

Mayor Sheinfield Opened the meeting by leading the Pledge of Allegiance and giving the Open Public Meeting Statement. This is a Meeting of the Hillsdale Borough Council on this 9th day of September 2025. Notice of the time and place of this meeting has been provided to The Ridgewood News and The Bergen Record; a copy was posted on the bulletin board outside of this meeting room and provided to any interested parties.

Please silence all cell phones. Please wait to be recognized by the Mayor during the Public Hearing and the Public Comment part of the meeting. You will need to state your name and town of residence for the record.

Borough Clerk Kohan took roll call - Mayor Michael Sheinfield, Council President Osso, Councilmembers Colletti, Fox (absent), Mazza-Chiong, Ruocco, Trochimiuk (joined at 6:30 pm) (Borough Administrator Mike Ghassali, Borough Clerk Denise Kohan, Borough Attorney Mark Madaio)

ADJOURN TO CLOSED SESSION:

[25222](#) To provide for a meeting not open to the public in accordance with the provisions of the New Jersey Open Public Meetings Act N.J.S.A. 10:4-12 – *Police Department, Borough Professionals*

WHEREAS, the Borough Council of the Borough of Hillsdale is subject to certain requirements of the Open Public Meetings Act N.J.S.A. 10:4-6 et seq; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12 provides that an Executive Session not open to the public may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Borough Council of the Borough of Hillsdale to discuss in a session not open to the public certain matters relating to the item or items authorized by and designated below:

- (1) Matters required by law to be confidential.
- (2) Matters where the release of information would impair the right to receive funds.
- (3) Matters involving individual privacy –
- (4) Matters relating to collective bargaining –
- (5) Matters relating to the purchase, lease or acquisition of real property or the investment of public funds.
- (6) Matters relating to public safety and property –
- (7) Matters relating to litigation, negotiations and the attorney-client privilege – *Police Department, Borough Professionals*
- (8) Matters relating to the employment relationship –
- (9) Matters relating to the potential imposition of a penalty.

NOW, THEREFORE BE IT RESOLVED, by the Council of the Borough of Hillsdale assembled in public session this date that an Executive Session closed to the public be and the same is hereby authorized for discussion of matters relating to the specified items designated above. It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Borough Council that the public interest will no longer be served by such confidentiality.

Motion Osso Second Mazza

Ayes: Councilmember Colletti, Mazza-Chiong, Council President Osso, Ruocco

Nays: none

Absent: Fox, Trochimiuk

RECONVENE REGULAR MEETING:

Motion to reconvene Osso Second Colletti

All in favor: Councilmember Mazza-Chiong, Council President Osso, Ruocco, Trochimiuk, Colletti

Absent: Fox

RECOGNITION/OATH OF OFFICE:

APPROVAL OF MINUTES:

Closed Session Minutes August 12, 2025

Motion to approve Mazza-Chiong Second Ruocco

Ayes: Councilmember Mazza-Chiong, Council President Osso, Ruocco, Colletti

Nays: none

Absent: Fox

Abstain: Trochimiuk

Council Meeting Minutes August 12, 2025

Motion to approve Ruocco Second Osso

Ayes: Councilmember Mazza-Chiong, Council President Osso, Ruocco, Colletti

Nays: none

Absent: Fox

Abstain: Trochimiuk

INITIAL PUBLIC COMMENT (time limited to 3 minutes, items on the agenda only, one topic per speaker -please state your name and town of residence for the record)

Shailen Shah Eagle Scout Project

Shailen Shah from Troop 108 presented his Eagle Scout project proposal to the council, aiming to construct two walking trails in Beechwood Park, each approximately 0.25 miles long. One trail (marked in red) will loop through the northeast corner of the park, and the other (marked in blue) will run along the northern edge, connecting with existing trails in the northwest section. Additionally, four signs will be installed to mark entrances, exits, and intersections of the trails.

The purpose of the project is to formalize paths already being informally used, increase foot traffic in a controlled way, protect surrounding vegetation, and provide a beginner-level hiking experience for children. Shailen emphasized that the trails will be built using mulch and lined with fallen logs or branches. Most of the materials will either be donated or purchased through fundraising efforts. Trail construction is tentatively planned for spring, with initial groundwork and layout possibly beginning in the fall.

Questions from the council focused on materials, maintenance, funding, and environmental impact. Shailen confirmed he has not yet finalized costs or consulted the DPW for ongoing maintenance but plans to do so. The project may intersect with environmentally sensitive or DEP-protected wetlands, particularly the blue trail. As a result, the council acknowledged that state permits might be required, even for minimal alterations like mulch.

The council discussed conducting a pre-application consultation with the DEP to clarify permitting needs and costs, and they expressed a preference for staff or the Borough Engineer to assist in that process. It was agreed that Shailen would avoid disturbing grass areas and would instead blaze trees to mark trails in those sections.

Ultimately, the council unanimously approved the concept of the project, pending necessary environmental reviews and compliance. A point of contact from the BA was assigned to support Shailen moving forward.

Gabriel Guzman – Eagle Scout Project

Gabriel Guzman, a Hillsdale resident and a member of Troop 108, presented his Eagle Scout project proposal to the council. His project involves the restoration and enhancement of an abandoned 19th-century family cemetery located behind the Hillsdale library, which he identified as the Westervelt Family Burial Ground. Gabriel noted that the site has historical significance, with the first burial recorded in 1825 and the last in 1884. The area was last restored in 2002 by another scout from Troop 109.

Gabriel's vision for the project includes cleaning the site, expanding the existing path, creating a prayer garden with ornamental grasses, seating areas, and decorative rock formations (possibly in a spiral pattern), and installing low-profile plaques with historical information about the Westervelt family. He mentioned that minor landscaping may be needed to level parts of the site, but there would be no digging or disturbance of graves.

