

MAYOR AND COUNCIL MEETING AGENDA & MATERIALS THURSDAY, APRIL 24, 2025 7:00 P.M.

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
COMBINED WORK AND REGULAR SESSION
APRIL 24, 2025 AT 7:00 P.M.

Mayor
Amy Wilczynski
Councilmembers
Matthew O'Toole
Liz Homan
Susanne Lovisolo
Edward O'Connell
Tyler Yaccarino
Joseph Daloisio

A combined Work and Regular Session of the Mayor and Council of the Borough of Allendale will be held in-person on April 24, 2025 beginning at 7:00 pm in the Mayor & Council Chambers at the Allendale Municipal Building, 500 West Crescent Avenue, Allendale, New Jersey 07401.

CALL TO ORDER:

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT:

ROLL CALL:

SALUTE TO FLAG:

PRESENTATIONS:

A. 2025 Municipal Budget Presentation - Lerch, Vinci & Bliss, Borough Auditors.

APPROVAL OF MINUTES: March 27, 2025 and April 10, 2025 Work & Regular meeting.

AGENDA REVIEW:

PUBLIC COMMENT ON AGENDA ITEMS ONLY:

SECOND READING AND PUBLIC HEARING

ORDINANCE 25-05: CALENDAR YEAR 2025 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14).

ORDINANCE 25-06: AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, ADDITIONS TO NONCONFORMING STRUCTURES, CHAPTER 270-37(A).

INTRODUCTION OF ORDINANCES:

ORDINANCE 25-08: AN ORDINANCE AMENDING CHAPTER 203, "PUBLIC PLACES", ARTICLE III, SECTION 19 "DEFINITIONS" AND SECTION 20 "USE OF RECREATIONAL FACILITIES; FEES; RULES AND REGULATIONS," OF THE CODE OF THE BOROUGH OF ALLENDALE.

RESOLUTIONS:

- A. 2025 Local Municipal Budget
 - 1. RES 25-125: Read Budget by Title Only.
 - 2. Public Comment on Adoption of 2025 Local Municipal Budget.
 - 3. RES 25-126: Adopt 2025 Local Municipal Budget.

CONSENT AGENDA:

Matters listed below are considered routine and will be enacted by one motion of the Council and one roll call vote. There will be no separate discussion of these items unless a Council member requests an item be removed for consideration.

RES 25-127:	A Resolution Approving The State Board Judgment.
RES 25-128:	Authorization To Release Of Escrow Funds - Performance Guarantee .
RES 25-129:	Authorization of 2025 Crestwood Lake Salaries.
RES 25-130:	Authorization to Solicit Bids For 2025 Crestwood Lake Concession.
RES 25-131:	Appointment of Radio Police Dispatcher, Fill-In Per Diem, Hourly.
RES 25-132:	Approval of April 24, 2025 List of Bills.

ADMINISTRATION:

- A. Council Report
- B. Staff Reports
- C. Mayor's Report

UNFINISHED BUSINESS:

NEW BUSINESS:

PUBLIC COMMENTS ON ANY MATTER:

Those wishing to speak will have a three (3) minute time limit to address the governing body. Large groups are asked to have a spokesperson represent them.

ADJOURNMENT:

This agenda was prepared as of 04/23/2025 with all available information as of this date. Additional items may be added to this agenda. Final action may be taken on all matters listed or added to this agenda.

BOROUGH OF ALLENDALE COUNTY OF BERGEN STATE OF NEW JERSEY

ORDINANCE # 25-05

CALENDAR YEAR 2025
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION
LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% or the cost of living adjustment, whichever is less, unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, the cost of living adjustment for calendar year 2025 budget is calculated at 2.5% pursuant to N.J.S.A. 40A:4-45.2; and

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Mayor and Council of the Borough of Allendale in the County of Bergen finds it advisable and necessary to increase its CY 2025 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Mayor and Council hereby determines that a 1.0% increase in the budget for said year, amounting to \$114,420 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Mayor and Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Mayor and Council of the Borough of Allendale in the County of Bergen, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2025 budget year, the final appropriations of the Borough of Allendale shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by up to 3.5%, amounting to \$400,469, and that the CY 2025 municipal budget for the

Borough of Allendale be approved and adopted in accordance with this ordinance; and.

