Health & Welfare O/E	01-201-27-330-099		300.00
Electricity O/E	01-201-31-430-021		15,000.00
Natural Gas O/E	01-201-31-448-020		1,500.00
TOTALS		\$ 26,600.00	\$ 26,600.00

**EXECUTIVE SESSION MINUTES**

Councilman DeMeo made a motion to approve the executive session minutes from November 10, 2025. Seconded by Councilman Ciasullo.

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick (Abstain police matters), DeMeo, Ruitenber

Nays: None Absent: Gandarinho Abstain: Lane

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**ADOPTION ORDINANCE 16-2025**

Councilman Ciasullo made a motion to adopt ordinance 16-2025 “AN ORDINANCE OF THE BOROUGH OF OGDENSBURG, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY AMENDING AN SUPPLEMENTING CHAPTER 16 “WATER AND SEWER”TO INCREASE WATER RATES AND CERTAIN FEES. Seconded by Councilman DeMeo.

**Prior to final roll call, Mayor Hutnick opened the meeting to the public for any comments regarding ordinance 16-2025.**

Cristain Zamphir, Ogdensburg asked what the new rates would be?

Mr. Marceau explained the new rates.

**Prior to final roll call, Mayor Hutnick closed the meeting to the public for any comments regarding ordinance 16-2025.**

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Lane, Ruitenber

Nays: None Absent: Gandarinho Abstain None

**RESOLUTION 102-2025**

Councilman DeMeo made a motion to adopt resolution 102-2025 authorizing the hiring of police officer through the alternate route program provided for under the civil service act, N.J.S.A. 11A:1-1 ET SEQ. Seconded by Councilwoman Lane.

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Lane, Ruitenber

Nays: None Absent: Gandarinho Abstain None

Resolution 102-2025

**WHEREAS**, on January 18, 2022, Governor Phil Murphy signed and thereby enacted, P.L.2021, c.406, amending N.J.S.A. 11A:4-1.3 of the New Jersey Statutes relaxing the requirement to take a competitive examination for entry-level law enforcement positions; and

**WHEREAS**, the enactment of N.J.S.A. 11A:4-1.3 exempts the New Jersey Civil Service Commission examination for entry-level law enforcement officers if the officer successfully completes a full Basic Course for Police Officers training course approved and authorized by the New Jersey Police Training Commission within nine (9) months from the date of hire; and

**WHEREAS**, N.J.S.A. 11A:4-1.3 authorized municipalities to adopt an ordinance allowing a local police department to hire entry-level law enforcement officer without taking the Civil Service Commission examination; and

**WHEREAS**, per N.J.S.A. 11A:4-1.3(c)(1), a municipality must adopt a conflict-of-interest policy and nepotism policy prior to hiring through the Alternate Route Program; and

**WHEREAS**, on April 27, 2020, the municipal council adopted the Borough of Ogdensburg Employee Handbook including a conflict-of-interest policy set forth in Section 1.14; and

**WHEREAS**, on February 12, 2024, the municipal council adopted Ordinance 02-2024 establishing an anti-nepotism policy which has been codified in Chapter 10 of the Code of the Borough of Ogdensburg (“Borough Code”) entitled “Personnel Policies”; and

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**WHEREAS**, on February 26, 2024, the municipal council adopted Ordinance 04-2024 authorizing the appointment of entry-level law enforcement officers pursuant to the State of New Jersey Alternate Route Program in accordance with N.J.S.A. 11A:4-1.3 and N.J.S.A. 52:17B-69.1, which has been codified in Section 2-19.2 of the Borough Code entitled “Appointment”; and

**WHEREAS**, the Borough of Ogdensburg (“Borough”) has a need to hire a entry-level law enforcement police officer and seeks to appoint said officer pursuant to and in accordance with the Borough’s Alternate Route Program; and

**WHEREAS**, the Borough advertised for this position on the New Jersey League of Municipalities internet website and on its municipal internet website; and

**WHEREAS**, after reviewing applications received by the Borough from eligible candidates, the Borough Chief of Police recommends that a conditional offer of employment be made to Mr. Peter A. Guarracino, effective December 1, 2025, subject to satisfactory completion of all other tests and examinations authorized or otherwise required by law; and

**WHEREAS**, Mr. Guarracino shall be paid a starting salary of \$45,000 per year in accordance with the Collective Bargaining Agreement dated January 1, 2023 to December 31, 2026 between the Borough and Ogdensburg Police Department; and

**WHEREAS**, the Borough’s Chief Financial Officer has certified that funding is available to hire the above named candidate.