A primary concern from the council involved confirming ownership of the property and whether the site is under municipal or private jurisdiction. Initial attempts to identify the property via tax maps were inconclusive, although it appears to be assessed and maintained by the borough, implying it may be under municipal control. The council also discussed whether there could be legal or preservation-related restrictions on work at a cemetery site but emphasized that Gabriel's plans are respectful and do not involve structural changes or excavation.

The council expressed support for the concept, pending confirmation of ownership and any legal limitations. The proposal was unanimously approved in concept, with the understanding that staff would further investigate property records and regulatory requirements. Gabriel was thanked for his thoughtful and community-oriented project.

PROFESSIONAL MONTHLY REPORTS:

[Borough Engineer Report – August 2025](#)

Nick Chelius – Colliers Engineering

The Borough Engineer provided two updates worth noting. First, a web-based controller system with a flow meter and rain sensor was installed for the field irrigation system. This new setup allows for remote monitoring and control through an app, which should significantly improve the management of irrigation.

Second, he gave an update on Memorial Field. The site plans are nearly complete and should be finalized within two weeks. Coordination has already taken place with FieldTurf through the Bergen County co-op, and they are prepared to provide pricing as soon as the plans are submitted. Once pricing is received, it will be reviewed against market rates to ensure fairness. If everything checks out, construction can begin immediately, as FieldTurf is ready to start. There were also discussions confirming the co-op's approval for use and no objections to proceeding via this method.

Questions were raised about monitoring the materials beneath the field, and while the report wasn't immediately available, it was confirmed that it had been submitted. Right now football has not yet started, but soccer is ongoing. Additionally, the sprinkler system has been repaired and is now functioning properly.

Hillsdale Police Department – August 2025

Chief Travis Woods

The Chief presented his report for August 2025, which highlighted a successful National Night Out event. The police department handled 798 calls for service, 116 motor vehicle stops, and 13 motor vehicle accidents. They conducted 19 selective enforcement and 11 parking enforcement details, responded to 68 medical calls, issued 28 citations or warnings, and performed 146 building security checks. The Detective Bureau investigated 22 cases and closed 16, while the firearms investigation unit conducted 12 investigations.

A significant discussion followed regarding the increasing concern over e-bikes and electric scooters. Council members noted the growing number of incidents involving young riders—some as young as elementary school age—operating high-speed electric vehicles unsafely around town and near schools. There was a specific mention of a recent injury at the high school where a child was hurt using an e-bike inappropriately on a pathway. There was consensus that the town should release clear, formal guidance on e-bike and scooter regulations, including speed limits, age restrictions, and repercussions for unsafe or illegal use. It was acknowledged that some municipalities have begun implementing stricter rules, and the town should do the same, especially as these devices are being used recklessly in public areas and near schools.

It was confirmed that signage has already been installed at Sapienza Gardens to prohibit motorized vehicles, and the idea of restricting these vehicles from school grounds was raised. Coordination with the school board will be needed to enforce such measures. The Police Chief explained that the legality of e-bikes and scooters varies depending on motor size and vehicle classification, and while regulations exist, enforcement has been difficult due to a lack of complaints or incident reports. Residents were encouraged to report unsafe use of e-bikes and scooters, including taking photos, when possible, to help the police respond more effectively. There was also a request to separate citation data from written warnings in future reports to make the statistics clearer.

Finally, an update was provided on increased school traffic related to new trailers on-site. It was confirmed that a full-time Class III officer is permanently posted at the school, and a crossing guard has been added to help children commute safely during lunchtime. No major issues have arisen aside from a few past vandalism incidents over the summer.

Hillsdale Department of Public Works - August 2025

Superintendent Barry Peterson

The DPW Superintendent reported that the irrigation system is now fully operational at Centennial Field and has already been used remotely to adjust watering times, which has proven effective. Sports fields are active, with George White soccer continuing until the 19th, after which field work will resume. The patio area saw significant use over the weekend with about 200 kids present and held up well. Some maintenance issues like broken sprinkler heads continue but are being addressed. New trash and recycling cans were placed downtown, which has helped with overflow, and three additional cans are on order. No misuse or dumping around them has been observed.

Staff completed bucket truck training for the new lift equipment, which went smoothly. Two borough-owned oak trees that unexpectedly died are scheduled for removal, and soil testing on a tree in the downtown park revealed disease specific to fruit trees. Repairs on the nature trail are underway but temporarily paused until proper materials are approved to meet permit requirements.

New lightning warning signs with QR code scanning for real-time updates will soon be installed at the fields. Landscape beds are being cleared in preparation for planting, and coordination is ongoing for those upgrades. Questions were raised about signs related to dogs on fields—while the ordinance is in place, signage has not yet been installed, so officers are continuing to educate and enforce as needed. Permanent signs for all fields are forthcoming.

Maintenance from last season is wrapping up on schedule, for leaf season which will begin October 2. Until then, residents may place vegetative debris curbside. The final leaf pickup days are set for October 27–28.

The issue of golfing in Centennial Field was raised, with suggestions to explore creating an ordinance, particularly after recent investments in the area.

A question was brought up about lighting issues at a Centennial field. One of the poles is out, but access is difficult due to height restrictions on current equipment. They are exploring using the fire truck to reach the lights and, if that fails, the cost of bringing in a lift could range from \$10,000 to \$15,000. There was also discussion about upgrading to LED lighting, which could be subsidized by state efficiency programs. A meeting with PSE&G is scheduled for the following week to explore rebate options and determine next steps. In the meantime, the fire department may assist with short-term access to restore lighting.

COMMITTEE REPORTS:

Councilman – John Ruocco

At the September 4th Board of Health meeting, bylaws were adopted to include a Board of Health Treasurer, who will work with the borough administration on budgetary matters. A flu clinic is scheduled for September 23rd from 11:00 AM to noon, with the location possibly being either Borough Hall or the library. While West Nile virus activity is elevated statewide—above the five-year average but below last year’s—no positive mosquito pools or human/animal cases have been identified in Hillsdale. Two measles exposure cases were investigated locally, but no outbreak has occurred. There was also a bat exposure case, highlighting the need for rabies precautions even when bites are not visible.

