

This is a proposed agenda; it is subject to addition or deletion of items as well as rearrangement of sequence prior to final publication.

**RE-ORGANIZATION MEETING
AGENDA OF THE BOROUGH COUNCIL
BOROUGH OF HILLSDALE
JANUARY 7, 2025~6:00 pm**

Regular Meetings of the Borough Council are generally held on the 1st and 2nd Tuesday of each month. Please refer to our town calendar for dates and times and any special meetings or date changes. Borough Council Meetings begin at 7:00 PM. Meetings are **televised on Optimum Channel 77 or on FIOS Channel 32. You can now also view our meetings LIVE on YouTube. Subscribe to view our meetings on youtube.com: @hillsdalenj5879. Link to our YouTube page: [click here](#).**

CALL THE MEETING TO ORDER:

Mayor Michael Sheinfield

PLEDGE OF ALLEGIANCE:

Mayor Michael Sheinfield

OPEN PUBLIC MEETING STATEMENT:

This meeting is for the purpose of conducting the Annual Re-Organization Meeting of the Hillsdale Borough Council on this 7th day of January, 2025. Public Notice of this meeting was given to The Ridgewood News and the Bergen Record; a copy was posted on the bulletin board outside of this meeting room, a copy was filed in the office of the Borough Clerk and a copy was posted on the Borough web site.

Please notify the Municipal Clerk for any disability requirements necessary for attendance at Mayor and Council meetings. At this time, we ask that you please silence all cell phones.

ADMINISTERING OATH OF OFFICE:

Melissa Mazza-Chiong – Councilmember	Term ending 12/31/27	Mayor Michael Sheinfield
Robert Colletti Jr. – Councilmember	Term Ending 12/31/27	Mayor Robert Colletti

ROLL CALL OF 2025 HILLSDALE MUNICIPAL COUNCIL:

Mayor Michael Sheinfield
Councilmember Robert Colletti, Jr.
Councilmember Justin Fox
Councilmember Melissa Mazza-Chiong
Councilmember Clemente Osso
Councilmember John Ruocco
Councilmember Janetta Trochimiuk

RECOGNITION OF DIGNITARIES:

Mayor Michael Sheinfield

STATE OF THE BOROUGH ADDRESS:

Mayor Michael Sheinfield

NOMINATIONS AND ELECTION OF COUNCIL PRESIDENT:

I now ask for a nomination put forward to be elected as Council president for the year 2025.

Nomination(s) has/have been made for: _____

Motion: _____ Second: _____

Councilmember Colletti, Fox, Mazza-Chiong, Osso, Ruocco, Trochimiuk

The Oath of Office to be administrated to the Council President.

BOROUGH ATTORNEY: *(Mayor appointment with advice and consent of Council)*

Mayor Sheinfield presents the name of Mark D. Madaio, Esq., 29 Legion Drive, Bergenfield, NJ 07621 as Borough Attorney for a one (1) year term expiring December 31, 2025.

25000 Authorizing the Award of a Non-Fair and Open Contract for Borough Attorney

Motion: _____ Second: _____

Councilmember Colletti, Fox, Mazza-Chiong, Osso, Ruocco, Trochimiuk

BY-LAWS OF THE BOROUGH COUNCIL:

Council Members propose changes to the By-Laws for the Borough of Hillsdale for the year 2025.

Motion: _____ Second: _____

Councilmember Fox, Mazza-Chiong, Osso, Ruocco, Trochimiuk, Colletti

COUNCIL COMMITTEES:

Mayor Sheinfield announces the proposed **COUNCIL STANDING COMMITTEES** for the year 2025.