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

	Motion	Second	Yes	No	Abstain	Absent
Councilman Yaccarino						
Councilman O'Toole						
Councilwoman Homan						
Councilwoman Lovisolo						
Councilman Daloisio						
Councilman O'Connell						
Mayor Wilczynski						

Linda Louise Cervino, RMC	Amy Wilczynski
Municipal Clerk	Mayor

BOROUGH OF ALLENDALE COUNTY OF BERGEN STATE OF NEW JERSEY

ORDINANCE # 25-06

AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, ADDITIONS TO NONCONFORMING STRUCTURES, CHAPTER 270-37(A)

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Chapter 270-37(A) of the Code of the Borough of Allendale, be and hereby is amended, supplemented and revised to add the following provision to said Chapter:

- A. Any nonconforming principal or accessory residential structure may be altered or enlarged without Land Use Board approval, provided that all of the following conditions are met:
 - (1) Use of same is permitted in the district;
 - (2) Such alteration or enlargement complies with all applicable development regulations as defined by this Zoning Code;
 - (3) Such alteration or improvement does not result in any vertical expansion above any existing nonconformity;
 - (4) Such alteration or improvement does not result in the closure or enclosure of any existing, open nonconformity, such as open deck; and

BE IT FURTHER ORDAINED that, except as modified herein, all other provisions of Chapter 270 shall remain in full force and effect as previously adopted.

	Motion	Second	Yes	No	Abstain	Absent
Councilman Yaccarino						
Councilman O'Toole						
Councilwoman Homan						
Councilwoman Lovisolo						
Councilman Daloisio						
Councilman O'Connell						
Mayor Wilczynski						

I hereby certify	the above	e to be a	a true c	opy of a	an Ordina	nce adopted	l by	the
Governing Body	of the Bo	orough c	of Allen	dale on	April 24,	2025.		

Linda Louise Cervino, RMC	Amy Wilczynski
Municipal Clerk	Mayor

BOROUGH OF ALLENDALE COUNTY OF BERGEN STATE OF NEW JERSEY

ORDINANCE # 25-08

AN ORDINANCE AMENDING CHAPTER 203, "PUBLIC PLACES", ARTICLE III, SECTION 19 "DEFINITIONS" AND SECTION 20 "USE OF RECREATIONAL FACILITIES; FEES; RULES AND REGULATIONS," OF THE CODE OF THE BOROUGH OF ALLENDALE

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that the code of the Borough of Allendale is hereby amended as follows to add/modify the following sections only:

§ 203-19 "Definitions"

COMMUNITY CENTER – The name of the premises now officially designated by that name and located at 210 West Crescent Avenue and known and designated as Lot 20 in Block 1005 on the Assessment Map of the Borough of Allendale.

RECREATIONAL FACILITIES

Includes all facilities owned and operated by the Borough of Allendale for recreational purposes, including swimming and other athletic facilities, beach, lake and picnic areas, playgrounds, parks and nature preserves and all areas for parking of vehicles adjoining such recreational facilities. This definition shall also include the Community Center.

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that the code of the Borough of Allendale is hereby amended to read as follows:

§203-20, "Use of recreational facilities; rules and regulations"

- A. Annually, by resolution, unless the Council determines the current fees are sufficient, establish fees to be charged for the use of recreational facilities and participation in recreation programs.
- D. Establish a policy for the use of parks and/or recreation facilities by groups or individuals applying for reserved spaces for such recreation activities as basketball, pickleball, swimming, picnics, and other activities.

F. Establish Rules and Regulations and/or a Code of Conduct for any person or group who uses or enters any park and/or recreation facility.

BE IT FURTHER ORDAINED that, except as modified herein, all other provisions of Chapter 203 remain in full force and effect as previously adopted.

	Motion	Second	Yes	No	Abstain	Absent
Councilman Yaccarino						
Councilman O'Toole						
Councilwoman Homan						
Councilwoman						
Lovisolo						
Councilman Daloisio						
Councilman O'Connell						
Mayor Wilczynski						

I hereby certify the above to be a true copy of an Ordinance introduced by the Governing Body of the Borough of Allendale on April 24, 2025.