The Board discussed a longstanding health issue involving property with severe hoarding and vermin infestation, which presents health risks to both the occupant and surrounding neighborhood. They are urging expedited action due to the severity and duration of the issue. The Board also raised concerns about the lack of clear referral protocols for police and EMS when dealing with similar public health or mental health matters, such as hoarding. A meeting has been scheduled for September 18th including the Borough Administrator, Board of Health, police, ambulance, code compliance, building department, and relevant council liaisons to coordinate a unified response strategy. The Board also raised budget concerns, particularly around salaries, and unanimously rejected Ordinance 25-01, which outlines their internal salary structure, due to compensation discrepancies. They're awaiting further clarification from the Borough Administrator and CFO on how this may impact their budget.

Regarding senior services, the 50+ club continues to see low attendance post-COVID, with as few as a dozen members attending meetings. A strategic planning session is scheduled for Thursday at the library to consider the future of the group, including options such as merging, revitalizing, or disbanding.

On a broader level, the Bergen County League of Municipalities reported that while a proposed 36% increase in the state health benefit plan for state employees has been averted by reducing benefits, it's unclear how this will affect municipalities, which fall under a different pool. Additionally, a major legal case in Haddonfield, NJ—where the town was found liable for over \$21 million in damages (later reduced) due to poor stormwater management—serves as a warning to all municipalities about the importance of proactive infrastructure

oversight. In terms of affordable housing, Hillsdale is among over 400 municipalities facing objections from groups like Fair Share Housing and developers. The League is recommending direct outreach to adjudicators to settle such objections so as to avoid it being taken to the next level (i.e., The Program, comprised of retired judges tasked with these cases but who are overburdened and may make hasty decisions.) The borough plans to move forward with its affordable housing strategy, which already exceeds minimum requirements through active discussions with developers. Despite uncertainty surrounding definitions and adjustments, officials expect the legal process will play out over time.

Lastly, Bergen County Administrator Tom Duch attended the meeting to discuss recent county initiatives, including the formation of a new county-run EMS service with 16 ambulances and the release of a fire department equipment survey. Some local fire departments have expressed concern over the county's intentions, but the county claims it's simply collecting data. Municipalities, including Hillsdale, are being urged to ensure their fire departments complete the survey.

Councilwoman – Melissa Mazza-Chiong

At the August 19th ambulance services meeting, it was reported that there were 99 dispatches made by Bergen County PSOC in the previous month. Of those, 92 calls were answered, 44 by volunteers and 48 by PER DIEM staff. Additionally, 29 calls were handled for neighboring towns, with 5 covered by PER DIEM staff and 24 by Hillsdale volunteers across Rivervale, Washington Township, and Westwood. Seven calls were missed: four due to volunteers being on other calls, one during a PER DIEM call, and two due to lack of available volunteer crews. The ambulance team reported 26 volunteers covering 113 shifts, totaling approximately 14,400 hours, while 13 PERDM staff worked about 500 hours.

At the August 25th Board of Education meeting, updates were shared on the George White School renovation project. Despite some minor setbacks, the project remains on schedule. Sixteen contractors have picked up bid specifications, with final bids due on September 24th. A pre-bid meeting was held at George White on September 14th, attended by interested contractors, engineers, construction managers, the architect team, and school officials. The meeting included a detailed overview of the project and a walkthrough of the building to help contractors prepare competitive proposals.

Hillsdale schools were awarded a \$66,000 environmental grant through the Trees for Schools program, which will support tree planting at Meadowbrook and George White in the spring of 2026. A two-week kindergarten readiness program was also held to support incoming students' transition into school, focusing on social, emotional, and academic development. The program was well received by families.

School officially opened on September 4th, and congratulations were extended to staff and administration for successfully opening George White School on time. Back-to-school nights are underway, with events scheduled at Blanch on September 17th, Meadowbrook on the 18th, and George White on October 7th.

Council President – Clemente Osso

The Recreation Commission met recently with a light agenda. An update was provided on the Memorial Field Project, with additional details about the bandshell to be included in another report. Upcoming community events were announced, including the Fall Festival on Saturday, September 13th from 12:00 to 4:00 at the park, featuring vendors, food trucks, and activities. Oktoberfest is scheduled for October 3rd, and the Halloween Parade will take place on October 25th. The Recreation Program Guide is now available on the recreation website and outlines all current programming options for the community.

Councilman – Robert Colletti Jr.

The Environmental Commission has been active in several areas. For street tree planting, a list of addresses was submitted on August 25th and revised on September 5th. Approximately 25 trees are expected to be planted this fall using funds from the Borough's Shade Tree Trust Account. The Beechwood Nature Trail projects, referred to as 1.0 and 2.0, are progressing. Project 1.0, which includes ADA accessibility improvements and partial boardwalk and trail extension work, will begin shortly. After a walkthrough with the contractor, the work is expected to be completed in two to four weeks, depending on weather.

The Environmental Commission is also assisting an outside arborist contractor in updating the Borough's five-year Community Forestry Management Plan, which is required for continued accreditation under the New Jersey Urban and Community Forestry Program. This accreditation reduces liability and opens eligibility for specific grants.

In addition, proposed revisions to the Borough's tree ordinance (Ordinance 286) have been drafted in collaboration with the Planning Board and its attorney. These revisions have been presented but will require further review by the Borough Administrator, Mayor, Council, and Building Department.

Borough Administrator – Mike Ghassali

The BA noted that concerns from residents about deer activity in town continue to be frequent. In response, the Borough is planning a thermal drone scan in late fall or early winter to estimate the local deer population. The scan, which will cost approximately \$1,000, will be conducted by an FAA-certified operator. Neighboring towns are also considering similar studies to potentially coordinate a regional response based on accurate data.