(With advice and consent of Council)

	Chairperson		
Ambulance	Melissa Mazza Chiong	Janetta Trochimiuk	Justin Fox
Economic Growth & Development	Janetta Trochimiuk	Melissa Mazza Chiong	Clemente Osso
Finance	John Ruocco	Clemente Osso	Robert Colletti
Fire Department	Robert Colletti	John Ruocco	Justin Fox
Police Department/OEM	Clemente Osso	Janetta Trochimiuk	Melissa Mazza Chiong
Public Works	Justin Fox	John Ruocco	Robert Colletti

Motion: _____ Second: _____

Councilmember Mazza-Chiong, Osso, Ruocco, Trochimiuk, Colletti, Fox

Mayor Sheinfield announces the proposed **COUNCIL LIAISONS** for the year 2025.

(with advice and consent of Council)

Access to All	John Ruocco
Board of Education: <i>Regional</i>	Robert Colletti
<i>Local</i>	Melissa Mazza Chiong
Board of Health	John Ruocco
Environmental Commission	Robert Colletti
Library	Janetta Trochimiuk
Planning Board, Building & Zoning	Janetta Trochimiuk
Parks & Recreation Commission	Clemente Osso
Senior Citizens	John Ruocco
Swimming Pool Commission	Justin Fox

Motion: _____ Second: _____

Councilmember Osso, Ruocco, Trochimiuk, Colletti, Fox, Mazza-Chiong

Mayor Sheinfield announces the proposed **SPECIAL COMMITTEES** for the year 2025.

Public Relations & Communication	Mayor, Borough Administrator, Borough Clerk
Flood and Disaster Committee	Borough Administrator, Police Chief, Fire Chief, Ambulance Captain, OEM Director
Negotiation Committee	Fox, Trochimiuk, Ruocco, Borough Administrator. Labor Attorney
Fields & Parks Committee	Colletti, Mazza-Chiong, Osso, Borough Administrator, Recreation Director
Affordable Housing & Redevelopment	Municipal Housing Liaison, Darlene Green, Planning Board Chair, Borough Administrator, Osso, Mayor

Motion to record _____ Second: _____

Councilmember Ruocco, Trochimiuk, Colletti, Fox, Mazza-Chiong, Osso

FIRE DEPARTMENT OFFICERS:

Mayor Sheinfield presents the names of the following 2025 Officers of the Hillsdale Fire Department:

2025 BOARD OF FIRE OFFICERS	
Chief	William Farrell
Deputy Chief	Christopher Kelley
Senior Captain	Joseph Solda III
Junior Captain	Joseph Solda II
1 st Lieutenant	Raymond DeGroat
2 nd Lieutenant	Chris D'Angelo
3 rd Lieutenant	James Voorhis
4 th Lieutenant	Timothy Dinnell
2025 ASSOCIATION OFFICERS	
President	Paul Muller

Vice President	Keith Capogna
Secretary	Keith I. Durie
Treasurer	Patrick Doody
Asst. Secretary/Treasurer	William Becker

Motion to approve, receive and file _____ Second: _____
 Councilmember Trochimiuk, Colletti, Fox, Mazza-Chiong, Osso, Ruocco

POLICE DEPARTMENT:

Mayor Sheinfield presents for Council confirmation, the following appointments to the Police Department Special Officers, Auxiliary Officers and Police Matrons for the year 2025 as recommended by the Officer in Charge:

2025
POLICE DEPARTMENT PERSONNEL

- #75 Lt. Mike Camporeale
- #77 Lt. Travis Woods
- #62 Sgt. Chris Donaldson
- #73 Sgt. Alex Kaplan
- #66 Sgt. Dave Sayers
- #76 Sgt. Matt Buesser
- #79 Det/Sgt Brian Considine
- #80 Det. Corey Rooney
- #82 Det/Sgt Matt Soltes
- #84 PTL. Joe Messner
- #85 PTL. Amanda Turrin
- #88 PTL. Joe Roma
- #89 PTL. Sean Marro
- #91 PTL. Kevin Gadowski
- #92 PTL. Jordan Bruce
- #93 PTL. Dominick Speciale
- #94 PTL. Ryan Heiser
- #95 PTL. Martin Kim
- #96 PTL. Brianna Alfieri
- #97 PTL. Mario Vdovjak
- #98 PTL. Christopher Miller
- #99 PTL. Gianellys Mena

Police Clerk Lourdes Spagnoli

Motion to approve, receive and file: _____ Second: _____
 Councilmember Colletti, Fox, Mazza-Chiong, Osso, Ruocco, Trochimiuk

BOARD, COMMISSION, AND TRUSTEE APPOINTMENTS:

Mayor Sheinfield presents the names of the following individuals for appointment to the indicated positions and the specified terms of office.