**NOW, THEREFORE, BE IT RESOVLED** by the municipal council of the Borough of Ogdensburg, County of Sussex, and State of New Jersey that Mr. Guarracino is hereby appointed as an entry-level law enforcement police officer to serve in the Borough of Ogdensburg Police Department effective December 1, 2025, subject to satisfactory completion of all other tests and examinations authorized or otherwise required by law.

**BE IT FURTHER RESOLVED** that Mr. Guarracino shall satisfy all qualifications and eligibility requirements of the Borough’s Alternate Route Program including successful completion of a full Basic Course for Police Officers training course at a school approved and authorized by the New Jersey Police Training Commission within nine months from the date of hire in accordance with N.J.S.A. 11A:4-1.3; and

**BE IT FURTHER RESOLVED** that Mr. Guarracino shall be subject to all Civil Service rules and regulations other than the entry-level examination requirement, including without limitation all probationary periods and disciplinary action procedures.

**RESOLUTION 103-2025**

Councilman DeMeo made a motion to adopt resolution 103-2025 to terminate all participation under the SHBP and SEHBP including prescription drug plan. Seconded by Councilwoman Lane.

Councilman Ciasullo asked Mr. Marceau to explain.

Mr. Marceau explained the NJ State Health Benefits is essentially going bankrupt. They are asking everyone to get out or eventually they are going to kick everyone out upon dissolving. This year they projected a 38% increase for 2026. The plans between active and retired were 39 1/2%. So, after this resolution is passed it gives them 60 days’ notice; we will be joining the NJ Solutions Joint Health insurance fund. It’s the exact same plan they have given us or better coverage. Although it isn’t the best it will be an average increase of 24%.

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Lane, Ruitenberg  
Nays: None Absent: Gandarinho Abstain None

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Resolution 103-2025 is on file in the clerk's office.

**RESOLUTION 104-2025**

Mayor Hutnick read a motion is in order to adopt resolution 104-2025 hiring Eric Slater as a temporary seasonal labor 1 with CDL.

Councilman DeMeo made the motion. Seconded by Councilman Ciasullo.

There was a discussion about the hourly rate, hours he will work and getting the DPW ready for the plow season.

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Lame

Nays: Ruitenberg Absent: Gandarinho Abstain None

Resolution 104-2025

**WHEREAS**, the Borough of Ogdensburg "Borough" has an immediate need to hire a temporary seasonal labor 1 with CDL; and

**WHEREAS**, the Borough desires to appoint Eric Slater as a temporary seasonal Labor 1 with CDL effective November 21, 2025,

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Ogdensburg, County of Sussex, and State of New Jersey that Eric Slater is hereby hired as a temporary Laborer 1 with CDL for a period not to exceed six (6) months and with an hourly rate of twenty-six dollars (\$26.00) per hour.

**BE IT FURTHER RESOLVED**, the temporary appointment set forth herein is contingent and conditional upon Mr. Slater (1) signing and returning a copy of the offer letter attached hereto as Exhibit A to the Borough Clerk, (2) providing proof that he holds a valid NJ Driver's License with Commercial Driver's License ("CDL") endorsement and providing a copy of same to the Borough Clerk, and (3) the Borough's receipt of a negative criminal history background check and fingerprinting within one month of the hire date.

**LIASON REPORTS**

Councilman Ciasullo commented nothing new to report of water.

Councilman DeMeo asked about the valve we were having an issue with. Councilman Ciasullo explained Rob went and adjusted it; the capital for next year we have to look at replacing that.

Councilwoman Ruitenberg had nothing to report.