The landscaping plan around Borough Hall is progressing, with native species scheduled to be planted in October. In the Department of Public Works, a vacancy created three months ago following a promotion will be filled by a seasonal employee who has completed the necessary testing. A resolution to confirm this hire will be presented next week.

Progress is being made on the long-delayed band shell project. A contractor has been identified as someone who can work within the Borough's budget, and plans are being finalized with input from the recreation committee. The project will include rehabilitation of the existing bathrooms and storage area, along with a new roof and support system, preserving the existing concrete structure. Adjustments to the seating and layout may be considered, though full demolition and reorientation are not currently planned due to budget constraints. The design will also incorporate necessary electrical wiring and lighting for performances, with guidance from professionals and recreation committee members.

The community center renovation is moving along, with walls now enclosed and work progressing well. A visit with the recreation committee and council is scheduled, and the mayor is expected to appoint a small committee, led by a council member, to ensure the center is tailored to Hillsdale's needs.

As part of the ongoing flood mitigation efforts, Stevens Institute has installed four new sensors—three in Westwood and one in Hillsdale along Pascack Brook. The data collection phase of the flood study continues.

To honor the 24th anniversary of 9/11, residents are encouraged to attend a remembrance gathering at Veterans Park at 8:30 a.m. There will also be a separate candlelight ceremony held by Holy Trinity Church at 7:30 p.m. at the park.

He also noted plans for the future renovation of the fieldhouse at Memorial Field, emphasizing the need to strip it down to its structural walls now in preparation for long-term improvements that won't disrupt future field conditions.

Lastly, he will be attending the Governor's Conference on Housing and Economic Development next Tuesday and Wednesday and therefore will not be present at the next council meeting on September 16th.

ORDINANCES:

[25-22 – Adoption](#)

Ordinance of the Borough of Hillsdale, County of Bergen, State of New Jersey, Adding Chapter 235 to the Code of the Borough Concerning Lead-Based Paint Inspections

WHEREAS, pursuant to P.L. 2021, c.182, all municipalities are now required, with certain exceptions, to inspect every single-family, two-family, and multiple rental dwelling located within the municipality at tenant turnover for lead-based paint hazards; and

WHEREAS, it is in the best interests of the residents of the Borough of Hillsdale to amend the Borough Code at this time to require inspections for lead-based paint in residential rental dwellings to conform with New Jersey State law; and

WHEREAS the Borough wishes through this Ordinance to establish Chapter 235 entitled "Lead-Based Paint Inspections" of the Borough Code in order to serve the best interests of the Borough and its residents.

NOW THEREFORE BE IT ORDAINED by the Council of the Borough of Hillsdale, in the County of Bergen and State of New Jersey that:

Section I

Chapter 235 to be known as "Lead-Based Paint Inspections." is hereby added to the Code of the Borough of Hillsdale and shall read as follows:

Chapter 235 Lead-Based Paint Inspections.

235-1 Definitions.

Dust Wipe Sampling – A sample collected by wiping a representative surface and tested in accordance with a method approved by the United States Department of Housing and Urban Development.

Lead Abatement – Measures designed to permanently eliminate lead-based paint hazards in accordance with standards established by the Commissioner of Community Affairs in compliance with standards promulgated by the appropriate federal agencies.

Lead Evaluation Contractor – A person certified by the New Jersey Department of Community Affairs to perform lead inspection and risk assessment work pursuant to N.J.A.C. 5:171.1 et seq.

Lead-based Paint Hazard – Any condition that causes exposure to lead from lead-contaminated dust or soil or lead-contaminated paint that is deteriorated or present in surfaces that would result in adverse human health effects.

Visual Assessment – A visual examination for deteriorated paint or visible surface dust, debris, or residue.

Tenant turnover – The time at which all existing occupants vacate a dwelling unit and all new tenants move into the dwelling unit.

235-2 Inspections.

- (1) A lead evaluation contractor retained by the Borough shall inspect every single-family, two-family, or multiple rental dwelling located in the Borough of Hillsdale for lead-based paint hazards through visual assessment and dust wipe sampling in accordance with N.J.S.A. 52:27D-437.1 et seq.
- (2) In lieu of having the dwelling inspected by the Borough’s lead evaluator, a dwelling owner or landlord may directly hire a private lead evaluation contractor who is certified to provide lead paint inspection services by the Department of Community Affairs to perform the lead-based paint inspection in accordance with N.J.S.A. 52:27D-437.1 et seq.
- (3) In accordance with N.J.S.A. 52:27D-437.16(c), a dwelling unit in a single-family, two-family, or multiple rental dwelling shall not be subject to inspection and evaluation for the presence of lead-based paint hazards if the unit:
 - a. Has been certified to be free of lead-based paint;
 - b. Was constructed during or after 1978;
 - c. Is in a multiple dwelling that has been registered with the Department of Community Affairs as a multiple dwelling for at least ten (10) years, either under the current or a previous owner, and has no outstanding lead violations from the most recent cyclical inspection performed on the multiple dwelling under the “Hotel and Multiple Dwelling Law,” P.L.1967, c.76 (C.55:13A-1 et seq.);
 - d. Is a single-family or two-family seasonal rental dwelling which is rented for less than six months duration each year by tenants that do not have consecutive lease renewals; or
 - e. Has a valid lead-safe certification.
- (4) The owner, landlord, and/or agent of every single-family, two-family, or multiple rental dwelling unit offered for rental shall be required to obtain an inspection of the unit for lead-based paint hazards every three (3) years, or at tenant turnover, whichever is earlier.
- (5) If lead-based paint hazards are identified, then the owner, landlord, and/or agent of the dwelling shall remediate the lead-based paint hazard using lead abatement or lead-based control methods in accordance with N.J.S.A. 52:27D-437.16(d). Upon the remediation of the lead-based paint hazard, the Borough’s lead evaluation contractor shall conduct an additional inspection of the unit to certify that the hazard no longer exists. If no lead-based paint hazards are identified, then the Borough’s lead evaluator shall certify the dwelling as lead-safe on a form prescribed by the Department of Community Affairs, which shall be valid for two (2) years.
- (6) Pursuant to N.J.S.A. 52:27D-437.16(e), property owners shall:

