



**MINUTES**  
**Sine Die Meeting of the Mayor and Council**  
**Wednesday, December 27, 2023**  
**7:00 PM**

To view the Mayor & Council meeting via livestream, please access the YouTube link which is posted on the Northvale website, [www.northvalenj.org](http://www.northvalenj.org). Go to government tab, then to meeting livestreams.

Mayor McGuire called the meeting to order at 7:00 PM in the Council Chambers at 116 Paris Avenue, Northvale, New Jersey 07647.

**Mayor McGuire read the Open Public Meetings Act Notice into the record as follows:**

*“This is the Sine Die Meeting of the Mayor and Council of the Borough of Northvale. The date, time and location of this meeting have been advertised in the official Newspaper of the Borough, filed with the Municipal Clerk and posted on the bulletin board in the Municipal Building. All notice requirements of the Open Public Meetings Act for this meeting have been fulfilled. Please note the fire exits as required by law at public meetings.”*

**SALUTE TO FLAG AND MOMENT OF SILENCE**

Mayor McGuire asked everyone to stand and join him in a salute to the flag. He also asked everyone to remain standing for a moment of silence remembering our troops here and abroad and for peace in the world, especially the Middle East and Europe.

**Mayor McGuire asked for a roll call vote:**

Mayor McGuire	Present	Council President McMorrow	Present
Councilman Argiro	Present	Councilman Mattessich	Present
Councilman Hogan	Present	Councilman Menafra	Present
		Councilman Sokoloski	Present

**Other Officials Present:**

Robert Ferraro, Borough Attorney  
Frances Weston, Municipal Clerk

Mayor McGuire stated that it is bittersweet wrapping up the year and having to say goodbye to two council members. Mayor McGuire presented Councilman Argiro and Councilman Hogan with certificates of appreciation for their years of service on the Council and to the residents of the Borough.

Mayor McGuire asked for a motion and second to approve the appointment of Jason Han, 323 Congers Avenue, Northvale to the Northvale Fire Department. Motion made by Councilman Argiro, seconded by Council President McMorrow.

**Mayor McGuire asked for a roll call vote of the Council:**

Councilman Argiro	Yes	Councilman Mattessich	Yes
Councilman Hogan	Yes	Councilman Menafra	Yes
Council President McMorrow	Yes	Councilman Sokoloski	Yes

Mayor McGuire asked for a motion and second to approve the Minutes of the Combined Meeting of December 13, 2023. AND Closed Session of December 13, 2023. Motion was made by Councilman Menafra, seconded by Council President McMorrow.

**Mayor McGuire asked for a roll call vote of the Council:**

Councilman Argiro	Yes	Councilman Mattessich	Yes
Councilman Hogan	Abstain	Councilman Menafra	Yes
Council President McMorrow	Yes	Councilman Sokoloski	Yes



**CORRESPONDENCE**

- 1. Borough of Old Tappan  
Shared Service Agreement Vehicle Repairs  
(Resolution #2023-188)
- 2. Arcari + Iovino Proposal  
Senior Center ADA Restrooms  
(Resolution #2023-189)

**RESOLUTIONS – Consent Agenda –**

*“All items 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 member of the public or a Council member. Any item may be removed for further discussion or for a 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”.*

**Mayor McGuire asked for a motion and second to approve Consent Agenda Resolutions #2023-188 through 2023-195. Motion was made by Council President McMorrow, seconded by Councilman Mattessich.**

**RESOLUTION #2023-188**

**TITLE: RESOLUTION AUTHORIZING EXECUTION OF SHARED SERVICES AGREEMENT WITH THE BOROUGH OF OLD TAPPAN**

**WHEREAS**, the Uniformed Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., allows any municipality to enter into a contract with any other municipality or local unit for the joint provision of any services within their joint jurisdiction; and

**WHEREAS**, the need exists in the Borough of Northvale to enter into a Shared Services Agreement with the Borough of Old Tappan whereby the Borough of Old Tappan will provide to Northvale, at Northvale’s request, services and goods for motor vehicle and other mechanical maintenance and repairs (“the Services”); and

**WHEREAS**, the Borough of Northvale and the Borough of Old Tappan have negotiated a shared services agreement setting forth the terms and conditions of the services to be provided by Old Tappan and all payment rates; and

**WHEREAS**, it is in the best interest of the Borough of Northvale to execute the Shared Services Agreement with the Borough of Old Tappan.

**NOW, THEREFORE BE IT RESOLVED**, by the Governing Body of the Borough of Northvale, that the Mayor is hereby authorized to execute the Shared Services Agreement between the Borough of Northvale and the Borough of Old Tappan.