DATE: 04/24/2025

RESOLUTION# 25-125

Council	Motion	Second	Yes	No	Abstain	Absent	
Yaccarino							
O'Toole							□Carried
Homan							□Defeated
Lovisolo							□Tabled
Daloisio							□Approved on
O'Connell							Consent Agenda
Mayor							
Wilczynski							

AUTHORIZATION FOR MUNICIPAL BUDGET TO BE READ BY TITLE ONLY

WHEREAS, the Budget, as advertised, shall be read in full, or it may be read by title, if the following conditions have been met:

- 1. At least one week prior to the date of the hearing, a complete copy of the approved budget shall be made available to each person requesting the same, and
- 2. The governing body shall, by resolution passed by not less than a majority of the full membership, determine that the budget shall be read by title only.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the aforementioned conditions have been met, and the 2025 Municipal Budget may be read by title only.

DATE: 04/24/2025

RESOLUTION# 25-126

Council	Motion	Second	Yes	No	Abstain	Absent	
Yaccarino							
O'Toole							□Carried
Homan							□Defeated
Lovisolo							□Tabled
Daloisio							□Approved on
O'Connell							Consent Agenda
Mayor							
Wilczynski							

ADOPTION OF 2025 LOCAL MUNICIPAL BUDGET

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of \$11,114,779.00 for Municipal Purposes, \$116,228.00 for Open Space Trust Fund Levy and \$816,227.00 for Minimum Library Levy.

DATE: 04/24/2025

RESOLUTION# 25-127

Council	Motion	Second	Yes	No	Abstain	Absent	
Yaccarino							
O'Toole							□Carried
Homan							□Defeated
Lovisolo							□Tabled
Daloisio							□Approved on
O'Connell							Consent Agenda
Mayor							
Wilczynski							

A RESOLUTION APPROVING THE STATE BOARD JUDGMENT

BE IT RESOLVED by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to issue the following overpayment check due to State Board Judgment for the tax year 2024.

Block/Lot	Name	Property Location	Amount
1301/17	Spiotti & Associates, 612 Godwin Avenue Midland Park, NJ 07034 Trustee for: Ian E & Victoria A Jackson	294 Schuyler Road	\$1,742.03

DATE: 04/24/2025

RESOLUTION# 25-128

Council	Motion	Second	Yes	No	Abstain	Absent	
Yaccarino							
O'Toole							□Carried
Homan							□Defeated
Lovisolo							□Tabled
Daloisio							□Approved on
O'Connell							Consent Agenda
Mayor							
Wilczynski							

AUTHORIZATION TO RELEASE OF ESCROW FUNDS – PERFORMANCE GUARANTEE – 22 MAPLE REALTY, LLC, 22 MAPLE STREET, BLOCK 1808, LOT 2

WHEREAS, the applicant, 22 Maple Realty, LLC, with an address of 22 Maple Street, Block 1808, Lot 2, in the Borough of Allendale, County of Bergen, State of New Jersey has requested an escrow release; and

WHEREAS, the Chief Financial Officer of the Borough of Allendale reports the following account was posted with the Borough for this application:

Performance Guarantee \$5,200.00

WHEREAS, the Borough Engineer has reviewed the project file and on 04/21/2025 indicated that the project is complete; and

WHEREAS, all final invoices have been processed; and

WHEREAS, the Borough Engineer has no objection to releasing the Performance Guarantee as requested by the applicant; and

WHEREAS, the Governing Body has reviewed the memo, a copy of which is attached hereto and incorporated herein.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body that the Performance Guarantee in the amount of \$5,201.36 be released to 22 Maple Realty, LLC at this time.

Linda	Louise	Cervino	, RMC
	M	[unicipal	Clerk

DATE: 04/24/2025

RESOLUTION# 25-129

Council	Motion	Second	Yes	No	Abstain	Absent	
Yaccarino							
O'Toole							□Carried
Homan							□Defeated
Lovisolo							□Tabled
Daloisio							□Approved on
O'Connell							Consent Agenda
Mayor							
Wilczynski							

AUTHORIZATION OF 2025 CRESTWOOD LAKE SALARIES

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that the following salaries are hereby approved for the Crestwood Lake Swim Club 2025 Season as follows:

(SEE ATTACHED LIST)

BE IT FURTHER RESOLVED that the date of hire for the attached employees is effective May 12, 2025.