- a. Provide evidence of valid lead-safe certification and the most recent tenant turnover at the time of the cyclical inspection
- b. Provide evidence of a valid lead-safe certification obtained pursuant to this Section to new tenants of the property at the time of tenant turnover unless not required to have had an inspection by a lead evaluation contractor or permanent local agency pursuant to §235-2(C) of this Chapter.
- c. Maintain records of lead-safe certification, which shall include name(s) of the unit tenant(s), if inspection was conducted during a period of tenancy.

(7) Fees.

- a. The Borough shall charge the dwelling owner or landlord, and the dwelling owner or landlord shall pay the Borough in advance of any inspection, a fee sufficient to cover the cost to the Borough of the inspection, which shall be dedicated to meeting the costs of implementing and enforcing this section, which shall include the following:
 - a. \$250.00 per dwelling unit for a visual assessment performed by the lead inspector.
 - b. \$25.00 per dwelling unit filing fee.
 - c. If necessary, a fee of \$295.00 per dwelling unit for reinspection of a unit.
- b. In accordance with N.J.S.A. 52:27D-437.16(h), an additional fee of \$20.00 per dwelling unit inspected by the Borough's lead evaluation contractor or the owner's private lead evaluation contractor shall be addressed for the purpose of the Lead Hazard Control Assistance Act, unless the owner demonstrates that the Department of Community Affairs has already assessed an additional inspection fee of \$20.00. The fees collected pursuant to this subsection shall be deposited into the Lead Hazard Control Assistance Fund.
- c. In a common interest community, any inspection fee charged pursuant to this subsection shall be the responsibility of the unit owner and not the homeowners' association, unless the association is the owner of the unit.

235-3 Violations.

If a property owner has failed to conduct the required inspection or initiate any remediation as required by N.J.S.A. 52:27D-437.1 et seq. the owner shall have 30 days to cure the violation. If a property owner fails to cure the violation after 30 days, the property owner shall be subject to a penalty not to exceed \$1,000.00 per week until the required inspection has been conducted or remediation efforts have been initiated.

Section II

All ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

Section III

If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to this section, paragraph, subdivision, clause or provision and the remainder of this Ordinance shall be deemed valid and effective.

Section IV

This ordinance shall take effect upon adoption and publication in the manner required by New Jersey general law but, in no event, less than 20 days after its final passage by the Borough Council and approval by the Mayor, where such approval is required pursuant to N.J.S.A. 40:69A-181(b).

Motion to open public hearing on Ordinance 25-22 Ruocco Second Mazza

Ayes: Councilmember Ruocco, Trochimiuk, Colletti, Mazza-Chiong, Council President Osso

Nays: none

Absent: Fox

I will now open the meeting to the public. If anyone desires to be heard regarding Ordinance No 25-22, please say your name and wait to be recognized, once recognized state your name and address for the record.

I will now entertain a motion that the public hearing on Ordinance No. 25-22 be closed and that it be resolved that this ordinance was posted on the bulletin board on which public notices are customarily posted and will now be published on the Borough Website under [Public Notices](#). Copies of said ordinance were made available to the general public.

Motion to close public hearing on Ordinance 25-22 Ruocco Second Osso

Ayes: Councilmember Trochimiuk, Colletti, Mazza-Chiong, Council President Osso, Ruocco

Nays: none

Absent: Fox

Motion to adopt Ordinance No. 25-22 Colletti Second Ruocco

Ayes: Councilmember Colletti, Mazza-Chiong, Council President Osso, Ruocco, Trochimiuk

Nays: none

Absent: Fox

Now, therefore, be it resolved that this ordinance is adopted and the Borough Clerk is authorized to advertise the same according to law.

25-23 – Adoption

Capital Ordinance of the Borough of Hillsdale, In the County of Bergen, New Jersey Authorizing the Undertaking of Various Improvements to Stonybrook Swim Club In, By and For the Swim Pool Utility of the Borough, Appropriating Therefor the Sum of \$50,000.00 and Providing That Such Sum So Appropriated Shall be Raised from Swim Pool Utility Capital Fund Balance

BE IT ORDAINED by the Borough Council of the Borough of Hillsdale, in the County of Bergen, New Jersey, as follows:

Section 1. The Borough of Hillsdale, in the County of Bergen, New Jersey (the "Borough") is hereby authorized to undertake various improvements to Stonybrook Swim Club in, by and for the Swim Pool Utility of the Borough. Said improvements shall include all work, materials and appurtenances necessary and suitable therefor.

Section 2. The sum of \$50,000 is hereby appropriated to the payment of the cost of the improvements authorized and described in Section 1 hereof (hereinafter referred to as "purpose"). Said appropriation shall

be raised from Swim Pool Utility Capital Fund Balance. The sum of \$50,000 is hereby appropriated from Swim Pool Utility Capital Fund Balance to the payment of the cost of said purpose.

Section 3. Said improvements are lawful capital improvements of the Borough having a period of usefulness of at least five (5) years. Said improvements shall be made as general improvements, no part of the cost of which shall be assessed against property specially benefited.

Section 4. The capital budget is hereby amended to conform with the provisions of this capital ordinance to the extent of any inconsistency therewith and the resolutions promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, is on file with the Borough Clerk and is available for public inspection.

Section 5. This ordinance shall take effect at the time and in the manner provided by law.