ENVIRONMENTAL COMMISSION:

Tracy Hanson Term Expiring 12/31/27
Fred Rubel Term Expiring 12/31/27
Rick Savino Term Expiring 12/31/27

Motion to Record: _____ Second: _____
Councilmember Fox, Mazza-Chiong, Osso, Ruocco, Trochimiuk, Colletti

ACCESS FOR ALL COMMITTEE:

Grace Sala Term Expiring 12/31/27
Mustafa Erol Term Expiring 12/31/27

Motion to Record: _____ Second: _____
Councilmember Mazza-Chiong, Osso, Ruocco, Trochimiuk, Collett, Fox

PLANNING BOARD:

Daniel Freidman – Class IV Term Expiring 12/31/28
Arthur Weinberg – Class IV Term Expiring 12/31/28
Starke Hipp – Alt #1 Term Expiring 12/31/26

Motion to Record: _____ Second: _____
Councilmember Osso, Ruocco, Trochimiuk, Colletti, Fox, Mazza-Chiong

OFFICE OF EMERGENCY MANAGEMENT:

Jon Najarian, OEM Coordinator Term Expiring 12/31/27
Matt Buesser, OEM Deputy Coordinator Term Expiring 12/31/25

Motion to Record: _____ Second: _____
Councilmember Ruocco, Trochimiuk, Colletti, Fox, Mazza-Chiong, Osso

Mayor Sheinfield presents the names of the following individuals for appointment, with the Advice and Consent of the Council, to the indicated positions and the specified terms of office.

BOARD OF HEALTH:

Chris Looes Term Expiring 12/31/27
Diane Ohme Term Expiring 12/31/27
Louisa Toledo Term Expiring 12/31/27

Motion: _____ Second: _____
Councilmember Trochimiuk, Colletti, Fox, Mazza-Chiong, Osso, Ruocco

PLANNING BOARD MEMBER-CLASS III:

The Council under the law is permitted to nominate the Class III Member of the Planning Board as its representative of the Planning Board for a one (1) year term expiring December 31, 2025.

I now ask for a nomination to be put forward to be elected as the Class III Member of the Planning Board:

Nomination(s) has/have been made for: _____

Motion: _____ Second: _____

Councilmember Colletti, Fox, Mazza-Chiong, Osso, Ruocco, Trochimiuk

LIBRARY TRUSTEES:

Liz Leonard

Term Expiring 12/31/29

Jonna Davis – Mayor’s Alternate

Term Expiring 12/31/25

Motion: _____ Second: _____

Councilmember Fox, Mazza-Chiong, Osso, Ruocco, Trochimiuk, Colletti

PARKS & RECREATION

Ann Cron

Term Expiring 12/31/29

Motion: _____ Second: _____

Councilmember Mazza-Chiong, Osso, Ruocco, Trochimiuk, Colletti, Fox

SWIMMING POOL COMMISSION:

Amelia Bowers

Term Expiring 12/31/27

Christopher Camp

Term Expiring 12/31/27

Linda Parisi

Term Expiring 12/31/27

Motion: _____ Second: _____

Councilmember Osso, Ruocco, Trochimiuk, Colletti, Fox, Mazza-Chiong

All appointees are required to subscribe to their Oath of Office before entering upon their duties, and they are therefore asked to present themselves at the office of the Borough Clerk for this purpose on or before Friday, January 13, 2025 or prior to their first meeting.

