

**Borough of Roosevelt  
33 N. Rochdale Avenue  
Roosevelt, NJ 08555**

**Mayor and Council  
Reorganization Meeting Minutes of January 7, 2019**

Mayor Malkin opened the meeting at 7:11 p.m. and read the Open Public Meetings Act statement which stated, “Adequate notice of this meeting, as required by Chapter 231, P.L. 1975, has been provided by a public notice on January 2, 2018, which was posted on the Bulletin Board at the Roosevelt Post Office, on the Bulletin Board in the Roosevelt Post Office and in the Borough Hall. The notice was published in The Times and Asbury Park Press.”

**OATH OF OFFICE:** Borough Clerk, Kathleen Hart, administered the Oath of Office to Borough Councilmember Steven Bowen. Councilmember Cody Parker was not in attendance.

Roll Call

	<b>PRESENT</b>	<b>ABSENT</b>
<i>Councilmember Bowen</i>	✓	
<i>Councilmember Dermody</i>	✓	
<i>Councilmember Esakoff</i>	✓	
<i>Councilmember Hamilton</i>	✓	
<i>Councilmember Parker</i>		✓
<i>Councilmember Trammell</i>	✓	
<i>Mayor Malkin</i>	✓	

Also in attendance: Andrew Sobel, Esq., Kathleen Hart, Borough Clerk

**PUBLIC COMMENT (Agenda items only):**

M/Malkin opened the meeting to Public Comment for agenda items only at 7:14 pm.

No public comment.

C/Malkin closed the Public Comment for agenda items at 7:14 pm.

**RESOLUTIONS:**

**Resolution 19-01:** Selecting a President of the Council for the Year 2019

On a motion by C/Trammell, second offered by C/Esakoff, Michael Hamilton was nominated as Council President for 2019; no other nominations were made and C/Hamilton accepted the nomination which was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell

NAYS: None

ABSTAIN: None

ABSENT: C/Parker

**Resolution 19-02:** Establishing Council Committees for the Year 2019

On a motion by C/Hamilton, second offered by C/Esakoff, the Borough Council Committees were

established for 2019 and approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-03:** Appointing the Planning Board Class III Member for the Year 2019

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-03 was Tabled by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-04:** Adopting “Roberts Rules of Order”

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-04 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-05:** Establishing Schedule of Public Meetings

On a motion by C/Trammell, second offered by C/Hamilton, Resolution 19-05 was approved by the following votes:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-06:** Designating Official Newspapers for the Borough: Trenton Times and Asbury Park Press

On a motion by C/Trammell, second offered by C/Esakoff, Resolution 19-06 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parrott

**Resolution 19-07:** Consent to Appointments for 2019 – Borough Officials

On a motion by C/Trammell, second offered by C/Esakoff, Resolution 19-07 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-08:** Authorizing the Award of a Contract for Professional Legal Services to Gregory J. Cannon, Esq.

On a motion by C/Hamilton, second offered by C/Trammell. Resolution 19-08 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-09:** Authorizing the Award of a Contract for Professional Engineering Services to Carmela Roberts, P.E., of Roberts Engineering Group, LLC

On a motion by C/Hamilton, second offered by C/Trammell. Resolution 19-09 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-10:** Authorizing the Award of a Contract for Professional Auditing Services to Gerard Stankiewicz, CPA, RMA for the Calendar Year 2019

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-10 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-11:** Authorizing the Award of a Contract for Professional Bond Counsel Services to Meghan Bennett Clark of the Firm Gluckwalrath LLP for the Calendar Year 2019

On a motion by C/Hamilton, second offered by C/Trammell. Resolution 19-11 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None

ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-12:** Authorizing the Award of a Contract for Professional Planning Consultant Services to Thomas A. Thomas, P.O., A.I.C.P. of Thomas Planning Associates, LLC for the Calendar Year 2019

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-12 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-13:** Authorizing the Award of a Contract for Professional Labor Counsel to Kerry E. Higgins, Esq. of McKenna, DuPont, Higgins & Stone, P.C. for the Calendar Year 2019

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-13 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-14:** Providing for 2019 Temporary Budget Appropriations

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-14 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 18-15:** Designating Ocean First Bank as Depository for the Roosevelt Municipal Court

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-15 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-16:** Designating First Constitution Bank, Hightstown Branch as Depository for the Borough of Roosevelt