Motion to open public hearing on Ordinance 25-23 Ruocco Second Mazza

Ayes: Councilmember Mazza-Chiong, Council President Osso, Ruocco, Trochimiuk, Colletti

Nays: none

Absent: Fox

I will now open the meeting to the public. If anyone desires to be heard regarding Ordinance No 25-23, please say your name and wait to be recognized, once recognized state your name and address for the record.

I will now entertain a motion that the public hearing on Ordinance No. 25-23 be closed and that it be resolved that this ordinance was posted on the bulletin board on which public notices are customarily posted and will now be published on the Borough Website under [Public Notices](#). Copies of said ordinance were made available to the general public.

Motion to close public hearing on Ordinance 25-23 Trochimiuk Second Ruocco

Ayes: Councilmember Mazza-Chiong, Council President Osso, Ruocco, Trochimiuk, Colletti

Nays: none

Absent: Fox

Motion to adopt Ordinance No. 25-23 Trochimiuk Second Osso

Ayes: Council President Osso, Councilmember Ruocco, Trochimiuk, Colletti, Mazza-Chiong

Nays: none

Absent: Fox

Now, therefore, be it resolved that this ordinance is adopted and the Borough Clerk is authorized to advertise the same according to law.

[25-24 – \(Introduction\)](#)

Ordinance of the Borough of Hillsdale, County of Bergen, State of New Jersey to Replace §286, Trees, in the Code of the Borough of Hillsdale

This ordinance was pulled.

RESOLUTIONS:(Consent Agenda): 25223 through 25237

[25223](#) Awarding a Non-Fair and Open Contract with CivicPlus for Social Media Archiving

WHEREAS, the Borough of Hillsdale has a need for Social Media Archiving for record compliance; and

WHEREAS, the Borough Administrator has recommended that Civic Plus located at 302 South 4th Street, Suite 500 Manhattan, KS 66502 is the most advantageous to the Borough; and

WHEREAS, this contract is being awarded for a one (1) year period October 21, 2025 through October 20, 2026 at an amount not exceed \$4,617.27; and

NOW, THEREFOR, BE IT RESOLVED, that Council of the Borough of Hillsdale authorize the Mayor and/or Borough Administrator to sign a contract with Civic Plus located at 302 South 4th Street, Suite 500 Manhattan, KS 66502 for Social Media Archiving for a one (1) year period October 21, 2025 through October 20, 2026 at an amount not to exceed \$4,617.27.

[25224](#) Chapter 159 – National Opioid Settlement

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

WHEREAS, the Borough of Hillsdale has received a grant in the amount of \$1,721.69 from the National Opioid Settlement Fund for the purpose of addressing Opioid use prevention in the Borough, and wishes to amend its 2025 budget to include this amount as a revenue,

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Hillsdale hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue from:

Miscellaneous Revenues:
Special Items of General Revenue Anticipated with Prior Written
Consent of Director of Local Government Services - Public and
Private Revenues Offset with Appropriations:
National Opioid Settlement

BE IT FURTHER RESOLVED that a like sum of \$1,721.69 be and the same is hereby appropriated under the caption of:

General Appropriations:
(A) Operations - Excluded from "CAPS"
Public and Private Appropriations Offset by Revenues:
National Opioid Settlement
Other Expenses - \$1,721.69

BE IT FURTHER RESOLVED that the Chief Financial Officer will enter the approved resolution into the FAST system for approval by the Division of Local Government Services.

[25225](#) Chapter 159 – National Opioid Settlement

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

WHEREAS, the Borough of Hillsdale has received a grant in the amount of \$973.95 from the National Opioid Settlement Fund for the purpose of addressing Opioid use prevention in the Borough, and wishes to amend its 2025 budget to include this amount as a revenue,

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Hillsdale hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue from:

Miscellaneous Revenues:
Special Items of General Revenue Anticipated with Prior Written
Consent of Director of Local Government Services - Public and
Private Revenues Offset with Appropriations:
National Opioid Settlement

BE IT FURTHER RESOLVED that a like sum of \$973.95 be and the same is hereby appropriated under the caption of:

General Appropriations:
(A) Operations - Excluded from “CAPS”
Public and Private Appropriations Offset by Revenues:
National Opioid Settlement
Other Expenses - \$973.95

BE IT FURTHER RESOLVED that the Chief Financial Officer will enter the approved resolution into the FAST system for approval by the Division of Local Government Services.

[25226](#) Resolution Authorizing the Appointment of a Deputy Registrar

WHEREAS, under N.J.S.A. 26:8-17—the LOCAL REGISTRAR shall appoint a deputy to assist in the normal day to day operations in the office and whose duties shall be to act in the registrar’s stead in case of absence, disability or death of the registrar; and

WHEREAS, the Local Registrar feels it would be in the best interest to reappoint Eileen McLaughlin, who currently holds the certification of a Certified Municipal Registrar, and

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Borough of Hillsdale that Eileen McLaughlin, be and is hereby appointed to the position of Deputy Registrar of Vital Statistics for the term

commencing October 28, 2025 through October 27, 2028 with an annual stipend to be fixed by the Borough's Salary Ordinance.

[25227](#) Resolution to Authorize the Payout of Accumulated Compensatory Time

WHEREAS, Employee # 0530-01-7000-00-00019 has accrued compensatory time due from the Borough and has requested payment for this time; and

WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Borough employee that is not specified in the salary ordinance; and

WHEREAS, it has been determined by the Borough Deputy Treasurer as evidenced by her signature "on file" that adequate funding is available for such payment in the current budget for Accumulated Absences.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Hillsdale, County of Bergen, State of New Jersey that payments to employee 0530-01-7000-00-00019 in the amount of \$10,118.15 less required deductions is authorized and chargeable to the 2025 Budget account 5-30-101-01-000-000.