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**RESOLUTION #2023-189**

**TITLE: RESOLUTION AUTHORIZING A CONTRACT WITH ARCARI + IOVINO FOR ARCHITECTURAL SERVICES FOR A CDBG FUNDED GRANT – JAMES F. MCGUIRE SENIOR CENTER ADA RESTROOMS**

**WHEREAS**, the Borough is in need of an ADA restrooms for the James F. McGuire Senior Center; and

**WHEREAS**, there is funding for this project through a Community Development Block Grant; and

**WHEREAS**, the firm of Arcari +Iovino is familiar with the administration process for this grant and can provide the necessary architectural services; and



**WHEREAS**, Arcari + Iovino has submitted a proposal dated December 15, 2023 for their services for this project in the sum of \$14,000, which service and amount does not require competitive bidding; and

**WHEREAS**, the Borough finds the proposal to be reasonable and suited for the project.

**NOW, THEREFORE BE IT RESOLVED**, by the Governing Body of the Borough of Northvale that the Governing Body does accept the proposal by Arcari + Iovino and does hereby authorize the execution of an agreement by the Mayor and Municipal Clerk with Arcari + Iovino for the services set forth herein.

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**RESOLUTION #2023-190**

**TITLE: RESOLUTION APPROVING CHANGE ORDER #1 AND FINAL FOR 2023 RIVERSIDE COOPERATIVE ROAD IMPROVEMENT PROJECT – D & L PAVING CONTRACTOR**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Northvale, Bergen County, New Jersey, upon the recommendation of the Borough Engineer that the Change Order for the contract listed below be and is hereby approved.

TITLE OF JOB: 2023 Riverside Cooperative Road Improvements Project

CONTRACTOR: D&L Paving Contractor, Inc.  
675 Franklin Avenue, Nutley, NJ 07110

CHANGE ORDER N°: 1 & Final

ORIGINAL CONTRACT: \$600,501.00

AMOUNT OF CHANGE THIS RESOLUTION: \$187,913.96 (31.29% decrease) for an updated contract amount of \$412,587.04.

This Resolution to take effect upon certification by the Borough Treasurer that sufficient funds are available.

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**RESOLUTION #2023-191**

**TITLE: RESOLUTION AUTHORIZING AMENDING THE EMPLOYEE HANDBOOK**

**WHEREAS**, the Borough of Northvale has reviewed its employee handbook and wishes to revise the provisions regarding Vacation Leave in order to remove any ambiguity so that the handbook complies with State Law.

**NOW, THEREFORE BE IT RESOLVED**, by the Governing Body of the Borough of Northvale hereby amends the Employee Handbook Section VII Paid and Unpaid Leave and in particular Section VII C. Vacation Leave to read as follows:

C. Vacation Leave



Paid Vacation is granted in full day increments to full-time employees and shall accrue based on years of service as follows:

- Ten days after (1) year of service
- Twelve days after (5) years of service
- Fifteen days after (10) years of service
- Twenty days after (15) years of service.

Employees who are covered by a collective negotiations agreement shall abide by the vacation schedule set forth within the applicable agreement. All vacations must be approved by the employee’s supervisor in accordance with established Employer guidelines. We do not provide vacation to part-time employees.

Vacation days may not be accumulated for more than ~~two (2)~~ **one (1) prior** calendar year. Any unused vacation days carried forward from one calendar year into the next must be used during the second year or shall be forfeited. Employees will be paid for any accrued but unused vacation upon separation of employment. **in such amounts as may be permitted by state law.**

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**RESOLUTION #2023-192**

**TITLE: RESOLUTION AUTHORIZING THE HIRING OF THREE NEW POLICE OFFICERS**

**WHEREAS**, the Borough of Northvale believes it is in the best interest of the Borough to hire three (3) new police officers; and

**WHEREAS**, the Borough’s Police Chief has recommended this hiring as being in the best interest of the Borough of Northvale Police Department; and

**NOW, THEREFORE BE IT RESOLVED**, by the Governing Body of the Borough of Northvale that the Governing Body hereby authorizes the hiring of three (3) new police officers; and

**BE IT FURTHER RESOLVED**, that the swearing in of the new officers shall be determined upon the start date of the next Basic Police Officers Class held by the Bergen County Police Academy.

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**RESOLUTION #2023-193**

**TITLE: RESOLUTION CANCELLING APPROPRIATIONS IN THE CURRENT FUND OPERATING BUDGET FOR 2023 TOTALING \$145,000**

**WHEREAS**, unexpended balances exist in the 2023 Operating Budget for Current Fund; and

**WHEREAS**, it is necessary to officially cancel such balances so funds can be transferred to surplus at year-end, and anticipated as revenue item in the following year budget.

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Northvale, County of Bergen, New Jersey, that unexpended balances in the amount of \$145,000 listed below, be cancelled, and lapsed to Surplus.

<b>POLICE</b>	<b>SW</b>	<b>\$ 75,000.00</b>
<b>STREETS ROADS</b>	<b>SW</b>	<b>\$ 45,000.00</b>
<b>CONSTRUTION CODE</b>	<b>SW</b>	<b>\$ 25,000.00</b>
	<b>TOTAL</b>	<b>\$145,000.00</b>



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**RESOLUTION #2023-194**

**TITLE: TRANSFER OF APPROPRIATIONS FROM THE CURRENT FUND BUDGET FOR 2023 IN THE AMOUNT OF \$37,365**

**WHEREAS**, N.J.S.A.40:4-49 permits the transfer of appropriations during the last two months of the fiscal year from accounts showing unexpended balances to accounts in which commitments may exceed the original budgeted appropriations.

