

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
June 22, 2026**

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

Mayor Hutnick led the Pledge of Allegiance.

ROLL CALL: Ciasullo, Cowdrick, DeMeo, Gandarinho, Gordon, Lane, Mayor Hutnick

Absent: ----

Also, in attendance was Joseph Maddaloni, 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 5, 2026.”

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

CONSENT AGENDA

1. Approval of regular meeting minutes from June 8, 2026.
2. Approval of Resolution 58A-2026 amending resolution 58-2026 appointing Kristen Umansky, CTA to the position of part-time tax assessor.
3. Approval of Resolution 62-2026 authorizing the agreement with ARAE Network Solutions LLC. aka (AREA LLC.) for Information Technology “IT” services.
4. Resolution 63-2026 appointing Marithza Ramos to the position of part-time clerk 1.
5. Resolution 64-2026 authorizing the Borough Clerk to renew liquor license 1916-31-005-001 Ogdensburg Fire Department for the 2026-2027 licensing term.
6. Resolution 65-2026 authorizing the Borough Clerk to renew liquor license 1916-33-002-007 Atlantic Manor for the 2026-2027 licensing term.
7. Accept for filing letter dated June 13, 2026, from Chief George Lott Retired to the Mayor and Council re: retirement program.
8. Accept for filing letter dated June 10, 2026, from NJDEP Re: renewal of waste transporter decals.
9. Accept for filing email from Sparta Township Re: Ordinance 26-11 and Ordinance 26-12.
10. Accept for filing Borough of Franklin Resolution 2026-64.

Upon Roll call Vote:

Yeas: Ciasullo, Cowdrick, DeMeo, Gandarinho, Gordon, Lane

Nays: None Absent: None Abstain None

Resolution 58A-2026

WHEREAS, N.J.S.A. 40A:9-146 requires every municipality in the State of New Jersey to have a Tax Assessor who is to be appointed by the Governing Body; and

WHEREAS, N.J.S.A. 40A:9-148 states that “[e]very municipal tax assessor...shall hold...office for a term of 4 years from the first day of July next following his appointment”; and

WHEREAS, the Borough of Ogdensburg (“Borough”) has an immediate need to appoint a Certified Tax Assessor on account that the current tenured Tax Assessor resigned; and

WHEREAS, based on the foregoing, the Borough seeks to appoint a part-time Tax Assessor to fill the term of office from June 9, 2026 to June 30, 2026, and then a four year appointment pursuant to N.J.S.A. 40A:9-148, beginning July 1, 2026 and ending on June 30, 2030; and

WHEREAS, the Borough publicly advertised for this position on the Borough’s website and received one resume; and

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WHEREAS, Kristen Umansky, who is a State Certified Tax Assessor, has applied for this position and meets all the qualifications to hold the position and perform the duties of Tax Assessor; and

WHEREAS, this position, having State Title Code 04120, is an Unclassified Position according to the Local Title List provided by the New Jersey Civil Service Commission; and

WHEREAS, this position is a part-time position with an annual salary of \$20,000; and

WHEREAS, the Borough's Chief Financial Officer has certified that funds are available to pay for the services required to be performed for this part-time position; and

WHEREAS, the Borough now desires to appoint Kristen Umansky, CTA to this position as set forth above; and

WHEREAS, this appointment shall be subject to receipt of a negative criminal history background check and fingerprinting within one (1) month of the effective date of hire.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ogdensburg, County of Sussex, and State of New Jersey that Kristen Umansky, CTA is hereby appointed to the position of Part-Time Tax Assessor to fill the term of office from June 9, 2026 to June 30, 2026, and then a four year appointment pursuant to N.J.S.A. 40A:9-148, beginning July 1, 2026 and ending on June 30, 2030 at an annual salary of \$20,000.

BE IT FURTHER RESOLVED, that this appointment is contingent and conditioned upon Ms. Umansky providing the Borough with proof of a negative criminal history background check and fingerprinting within one (1) month of the effective hire date.