Councilman DeMeo reported on the fire department; they have the apron done. The only other issue is still the truck. At this point this will have to be put in next year's budget. That is the truck that needs transmission work, it has a leak and something with regards to water getting in the housing. The truck is drivable but if we run it will get more damages. So, they try not to run it. To repair everything right would be about eleven or twelve thousand; we can do a portion of the repairs, but it will still be like seventy-five hundred dollars.

Sgt. Sanfilippo reported on the police department. The new hire passed everything, he is all set for the academy in January. At the next meeting hopefully get him sworn in. His official hire date is December 1. Sgt. Sanfilippo explained he did go down to the academy; there was one alternate route that had not been hired. He spoke with him gave him an application and that did not pan out; he went to another department. One of the officers is in a methods of instruction class; to be an instructor for fire arms that is a two week class. He should finish up Wednesday. That is going well with trying to rebuild the department. We still need one other officer. The Civil Service list is not out yet as far as he knows. He doesn't see the Borough hiring for the

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January academy and explained why. If we hire someone for the June academy they will not be on the road until 2027.

Councilwoman Cowdrick had nothing to report.

Councilwoman Lane reported the Historical Society found someone to clean their furnace that is being rescheduled to December 1. Their Holiday Ethnic Potluck Dinner is December 10 and everybody is invited.

Mayor Hutnick reported on DPW on behalf of Councilman Gandarinho. At the last meeting he read a detailed list of all the mechanical issues with the trucks, plows etc. Mayor Hutnick read the road that had black top work done to them. Currently the backhoe is being serviced and explained the repair. There was a problem with one of the sanders that was left out, it was repaired. The GMC dump truck they replace the oil pan and serviced it. The white pickup truck was serviced. The mason dump was serviced and is good to go. The large freightliner dump truck was serviced, greased, inspected and is ready to go. DPW picked up approximately 16 tons of leaves around town for pickup day. Brush pickup wasn't as much. They cleared four down trees between Roosevelt and Plant Street. They did eight water mark outs. They repaired four of the six plows so far. Next week with Eric on board their goal is to start working on the garage; if it is raining they will do repairs around the garage. There has been a significant amount of productivity in a short amount of time.

Councilwoman Ruitenbergh asked are the camera's at DPW up and running?

Mayor Hutnick explained he knows they work, if you go into the garage you can see the recorder is working. There was a problem at one point with the remote access because the IP address through Brightspeed kept changing. The cameras are all still functional.

Councilwoman Ruitenbergh commented it has been brought to her attention there has been people down there in the salt shed. That is something we should look at; if they are not employees of the Borough, they should not be in the salt shed taking salt.

Mayor Hutnick commented agreed; so if you can give us an approximate date or time.

Councilwoman Ruitenbergh commented she will see what she can do.

There was a brief discussion on the salt shed, cameras and the gate at the DPW.

Mike Marceau commented Councilman Gandarinho couldn't make it here this evening; Councilman Gandarinho asked Mr. Marceau to go over the Wallkill Valley Regional Study. It is approximately a 217 page report. Mr. Marceau explained the school regionalization efficiency program was created by the State in 2021. It was a grant program withing the Division of Local Government Services. It is a consolidation of Wallkill Valley, Hamburg, Franklin, Hardyston and Ogdensburg to create one pre-k Wallkill Valley Regional School District. That is option one. Option two is to continue various shared service agreements between the districts and develop additional shared services. They are supposed to have a large on line presentation on December 10, 2025. Councilman Gandarinho asked if we could post that on Facebook, the website etc. The study has an executive summary and pointed out tax implementation, potential implications to state aid funding.

Councilwoman Ruitenbergh asked who is putting on the zoom meeting?

Dave Astor, Ogdensburg School Superintendent explained Hamburg is running the zoom; it will be at their Board meeting. If you look at the study, look at page 174 the tax implementation of what it would cost Ogdensburg it would be \$624,000. This would be broken up into nine or ten years. Regionalization isn't anything new; Wallkill decided to put the bid in to do the Study, Hamburg signed on second. That was all they needed. Franklin, Hardyston and Ogdensburg got involved so we could be part of the study and not sit back and just let the study happen. We had

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a steer committee last week; the University came and they presented the study to the steer committee. They presented the pros and cons. Their recommendation is for some type of shared services, which is what the superintendents have been talking about doing since he has been at the school for 11 years. So yes, we want everybody to go to the event/zoom meeting. As far as a referendum he believes it is the school board. Ogdensburg School Board would have to agree they want to go out for a referendum.