PUBLIC COMMENTS: (time limited, items on the agenda only, one topic per speaker)

RESOLUTIONS (Consent Agenda) R25001 through R25038:

[25001](#) Authorizing the Award of a Fair and Open Contract for Borough Auditor

[25002](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Borough Appraiser

- [25003](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Attorney for Tax Appeals
- [25004](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Borough Bond Counsel
- [25005](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Borough Planner
- [25006](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Borough Labor Counsel
- [25007](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Borough Engineer
- [25008](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Special Counsel for Redevelopment
- [25009](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for a Financial Advisor
- [25010](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for an Affordable Housing Administrative Agent for Housing Rehabilitation Program Services
- [25011](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for an Affordable Housing Compliance Services
- [25012](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Professional Planning Services for Rehabilitation/Revitalization in the Borough of Hillsdale
- [25013](#) Public Agency Compliance Officer for 2025
- [25014](#) Designate Official Newspapers
- [25015](#) Authorize the Chief Municipal Officer the Authority to Pay Certain Obligations as Needed
- [25016](#) Resolution to Affirm the Borough of Hillsdale’s Civil Rights Policy with Respect to All Officials, Appointees, Employees, Prospective Employees, Volunteers, Independent Contractors, and Members of the Public that come into contact with Municipal Employees, Officials and Volunteers
- [25017](#) Approve Organizations to be included in the Quasi Entities
- [25018](#) Appointing the Borough Administrator as Representative of the Borough of Hillsdale to the Bergen County Municipal Joint Insurance Fund and the Municipal Excess Liability Fund
- [25019](#) Resolution Appointing an Animal Control Officer for the Borough of Hillsdale
- [25020](#) Establishment of Interest Rate on Delinquent Taxes
- [25021](#) Designated Drivers of Borough Vehicles

- [25022](#) Designating Tax Search Officer for 2025
- [25023](#) Resolution Approving Interlocal Services Agreement – Mutual Aid Plan & Rapid Deployment Force
- [25024](#) Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964”
[Link to enforcement guidance in employment decisions under title VII of the Civil Rights Act of 1964 Form](#)
- [25025](#) Resolution Authorizing Continuation with the County of Bergen in the Cooperative Purchasing
- [25026](#) Resolution Adopting a Cash Management Plan for 2025
[Cash Management Plan](#)
- [25027](#) Resolution Authorizing Tax Sale
- [25028](#) Authorizing Assessor to File Tax Appeals
- [25029](#) Resolution Authorizing the Chief Financial Officer to disburse Funds in Case of an Emergency
- [25030](#) Authorizing the Award of a Non-Fair and Open Professional Services Agreement for Special Counsel – Pascack Valley Regional High School Withdrawal
- [25031](#) Authorizing the Execution of a Fair and Open Contract for Risk Management Insurance Consultant
- [25032](#) Resolution Designating Time and Place of 2025 Council Meetings
- [25033](#) Resolution Authorizing the Cancellation of Small Tax Balances
- [25034](#) Resolution Establishing New Petty Cash Funds
- [25035](#) Resolution Establishing Temporary Budget Appropriations for 2025
- [25036](#) A Resolution of the Borough of Hillsdale Adopting a Form Required to be Used for the Filing of Notices of Tort Claims Against the Borough n Accordance of the Provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:8-6.
[Claim Form](#)
- [25037](#) Approval of JIF/MEL Risk Management Agreement
- [25038](#) Resolution Awarding a Non-Fair & Open Agreement to General Code, LLC for the Codification of Municipal Ordinances and other Software Maintenance Services

Motion: _____ Second: _____
Councilmember Ruocco, Trochimiuk, Colletti, Fox, Mazza-Chiong, Osso

COUNCIL COMMENTS:

ADJOURNMENT:

Motion: _____ Second: _____

Councilmember Trochimiuk, Colletti, Fox, Mazza-Chiong, Osso, Ruocco

THE NEXT MEETING OF THE MAYOR AND COUNCIL WILL BE ON
TUESDAY, JANUARY 14, 2025 BEGINNING AT 7:00 P.M.