BE IT FURTHER RESOLVED, that certified copies of this Resolution shall be forwarded to the Director, Division of Taxation; Administrator, Sussex County Board of Taxation; Chief Financial Officer of the Borough of Ogdensburg; and Tax Assessor.

Resolution 62-2026

WHEREAS, the Borough of Ogdensburg ("Borough") is in need of contracting for Information Technology ("IT") support and managed services for the municipal building and Department of Public Works building, including implementing a support model for onsite computer equipment, e-mail services, Cyber Security protection, and VOIP services; and

WHEREAS, in accordance with N.J.S.A. 41A:11-6.1, the Borough solicited and received two (2) quotes from prospective IT vendors experienced in providing IT services; and

WHEREAS, after reviewing all quotes, the Borough determined that the proposal submitted by ARAE Networks Solutions LLC a/k/a "ARAE LLC," having a business address at 601 US Highway 206, Unit 26-453, Hillsborough, New Jersey 08844, dated April 27, 2026, is most advantageous to the Borough, price and other factors considered; and

WHEREAS, the proposal submitted by ARAE LLC is attached hereto and incorporated herein by reference; and

WHEREAS, the costs associated with this proposal include: (1) remote and on-site IT support billed at the rate of \$125.00 per hour, on an as needed basis, (2) initial audit of existing network equipment and computer assets estimated to be \$2,000 based on a 16 hours at \$125.00/hour, and remote monitoring and support at the rate of \$25.00 per month per computer; and

WHEREAS, the Borough's Chief Financial Officer has certified funds are available for these services.

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NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Ogdensburg, County of Sussex, and State of New Jersey, hereby authorize an agreement with ARAE LLC, having a business address at 601 US Highway 206, Unit 26-453, Hillsborough, New Jersey 08844, for Information Technology support and managed services in conformity with the attached Proposal for IT Support & Managed Services dated April 27, 2026.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute the Proposal for IT Support & Managed Services dated April 27, 2026, attached hereto.

CERTIFICATION OF FUNDS

I, Michel Marceau, Chief Financial Officer does hereby certify that the appropriations specified within foregoing resolution have been provided for within the Municipal Budget and/or proceeding capital ordinance.

Michel Marceau, CFO

Resolution 63-2026

WHEREAS, the Borough of Ogdensburg has an immediate need to hire an individual on a part-time basis to assist with the duties of the municipal office, as required, including routine clerical and office work, under the direct supervision of the Borough Chief Financial Officer and Borough Clerk; and

WHEREAS, the New Jersey Civil Service Job Title for this position is “Clerk 1”; and

WHEREAS, this is a part-time position with hours limited to between five (5) to seven (7) hours per week; and

WHEREAS, the rate of pay shall be twenty dollars (\$20.00) per hour; and

WHEREAS, after conducting interviews with qualified candidates, the Borough wishes to hire Marithza Ramos, part-time, for this position; and

WHEREAS, this appointment is subject to the Borough’s receipt of a negative criminal history background check; and

WHEREAS, the Chief Finance Officer has certified that funds are available for this part-time appointment.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ogdensburg, County of Sussex, and State of New Jersey that Marithza Ramos is hereby appointed, part-time, to the position Clerk I at the rate of twenty dollars (\$20.00) per hour, to work between five (5) to seven (7) hours per week, beginning June 26, 2026.