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-16 was approved by

the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-17:** Authorizing the Roosevelt Tax Collector to Cancel Property Tax Refunds and Delinquencies of Less than \$5.00 Pursuant to N.J.S.A. 40A:17.1

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-17 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-18:** Establishing the Rate of Interest to be Charged on Delinquent Taxes and Other Municipal Charges

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-18 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-19:** Authorizing a Shared Services Agreement with Millstone Township for the Utilization of Millstone Municipal Court and Related Personnel Services

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-19 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-20:** Appointment of Municipal Court Employees

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-20 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-21:** Authorizing a Shared Services Agreement with the Township of Millstone for Repair, Maintenance and Snow Removal on Nurko Road for the Year 2019

On a motion by C/Hamilton, second offered by C/Dermody, Resolution 19-21 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-22:** Authorizing a Shared Services Agreement with the Township of Millstone for Certified Recycling Coordinator

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-22 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-23:** Appointing Local Registrar of Vital Statistics

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-23 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-24:** Appointing Deputy Registrar of Vital Statistics

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-24 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-25:** Appointing Councilmembers to Serve as Representatives to the Various Boards and Committees of the Borough

On a motion by C/Hamilton, second offered by C/Trammell, C/Dermody was appointed as representative to the Roosevelt Senior Organization and C/Hamilton was appointed to the Roosevelt Board of Education; the appointment to the Roosevelt Environmental Commission was Tabled. Resolution 19-25 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell

NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-26:** Appointment of a Representative and an Alternate Representative to the Monmouth County Community Development Block Grant (CDBG)

On a motion by C/Trammell, second offered by C/Hamilton, Michael Ticktin was appointed as Representative and C/Esakoff was appointed as Alternate Representative and Resolution 19-26 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-27:** 2019 Software Support and License Agreement with Edmunds & Associates, Inc.

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-27 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-28:** Designating a Borough Historian for the Borough of Roosevelt

On a motion by C/Hamilton, second offered by C/Esakoff, Resolution 19-28 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

**Resolution 19-29:** Authorizing the Award of a Non-Fair and Open Contract for Professional Information Technology Services to Cross Over Networks, LLC, 34 Almond Drive, Toms River, NJ 07853

On a motion by C/Hamilton, second offered by C/Trammell, Resolution 19-29 was approved by the following vote:

Roll Call:

AYES: C/Bowen, C/Dermody, C/Esakoff, C/Hamilton, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Parker

## **ANNOUNCEMENT OF MAYOR'S APPOINTMENTS NOT REQUIRING COUNCIL APPROVAL**

### **1. Mayor's Appointments to the Borough of Roosevelt Planning Board:**

- **Michael Hamilton** shall serve as the Mayor's Alternate as a Class I member to the Borough of Roosevelt Planning Board for a one (1) year term commencing January 1, 2019 and ending December 31, 2019.
- **Donna Taylor** is hereby appointed as a Class II member to the Borough of Roosevelt Planning Board for a one (1) year term commencing January 1, 2019 and ending December 31, 2019.
- **Alison Petrilla** is hereby appointed as a Class IV member to the Borough of Roosevelt Planning Board for a one (4) year term commencing January 1, 2019 and ending December 31, 2022.
- **Jacqueline Carpenter** is hereby appointed as Alternate I member to the Borough of Roosevelt Planning Board for a two (2) year term commencing January 1, 2019 and ending December 31, 2020.

### **2. Mayor's Appointments to the Borough of Roosevelt Environmental Commission**

- **Kim Felong, Tim Hartley and Nick Murray** are hereby appointed as members to three year terms commencing January 1, 2019 and ending December 31, 2021.
- **Matthew Margotta** is hereby appointed as Alternate I for a two year term commencing January 1, 2019 and ending December 31, 2020.

### **PUBLIC COMMENT (Any item):**

C/Malkin opened the public comment for any item at 7:49 pm.

Michael Tickin, 37 N. Valley Rd.: Thanked Councilmembers for appointing him as Borough Historian.

Jeff Klein, 21 Homestead Lane: Congratulated and thanked Councilmembers for their service to the community; keep up the good work.

C/Malkin closed the Public Comment at 7:50 pm.

C/Hamilton moved to adjourn at 7:50 p.m. with a second offered by C/Esakoff. With all in favor, the meeting adjourned at 7:50 p.m.

The audio tape is available in the Clerk's Office at Borough Hall.

Respectfully Submitted,

---

Kathleen Hart, Borough Clerk

Adopted Date: January 28, 2019