Mayor Hutnick asked if this was the final from two years ago.

Mr. Astor explained not from two years ago this was recent and happened rather quickly.

There was a discussion on the increase of taxes, the report doesn't have the percentage of the tax increase, Wallkill was the lead and Hamburg signed on second and we would have to share everybody's debt, transportation cost is not included and it would be up to the new board as to if Ogdensburg School stayed open.

**OLD BUSINESS**

SHBA/Options – Resolution was passed this can be removed from the agenda.

Water Rates – Ordinance was passed this can be removed from the agenda.

Auction properties on Willis Ave. – Councilman Ciasullo commented he wanted to talk about what our next step is. He thought we were going to start moving on this; is there a reason we are waiting.

Councilman DeMeo commented he would like to have a meeting with the engineer; his recollection John Fierro came and gave a tax presentation. He said the taxes on that property would be about seventy-five hundred dollars per year. Whereas, Vreeland said the property could hold two or three single family homes which would be maybe thirty thousand or more in taxes from the same property. The thing at this point, do an RFP to try and get someone in to development that property.

Councilman Ciasullo commented we went through that already; he was the one that recommended at the end to auction it off. So, we did do this, if you guys want to do it again, we can do it again. We are talking to the same guy with the same paperwork. If there is anything new it would be good to hear it.

Councilman DeMeo commented you asked me what I wanted to do with it; I want to go out for an RFP. He doesn't think dumping it into the auction market and let somebody buy it and potentially keeping it in its current state makes sense. At this point anything we get would go on the 2027 budget. Does it make sense to take a couple of weeks and do an RFP?

Councilman Ciasullo commented no, except we did it already.

Councilman DeMeo commented when he brought up going for an RFP last time it got voted down. You wanted to go to sale. He is bringing it up again; he would rather see us get a developer to come in and build a better intensive use. Because if we are going to sell that property and he has no issues selling it he wants to make sure we are maximizing the tax return on it. According to Vreeland's email we can get three houses there: potentially even multifamily.

The discussion continued on going out for an RFP, lets see if we get a different answer, we can't go out to auction until Spring anyway, start the process to get a RFP done, talk to the planner and engineer, possible redevelopment, if the Borough is selling this property to get the maximum benefit from the sale, what would be the next step and possible selling those properties as one.

Ms. Hough asked what exactly do you want the RFP for?

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Councilman DeMeo commented to go out to see if there is anybody interested in developing that property. Either as residential housing or some kind of other use.

**NEW BUSINESS**

Wallkill Regional Study – Already discussed.

Municipal Alliance Merge – This will be discussed at the December 8 meeting.

Kennedy Ave. NJDOT Grant – Mayor Hutnick explained the NJDOT grant the Borough received for Kennedy Ave improvements. We don't have any details yet.

**PUBLIC SESSION**

Councilman DeMeo moved, Councilwoman Cowdrick seconded motion to open the public session of the meeting. All were in favor.

Craig Taylor, Ogdensburg spoke about Kennedy Ave Road being redone and suggested the berms on Corkhill and Kennedy being redone.

Mayor Hutnick explained what usually happens when the Borough receives a grant.

Cristian Zimpher, Ogdensburg spoke about the Quarry, it's been two months and there is no sign from them. Last week they flooded again the swamp with white stuff, and the DEP was there. They are not a good neighbor; they are not reliable. The Quarry should have a license to operate in the Borough. They pay less taxes than he does.

Sgt. David Cowdrick asked about the new insurance plan, has the town chosen a new plan?

Mr. Marceau commented on a new provider.

Sgt. Cowdrick asked if that has been presented to the union as per our contract to review.

Mr. Marceau explained it is equal to or better coverage is what is in the contract so that is what we got.