Resolution 64-2026

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF OGDENSBURG, COUNTY OF SUSSEX, STATE OF NEW JERSEY, THAT THE FOLLOWING APPLICATIONS FOR THE RENEWAL OF LIQUOR LICENSES IN THE BOROUGH OF OGDENSBURG FOR THE 2026-2027 LICENSING YEAR, EFFECTIVE JULY 1, 2026, BE AND THE SAME HEREBY APPROVED:

CLUB LICENSE - \$70.00

1916-31-005-001 Ogdensburg Fire Department Ogdensburg Fire Department 30 Main
Street

Resolution 65-2026

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF OGDENSBURG, COUNTY OF SUSSEX, STATE OF NEW JERSEY, THAT THE

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PLENARY RETAIL CONSUMPTION – \$414.00

LICENSE #	LICENSEE	ESTABLISHMENT	ADDRESS
1916-33-002-007 Street	Atlantic Manor	Atlantic Manor	83 Main

MUNICIPAL FACILITIES AND RECREATION AREA APPLICATION

Councilwoman Cowdrick made a motion to approve the Facility Use Application submitted by Rob Lawler to use the Heaters Pond Pavilion on July 12, 2026, from 6:00pm to 10:00pm. Seconded by Councilwoman Lame.

Upon Roll call Vote:

Yeas: Ciasullo, Cowdrick, DeMeo, Gandarinho, Lame

Nays: Gordon Absent: None Abstain None

Councilman Gordon explained his vote was based on safety concerns; to let everyone know there are about ten dead trees within three to twenty feet of that pavilion he saw on Friday night. Councilman Gordon commented he made Mr. Lawler aware that there were dead trees next to that pavilion.

ADDENDUM

RESOLUTION 66-2026

Councilman DeMeo made a motion to adopt resolution 66-2026 approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Kenndy Avenue Resurfacing Phase 2 project. Seconded by Councilman Ciasullo.

Upon Roll call Vote:

Yeas: Ciasullo, Cowdrick, DeMeo, Gandarinho, Gordon, Lame

Nays: None Absent: None Abstain None

Resolution 66-2026 is on file in the clerk's office.

RESOLUTION 67-2026

Councilman DeMeo made a motion to adopt a resolution 67-2026 approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Arch Street and Wausau Street Resurfacing project. Seconded by Councilman Ciasullo.

Upon Roll call Vote:

Yeas: Ciasullo, Cowdrick, DeMeo, Gandarinho, Gordon, Lame

Nays: None Absent: None Abstain None

Resolution 67-2026 is on file in the clerk's office.

LIAISON REPORTS

Councilman Ciasullo reported on water; at the last meeting we were talking about potentially considering selling the water system. He spoke to the engineer; he led him to some other people that were very helpful. We need to look at rates from towns that have already done this. There is a lot of information out there.

Councilman Ciasullo commented he spoke to Mike Vreeland about the broken pipe on Brooks Flat; just an estimate is somewhere in the area of \$80,000. That was the estimate over a year ago.

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If we sell the water system, you can do a five or ten year [plan]. The rates will definitely go up and explained.

Councilman DeMeo asked Mike Marceau what would the process be would we go out for RFP's, or do we just invite a couple in to give us a presentation since we don't know if we want to do this.

Mr. Marceau explained we just did this in Sussex if you guys want to talk to somebody in Sussex, he would help and explained what they did in Sussex. You used to have to go out for referendum, but you don't have to do that anymore; we had a representative from a water system come in and talk to Sussex and explained what they talked about.

Councilman DeMeo commented to understand this we would have to have someone come in and explain the process.

Mr. Marceau commented we could have someone come in from NJ American Water in and have a discussion.

Councilman DeMeo commented to have them come in and talk to us, explain everything to us in a public meeting. Councilman DeMeo commented whether we are required to do a referendum or not something like this such a major change to the infrastructure in town he would probably want to see us go to a referendum and public [opinion] on it. We can't ask that question until we know more about how the process works and what we are looking at; projected rates etc. We can always increase our water rates to do the capital repairs that need to be done on the water system. Councilman DeMeo commented he doesn't know enough about it to say whether we are interested in this or not.

Councilman Ciasullo commented maybe by next meeting get a resolution to go out for bids to repair Brooks Flat, we will start to see the cost of one of multiply infrastructure repairs we need to do over the next few years. No matter what, we need money.