[25228](#) Resolution of the Borough of Hillsdale Amending Resolution 25212 Appointing Keith Dalton as Construction Official and Building Subcode Official Within the Building Department of the Borough of Hillsdale

WHEREAS, due to a retirement, a vacancy will exist in the positions of Construction Official and Building Subcode Official within the Building Department of the Borough of Hillsdale and after a personnel search, the Borough Administrator recommended that Keith Dalton be employed by the Borough of Hillsdale and appointed to both of the aforesaid positions; and

WHEREAS, at a recent meeting of the Governing Body Resolution 25212 was adopted erroneously appointing Keith Dalton to the position of Construction Official only; and

WHEREAS, it was the intention of the Governing Body that Mr. Dalton be appointed to the position of both Construction Official and Building Subcode Official; and

WHEREAS, Keith Dalton maintains all necessary licenses and certifications in good standing to hold both the position of Construction Official and Building Subcode Official including but not limited to New Jersey Construction Official License (Lic. #011083); and

WHEREAS, pursuant to §124-6 of the Borough of Hillsdale Code and N.J.S.A. 52:27D-126, Resolution 25212 shall be amended and Keith Dalton's appointment as both the Construction Official and the Building Subcode Official shall be for a four (4) year term and shall commence on August 11, 2025 at a salary of \$50,000.00 per year for 20 hours per week; and

NOW, THEREFORE, BE IT RESOLVED, this 12th day of August, 2025, by the Mayor and Council of the Borough of Hillsdale, County of Bergen, State of New Jersey as follows:

- 1.) Pursuant to §124-6 of the Borough of Hillsdale Code and N.J.S.A. 52:27D- 126, Keith Dalton (Lic. #011083) is appointed as the Construction Official and Building Subcode Official for the Borough of Hillsdale for a four (4) year term commencing August 11, 2025

[25229](#) Resolution Authorizing the Borough Clerk to Advertise Bids Regarding (2) Supplemental Garbage Truck Rentals and (2) Operators for 2025 Leaf Removal

WHEREAS, the Borough desires to utilize supplemental garbage truck(s) and operator(s) for leaf removal throughout the Borough during the leaf season; and

WHEREAS, in order to effectuate such use, the Borough desires to rent a supplemental garbage truck(s) and hire an operator(s) for the truck(s), which would serve this purpose; and

WHEREAS, there is a need to publicly advertise for bidders for the rental of an additional garbage truck(s) and operator(s) during the leaf season; and

WHEREAS, bid specifications shall be prepared and utilized in connection with this matter.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of Hillsdale, County of Bergen, State of New Jersey, that the Municipal Clerk is hereby authorized to advertise for Bids regarding the rental of supplemental garbage truck(s) and operator(s) of truck(s) for the upcoming 2025 leaf season.

[25230](#) Resolution Authorizing Refund of Tax Overpayments – various

WHEREAS, 3rd Quarter tax payments were received from multiple title companies and CoreLogic due to the sale of homes in the Borough of Hillsdale; and

WHEREAS, CoreLogic has requested the overpayments be returned directly to CoreLogic, and;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Hillsdale authorize the Tax Collector to refund the following taxes:

Block 708 Lot 21
27 Ell Road \$ 3,621.89
Callari, Thomas & Megan

Block 1613 Lot 8
178 Arthur Street \$ 2,276.64
Gilmore, Barbara

Block 1702 Lot 11
85 Washington Avenue \$4,347.65
Greve, Thomas & Barbara

TOTAL TO BE REFUNDED: \$ 10,246.18

Refund to: CoreLogic
Attn: Escrow Refunds
3001 Hackberry Road

[25231](#) Resolution Authorizing Refund of Tax Overpayment – Block 1501 Lot 1

WHEREAS, GreenPro Environmental LLC paid the property taxes for 340 Broadway Realty LLC, 340 Broadway, Block 1501, Lot 1 for 3rd quarter 2025 in error, duplicating the payment received from CoreLogic; and

WHEREAS, after review, the tax collector has deemed the refund should be returned to GreenPro Environmental LLC; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Hillsdale authorize the Tax Collector to refund the following taxes:

Block 1501, Lot 1 \$ 4,469.29
340 Broadway

TOTAL TO BE REFUNDED: \$ 4,469.29

Refund to: GreenPro Environmental LLC
288 Broadway
Hillsdale, NJ 07642

[25232](#) Resolution Authorizing a Veteran Deduction – Block 1113 Lot 2

WHEREAS, a veteran deduction for 2025 was approved for Block 1113, Lot 2, 26 Yesler Way, Carollo, Joseph by the tax assessor, Patrick Wilkins; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Hillsdale authorize the Tax Collector to credit the veteran deduction to the 4th Quarter 2025 tax billing

Block 1113 Lot 2
26 Yesler Way
Carollo, Joseph & Carol

Total to be credited \$ 250.00

[25233](#) Resolution Authorizing a Contract with Organic Recycling, Inc for use of the Leaf Disposal Facility

WHEREAS, the Mayor and Council recognize that the Borough needs a facility to drop off leaves collected each year; and

WHEREAS, the DPW Superintendent have sought various vendors to price the cost of this service; and

WHEREAS, it is the recommendation that the Borough hire Organic Recycling, Inc located at 121 Route 303 Bldg #1 Orangeburg, NY 10962, who will charge the price of \$14.75 (Fourteen Dollars and Seventy-Five Cents) per cubic yard for compacted leaves or \$11.50 (Eleven Dollars and Fifty Cents) per cubic yard for loose leaves that are delivered to their composting facility pursuant to their February 4, 2025 proposal; and

WHEREAS, since this is a recycling contract it is an exception to the Local Public Contracts Law and no public bid is required.