**NOW, THEREFORE BE IT RESOLVED**, that the below transfers are hereby authorized in the total amount of \$37,365

<b>GENERAL APPROPRIATIONS</b>		<b>ACCOUNT #</b>	<b>FROM</b>	<b>TO</b>
Construction Code Salaries	S&W	03-01-22-195-101	10,000.00	-
Police Salaries	S&W	03-01-25-240-102	19,000.00	
Social Security System	O&E	03-01-36-472-201	5,365.00	
Celebration Public Events	O&E	03-01-30-420-201	3,000.00	
Tax Collection Salaries	S&W	03-01-20-145-101		925.00
Tax Assessment Salaries	S&W	03-01-20-150-101		600.00
Legal Services-Tax Appeal	O&E	03-01-20-155-203		2,700.00
Liability Insurance	O&E	03-01-23-210-201		1,000.00
Fire Prevention Salaries	S&W	03-01-25-265-101		14,750.00
Fire Prevention Other Expenses	O&E	03-01-25-265-200		2,000.00
Recycling Salaries	S&W	03-01-26-300-100		290.00
Solid Waste Collection	O&E	03-01-26-305-201		10,000.00
Building & Grounds	O&E	03-01-26-310-204		1,500.00
Public Defender Salaries	S&W	03-01-43-495-101		100.00
Senior Center Profes Services	O&E	03-01-28-370-201	_____	<u>3,500.00</u>
			<u>37,365.00</u>	<u>37,365.00</u>

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**RESOLUTION #2023-195**

**TITLE: PAYMENT OF BILLS**

**WHEREAS**, claims have been submitted to the Borough of Northvale in the following amounts under various funds of the borough:



Current Fund Appropriations (2023)	\$98,468.00
Current Fund Appropriations (2022)	
General Capital Fund	\$173,277.96
Grant Fund	\$612.50
Animal Trust	
Police DEA Trust	\$17,205.00
Escrow Trust	\$7,305.75
Affordable Housing Trust	
Recreation Trust	\$1,539.28
Summer Recreation Trust	
<b>TOTAL</b>	<b>\$298,408.49</b>

**WHEREAS**, above claims have been listed and summarized in the attached Bills List Report, and the corresponding vouchers have been reviewed and approved by the department head, council liaison, finance committee, and/or the chief financial officer; and

**WHEREAS**, the Chief Financial Officer has determined that the funds have been properly appropriated for such purposes and are available in the Borough of Northvale, and that the claims specified on the schedule attached hereto, following examination and approval by the finance committee, be paid and checks issued; accordingly, and

**WHEREAS**, claims have already been paid in the following amounts for the purposes specified below during the course of the year:

Northern Valley Regional High School	12/12/2023	\$601,671.20
	12/12/2023	\$601,671.20
Payroll – Salaries & Wages	12-07-2023	\$165,000
Payroll- Salaries & Wages	12-22-2023	\$212,000
Health Benefits	12/14/2023	\$58,030.07
	12/14/2023	58,030.07
County Taxes		
Employee Pension Payment-PERS/PFRS		
Northvale Board OF Education	12/12/2023	\$943,431.59
Northern Valley Regional High School District	12/12/2023	\$943,431.59
Northvale Public Library		
Trust - Interfund		
DTC- Bond Principal		
DTC- Bond Interest		
<b>TOTAL</b>		<b>\$3,881,674.21</b>

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Northvale that the claims totaling **\$3,881,674.21** and ratified respectively.

**Mayor McGuire opened the meeting to the public for questions or comments on consent agenda resolutions only. There being no questions or comments, Mayor McGuire closed the meeting to the public.**



**Mayor McGuire asked for a roll call vote of the Council:**

Councilman Argiro	Yes	Councilman Mattessich	Yes
Councilman Hogan	See Below	Councilman Menafra	Yes
Council President McMorrow	Yes	Councilman Sokoloski	Yes

Councilman Hogan abstained on Resolution #2023-192 as he was not at the meeting and did not see the Chief's presentation. Councilman Hogan voted yes on all other resolutions.

Mayor McGuire asked if any of the Council had any year end thoughts. Councilman Mattessich stated that it was wonderful working with John and proud to sit by his side. He said working with Tom has always been nice. Councilman Argiro thanked everyone. Councilman Hogan stated it was an honor and privilege to serve this town and hope to be able to serve the community in the future. Councilman Sokoloski also enjoyed sitting by John and working with Tom.

**ADJOURNMENT**

Mayor McGuire asked for a motion and second to adjourn the meeting at 7:17 PM. Motion made by Councilman Hogan, seconded by Councilman Argiro. All were in favor of adjourning.

*Joseph E. McGuire*  
Mayor

**ATTEST:**

*Frances M. Weston*

Frances M. Weston  
Municipal Clerk

Approved: January 25, 2024