Councilman DeMeo commented we need to sit with Mike Vreeland to make a plan for water infrastructure for over the next two or three years. Councilman DeMeo commented he reached out to Parsippany, and their experience was not good.

Mr. Maddaloni commented you would need a resolution to start the process.

Councilman DeMeo commented so your resolution is to authorize the engineer to draft specs for the Brooks Flat repair.

Councilman DeMeo made a motion to have Mike Vreeland to start the process to prepare specs for the Brooks Flat repair. Seconded by Councilwoman Cowdrick.

Upon Roll call Vote:

Yeas: Ciasullo, Cowdrick, DeMeo, Gandarinho, Gordon, Lame

Nays: None Absent: None Abstain None

Councilman Gordon reported on DPW; they are doing what they can with what they have considering they have been pretty much working with one guy and two occasionally. Water mark outs, mowing the fields that's about it.

Councilman DeMeo reported on the fire department; he talked to Chief Allen; the truck is out for repairs while that is out, they have Sparta covering. They did get up to the pond to take out the pallets that is all cleaned up. The truck being repaired has the jaws of life on it.

Chief Sanfilippo reported on the police department; we had one officer graduate and is in field training for the past three weeks. He is doing very well he will probably be on the road in September by himself.

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Councilman DeMeo commented he knows the department has stepped up enforcement on the large trucks.

Chief Sanfilippo reported on the trucks being pulled over.

Mayor Hutnick commented we want to do an ordinance modification on signs for Bridge Street.

Chief Sanfilippo explained on Bridge Street and Plant Street there is an issue with parking; there is not enough of it and what is happening is people are parking on Bridge Street on both sides, blocking driveways. When you park both sides by the bridge a fire truck or ambulance is not going to get through. If we amend chapter 7-14 to not have parking on the northwest side of Bridge Street from Bridge to Plant Street just that one side where resident's houses are. It is a very easy amendment to that ordinance. Also, have two other signs he doesn't think you need an ordinance for that say don't block driveways.

There was a discussion on the parking in the area and a change in the ordinance, no parking on Bridge Street along the sides, when there are multiple games going on, park along Plant Street, don't block driveway signs and having a conversation with ORA requesting scheduling of games.

Councilwoman Cowdrick reported on parks and recreation; we have not found another lifeguard. We only had one application received so we are not going to be able to open the pond as of now. However, if we should get guards, we have the approval to open, so everything we need is there we just need lifeguards. If they should come through, we can possibly revisit it.

Councilwoman Cowdrick commented she is working on two additional estimates to repair the pavilion; she has Jim Lane's estimate and working on two more so we can get the pavilion fixed. It needs a new roof and footing. If we are not opening the pond she has money in the budget so maybe use the budget funds to fix that area.

Councilwoman Lane thanked everyone that helped with the retirement party; it was a success, for everyone that helped set up and donated. We appreciated everybody's help. Councilwoman Lane commented on Ogdensburg Day; we had people step up and help; between sponsorships and just physical labor helping. The day went well; we are going to have a meeting on Wednesday to go over any changes we want for next year.

Councilman Gandarinho had nothing to report.

OLD BUSINESS

Fuel Tanks by the Fire House –

Councilman Gordon commented we are waiting on the engineering firm to come up with a game plan to come up with specs.

Ms. Hough explained she spoke the Chad from Petro Mechanics; he is on State contract, he was starting the quote, but the Council needs to decide where to put the tanks. If you put the tanks in the same spot you will go without gas for five to six weeks. If you move the tanks 20 feet from where they are now; they will put the new tanks in get them up and running so the Borough won't be without gas, then get the old tanks removed. Or if you are going to move the tanks to DPW, which would be more expensive. He is starting the quotes, but the Council needs to decide which way they want to do this.

There was a discussion on the tanks, the different options, cost and Chief Sanfilippo strongly urged the tanks to be placed at DPW.