Sgt. Sanfilippo asked what is the company we are going with?

Mr. Marceau commented Blue Cross Blue Shield of New Jersey.

Dave Astor, Ogdensburg thanked Councilman Gandarinho and the Municipal Alliance Committee for a great job at the Flag Football Tournament on Saturday. It went extremely well; we had a lot of kids that came out. We are planning on building it for next year. It was a lot of work. It was a nice day and a lot of involvement.

Mr. Astor spoke about December 3, the Christman Tree lighting ceremony and Santa attending the event.

There being no further business from the public, Councilman DeMeo moved, Councilwoman Cowdrick seconded motion to close the public session of the meeting. All were in favor.

**EXECUTIVE SESSION**

There was no executive session.

**PAYMENT OF VOUCHERS**

Councilman DeMeo made a motion to review payment of vouchers and review departmental finance reports. Seconded by Councilman Ciasullo

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**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Lane, Ruitenberg

Nays: None Absent: Gandarinho Abstain: None

**CURRENT**

DATE	CHECK #	PAID TO	AMOUNT
11/24/2025			
5	36086	Action Data Services, Inc.	1,149.21
11/24/2025			
5	36087	Amazon	325.94
11/24/2025			
5	36088	Bullseye Calibration of NJ	150.00
11/24/2025			
5	36089	Danforth's	826.36
11/24/2025			
5	36090	Elizabethtown Gas	159.48
11/24/2025			
5	36091	Elizabethtown Gas	136.36
11/24/2025			
5	36092	Elizabethtown Gas	605.94
11/24/2025			
5	36093	Elizabethtown Gas	153.69
11/24/2025			
5	36094	Essex County Police Academy	150.00
11/24/2025			
5	36095	Horizon BC/BS of NJ	2,951.47
11/24/2025			
5	36096	IIA - Fire Department Testing	400.00
11/24/2025			
5	36097	JCP&L	130.57
11/24/2025			
5	36098	JCP&L	2,948.77
11/24/2025			
5	36099	JCP&L	37.68
11/24/2025			
5	36100	JCP&L	320.94
11/24/2025			
5	36101	JCP&L	1,697.63
11/24/2025			
5	36102	Lumen Technologies Group	125.61
11/24/2025			
5	36103	My Corporate Hosting Solutions, LLC	329.25
11/24/2025			
5	36104	Napa Auto Parts	313.90
11/24/2025			
5	36105	North Church Gravel, Inc.	892.13
11/24/2025			
5	36106	Quadient Leasing USA, Inc.	411.30
11/24/2025			
5	36107	Sanfilippo, Joseph	221.61
11/24/2025			
5	36108	Schenck Price Smith & King LLP	6,103.58
11/24/2025			
5	36109	Smith Tractor & Equipment, Inc.	209.02
11/24/2025			
5	36110	Sparta Discount Tire, Inc.	664.56



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11/24/2025	36111	Speedwell Targets	219.20
11/24/2025	36112	Staples Business Advantage	90.77
11/24/2025	36113	Sussex County Municipal Utility	248.85
11/24/2025	36114	Tire King	120.00
11/24/2025	36115	Treasurer, State of New Jersey	286.50
11/24/2025	36116	US Postal Service	230.00
11/24/2025	36117	Weldon Asphalt	1,564.09
			<b>24,174.41</b>

**WATER OPERATING**

DATE	CHECK #	PAID TO	AMOUNT
11/24/2025	5483	Garden State Laboratories, Inc.	1,250.00
11/24/2025	5484	One Call Concepts, Inc.	77.20
11/24/2025	5485	Reliable Restoration Logistics	2,000.00
			<b>3,327.20</b>

**PAYROLL**

DATE	CHECK #	PAID TO	AMOUNT
11/24/2025	1353	AFLAC	219.84
			<b>219.84</b>

There being no further business, Councilman DeMeo moved, Councilwoman Cowdrick seconded motion to adjourn the meeting. All were in favor.

Meeting adjourned at 8:07p.m.

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Robin Hough, Borough Clerk

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George P. Hutnick, Mayor

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