WHEREAS, Organic Recycling inc., has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Borough of Hillsdale in the previous one (1) year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the mandatory equal employment opportunity language N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27 is hereby incorporated into the contract; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council that the Borough Administrator is authorized to sign purchase orders between the Borough of Hillsdale and Organic Recycling at a price of \$14.75 (Fourteen Dollars and Seventy-Five Cents) per cubic yard for compacted leaves or \$11.50 (Eleven Dollars and Fifty Cents) per cubic yard for loose leaves from October 2025 through March 2026; and

BE IT FURTHER RESOLVED, that notice of this action as an exception to the Local Public Contracts Law be published in the newspaper of record as soon as possible.

[25234](#) Resolution Authorizing the Return of Unused Escrow Funds -Block 1914 Lot 1

WHEREAS, the following applications have been made to the Borough of Hillsdale for approvals and has since received such approval; and

WHEREAS, requests were made by the applicants to have any unused escrow funds be returned; and

WHEREAS, it was reported by the Finance Department that a balance does remain in each of the listed 2025 General Trust Escrow Accounts below and funds may be refunded to each applicant; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Hillsdale, that the funds on deposit in the 2025 General Trust Account in connection with the properties listed below in Hillsdale, NJ 07642; be released/refunded by the Borough.

<u>BLOCK LOT</u>	<u>DESCRIPTION</u>	<u>REFUND AMOUNT</u>	<u>PROJECT #</u>
1914 1	Refund Unused Escrow	\$50.00	MAI0010004

[25235](#) Resolution Authorizing the Return of Unused Escrow Funds – Block 4 Lots 38-41

WHEREAS, the following applications have been made to the Borough of Hillsdale for approvals and has since received such approval; and

WHEREAS, requests were made by the applicants to have any unused escrow funds be returned; and

WHEREAS, it was reported by the Finance Department that a balance does remain in each of the listed 2025 General Trust Escrow Accounts below and funds may be refunded to each applicant; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Hillsdale, that the funds on deposit in the 2025 General Trust Account in connection with the properties listed below in Hillsdale, NJ 07642; be released/refunded by the Borough.

<u>BLOCK</u>	<u>LOT</u>	<u>DESCRIPTION</u>	<u>REFUND AMOUNT</u>	<u>PROJECT #</u>
4	38-41	Refund Unused Escrow	\$100.00	HAR0030004

[25236](#) Resolution Authorizing the Return of Unused Escrow Funds – Block 602 Lot 11

WHEREAS, the following applications have been made to the Borough of Hillsdale for approvals and has since received such approval; and

WHEREAS, requests were made by the applicants to have any unused escrow funds be returned; and

WHEREAS, it was reported by the Finance Department that a balance does remain in each of the listed 2025 General Trust Escrow Accounts below and funds may be refunded to each applicant; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Hillsdale, that the funds on deposit in the 2025 General Trust Account in connection with the properties listed below in Hillsdale, NJ 07642; be released/refunded by the Borough.

<u>BLOCK</u>	<u>LOT</u>	<u>DESCRIPTION</u>	<u>REFUND AMOUNT</u>	<u>PROJECT #</u>
602	11	Refund Unused Escrow	\$50.00	VIT0010002

[25237](#) Resolution Authorizing the Borough of Hillsdale to Process Return of Excess Contributions for Healthcare Coverage

WHEREAS, the Borough of Hillsdale (“Borough”) has hereto for accepted the retirement of Sean Smith (“Smith”) as the Chief of Police with the Hillsdale Police Department (“HPD”); and

WHEREAS, the Borough had collected Chapter 78 contributions for Smith for healthcare coverage during his employment with HPD; and

WHEREAS, the Borough has reviewed its records, and it is apparent that Smith was not enrolled under Borough’s healthcare plan for certain periods of his employment; and

WHEREAS, as a result of the forgoing, the Borough collected \$4,698.68 from Smith which should be returned to him; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hillsdale that the Borough Administrator, Borough Labor Attorney, and Borough Staff of the Borough of Hillsdale be and hereby are authorized to process the return of \$4,698.68 to Smith as a result of the collection of Chapter 78 contributions.

BE IT FURTHER RESOLVED that certified copies of this Resolution shall be forwarded to all parties involved in the administration of this action.

Motion Ruocco Second Trochimiuk

Ayes: Councilmember Trochimiuk, Colletti, Mazza-Chiong, Council President Osso, Ruocco

Nays: none

Absent: Fox

COUNCIL COMMENTARIES:

Mayor Sheinfield -

He reminded everyone about the upcoming Fall Festival taking place this Saturday from 12:00 to 4:00 p.m. and encouraged all residents to attend. Appreciation was expressed to the Board of Education for their cooperation and transparency during the construction at George White School. The Board has been very accommodating, providing updates and access to council members during site visits, even down to details such as dumpster placement. He encourages residents to share their ideas for the new community center, and they were invited to reach out directly if they had suggestions.

Councilman Colletti –

Echoed support for the Fall Festival and congratulated everyone involved in successfully completing the George White School project. He also offered thoughts and prayers for those who lost loved ones on 9/11, remembering the victims and heroes, and emphasized the importance of never forgetting that day.

Council President Osso-

Also offered thoughts and prayers for those who lost loved ones on 9/11, remembering the victims and heroes, and emphasized the importance of never forgetting that day.

Council Member Mazza-Chiong –

Offered her thoughts and prayers for those who lost loved ones on 9/11.

Councilman Ruocco-

Encouraged attendance at the 9/11 memorial, both at 8:30 am with the emergency services and at 7:30 pm with the boy scouts in Veteran’s Park. He was in one of the buildings during the 1993 bombing and passed through the buildings on 9/11. He feels fortunate to be still alive.

ADJOURNMENT:

Motion to adjourn Mazza-Chiong Second Osso

All in Favor: Councilmember Colletti, Mazza-Chiong, Council President Osso, Ruocco, Trochimiuk

Fox: Absent

Denise Kohan, Municipal Clerk

APPROVED AS PRESENTED