The Council requested to get three different quotes from Petro Mechanics, one on each different scenario for the July 13 meeting so a decision can be made at that meeting.

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Mr. Marceau explained we would need to due a bond ordinance for financing which would take two months then sell the actual notes. Do one ordinance with all the improvements the Borough needs to make. Mr. Marceau explained if someone is not on State contract, they would have do to prevailing wage and how that option worked.

Main Street Traffic Study –

Councilman Ciasullo explained they are trying to set up a meeting with the County they canceled the one meeting and we are trying to get that rescheduled.

Trees on Roosevelt Dr. –

Councilwoman Cowdrick commented last meeting she presented a quote for the trees to be removed; she is working on getting two additional quotes. She is also looking at getting trees removed on Plant Street. Councilwoman Cowdrick explained she believes a property owner on Plant Street owns some of the dangerous trees.

Mr. Maddaloni explained that would fall under property maintenance.

Discussion on Ogdensburg Water System future – This item was discussed earlier in the meeting.

NEW BUSINESS

No truck signs –

Councilwoman Cowdrick explained sample truck signs, she got the information from the Chief, he suggested the size. She went to Mr. Maddaloni to make sure we are on the same page with the streets we need them; what we can do and can't do. We are discussing that. We need to get these signs up to slow the trucks down and explained where the signs would be placed.

Mr. Maddaloni explained we need to amend the ordinance; certain weight of trucks from these specific roads needs to be updated for two reasons. If you remember several months ago, we talked about an ordinance to increase the fines. We prepared an ordinance amending a certain section of the traffic code, but it isn't the right section. The section we were going to amend deals with closure of roads for construction purposes and not the overweight vehicles. We have to amend the specific section of the code that deals with the overweight vehicles. We are going to amend that to increase just the general penalty to what we talked about last time. It was like four hundred dollars for first offense, six hundred dollars then seven hundred and fifty dollars. That section of the Statue that allows you to put those weight restrictions also has an enhanced penalty. The enhanced penalty applies if the probation is attached to a street or road that has a grade in excess of five percent. If you have a grading issue of in excess of five percent, then the penalties are for a first violation not less than twenty-five hundred or more than three thousand. For a second violation a fine of not less than four thousand or more than five thousand. For what he knows of those roads you certainly have the five percent grade. He thinks we amend the ordinance also to apply the enhanced penalties.

Mayor Hutnick commented add those penalties to the signs.

Mr. Maddaloni commented the signs have to alert every one of the enhanced penalties.

Chief Sanfilippo commented with the enhanced penalties and grade, all six roads qualify for that except for Plant Street and Brooks Flat.

There was a discussion on the signs, height restrictions, the tunnel, deliveries of merchandise and approval of an ordinance by DOT.

Mr. Maddaloni commented he will draft the ordinance, then you can decide what you want in there.

Capital items water items, fuel tanks – Already discussed.

Renewal of waste Transporter Decals-

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Ms. Hough explained a letter on the consent agenda addressed to Chris Ross. The letter reminded the Borough to renew the transporter decals.

Parking on Bridge Street and Sterling Parkway – Already discussed.

PUBLIC SESSION

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

Jane Kroeger, Ogdensburg Historical Society spoke about Ogdensburg Day. Ms. Kroger thanked everyone for all their help last week for the thing they didn't know they were missing. Next year we would like to know how many days out for a raffle license, fireworks and facility use forms have to be in by. It was an excellent day, and everything went well, from fishing to the running event and the day in general. Maybe next year have a town Council booth.

Mayor Hutnick commented he thinks what we are going to do for next year is form an actual committee at the beginning of the year through the Council. There will be Council liaisons to that department and be at meetings.

There was a brief discussion on Ogdensburg Day.

Cristen Zamphir, Ogdensburg spoke about the quarry; asking if there was any follow up with the quarry from last year with a citation. Mr. Zamphir suggested to think about the town, the town needs money.

Mayor Hutnick explained there were no updates.

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

EXECUTIVE SESSION

Councilman DeMeo made a motion to go into executive session for personnel, Councilman Ciasullo seconded motion to adopt the following resolution.

Upon Roll call Vote:

Yeas: Ciasullo, Cowdrick, DeMeo, Gandarinho, Gordon, Lame

Nays: None Absent: None Abstain None

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L., 1975 permits the exclusion of the public from a meeting in certain circumstances; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ogdensburg, County of Sussex, State of New Jersey, as follows;

Councilwoman Cowdrick recused herself from executive session.

At 8:21pm the Mayor and Council went into executive session.

At 9:03pm the Mayor and Council returned from executive session.

PAYMENT OF VOUCHERS

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

Upon Roll call Vote:

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Yeast: Ciasullo, Cowdrick, DeMeo, Gandarinho, Gordon, Lame
Nays: None Absent: Cowdrick Abstain: None

CURRENT			
DATE	CHECK #	PAID TO	AMOUNT
06/22/2026			
6	36676	Action Data Services, Inc.	356.47
06/22/2026			
6	36677	Airgas USA, LLC	261.27
06/22/2026			
6	36678	Amazon	81.53
06/22/2026			
6	36679	AT&T Mobility	135.80
06/22/2026			
6	36680	B and R Uniform	27.95
06/22/2026			
6	36681	BIS Digital, Inc.	160.50
06/22/2026			
6	36682	Bullseye Calibration of NJ	155.00
06/22/2026			
6	36683	Dave's Towne Service	579.45
06/22/2026			
6	36684	Elizabethtown Gas	318.28
06/22/2026			
6	36685	Elizabethtown Gas	70.34
06/22/2026			
6	36686	Elizabethtown Gas	222.45
06/22/2026			
6	36687	Elizabethtown Gas	54.56
06/22/2026			
6	36688	Genserve, LLC	263.37
06/22/2026			
6	36689	JCP&L	2,718.62
06/22/2026			
6	36690	JCP&L	32.89
06/22/2026			
6	36691	JCP&L	453.17
06/22/2026			
6	36692	JCP&L	2,076.41
06/22/2026			
6	36693	Joseph Dean	119.48
06/22/2026			
6	36694	Lumen Technologies Group	125.61
06/22/2026			
6	36695	MGL Printing Solutions	316.00
06/22/2026			
6	36696	National Business Furniture, LLC	1,231.97
06/22/2026			
6	36697	Noah's Ark Port-a-Jon	352.00
06/22/2026			
6	36698	Schenck Price Smith & King LLP	5,627.17
06/22/2026			
6	36699	Sussex County Detectives Association	200.00

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06/22/202			
6	36700	Tire King	647.40
06/22/202			
6	36701	Van Cleef Engineering Assoc. LLC	880.00
06/22/202			
6	36702	Weldon Asphalt	270.20
			17,737.89

GENERAL CAPITAL

DATE	CHECK #	PAID TO	AMOUNT
06/22/202			
6	1257	Van Cleef Engineering Assoc. LLC	360.00
			360.00

GRANT FUND

DATE	CHECK #	PAID TO	AMOUNT
06/22/202			
6	36703	Van Cleef Engineering Assoc. LLC	1,378.00
			1,378.00

WATER OPERATING

DATE	CHECK #	PAID TO	AMOUNT
06/22/202			
6	5546	Garden State Laboratories, Inc.	225.00
06/22/202			
6	5547	Reliable Restoration Logistics	2,000.00
06/22/202			
6	5548	Verizon Wireless	40.04
			2,265.04

PAYROLL

DATE	CHECK #	PAID TO	AMOUNT
06/22/202			
6	1364	AFLAC	489.30
			489.30

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

Meeting adjourned at 9:04p.m.

Robin Hough, Borough Clerk

George P. Hutnick, Mayor

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