DATE: 04/24/2025

RESOLUTION# 25-129

DIRECTOR									
First Name	Last Name	Salary							
Tom	Viscardi	\$20,400							
ASSIS	ASSISTANT DIRECTORS								
First Name	Last Name	Salary							
Leighton	Yates	\$10,965							
Kevin	Hughes	\$10,965							
SO	CIAL COMMITT	EE							
First Name	Last Name	Salary							
Nicole	Martino	\$6,000.00							
HEAD GUARDS									
First Name	Last Name	Hourly Pay							
Joseph	Torres	\$17.00							
Meg	Higgins	\$17.00							
Christina	Hughes	\$17.00							
	SWIM COACHE	S							
First Name	Last Name	Hourly Pay							
	GATE PEOPLE								
First Name	Last Name	Hourly Pay							
Julia	Buono	\$14.75							
Kendall	Krawczyk	\$14.75							
Anna	Lish	\$14.75							
Norah	Marron	\$14.75							
Sydney	VanSlooten	\$14.75							
Sadie	Meloro	\$14.75							
Taylor	Leishman	\$14.75							
Violette	Viscardi	\$14.75							

LIFECULARRO							
LIFEGUARDS							
First	Last	Hourly Pay					
Chloe	Anselmi	\$15.50					
Anastasia	Argyros	\$15.50					
Alana	Arjona	\$15.50					
Margaret	Bainbridge	\$15.50					
Kelsey	Bennett	\$15.50					
Anika	Brauer	\$15.50					
Anna	Bryan-Jones	\$15.50					
Meghan	Buchanan	\$15.50					
Cooper	Burns	\$15.50					
Drishti	Chauhan	\$15.50					
Sophia	Chieffi	\$15.50					
Tess	Collum	\$15.50					
Edward	Conway	\$15.50					
Allison	Courtney	\$15.50					
Farrah	DelloRusso	\$15.50					
Henry	Fisher	\$15.50					
Rosa	Fusaro	\$15.50					
Theodore	Goebbert	\$15.50					
Alexa	Guevara	\$15.50					
Jake	Hascup	\$15.50					
Tori	Hascup	\$15.50					
Jack	Henderson	\$15.50					
Abigail	Henderson	\$15.50					
Avery	Hirsch	\$15.50					
Christian	Hobbis	\$15.50					

LIFEGUARDS						
First	Last	Hourly				
Rylee	Hulack	\$15.50				
Jaclyn	Huzinec	\$15.50				
Jacob	Kim	\$15.50				
Madeline	Knapp	\$15.50				
Zachary	Lenge	\$15.50				
Rebecca	Maclaren	\$15.50				
Sophia	Mamunes	\$15.50				
Candice	Massimi	\$15.50				
Sophia	Meller	\$15.50				
Ryan	Morea	\$15.50				
Liam	Murphy	\$15.50				
Erick	Narvarez	\$15.50				
Michael	O'Sullivan	\$15.50				
Colin	O'Sullivan	\$15.50				
Ava	Paparozzi	\$15.50				
Carter	Pataki	\$15.50				
Amaani	Patel	\$15.50				
Chloe	Pierre	\$15.50				
Allison	Reilly	\$15.50				
Jack	Reilly	\$15.50				
Autumn	Ritter	\$15.50				
Carly	Robinson	\$15.50				
Tristan	Ruffino	\$15.50				
Noah	Rybak	\$15.50				
Elle	St. Pierre	\$15.50				

LIFEGUARDS						
First Name Last Name Hourly						
Lucille	St. Pierre	\$15.50				
Cole	Stecker	\$15.50				
Levi	Stringham	\$15.50				
Deana	Syrvena	\$15.50				
Jacob	Toomey	\$15.50				
Chloe	Tsarnas	\$15.50				
Sophia	Van Biert	\$15.50				
Robert	Viscardi	\$15.50				
Matthew	Vitti	\$15.50				
Lawson	Vogel	\$15.50				
Jack	Warzala	\$15.50				
Cate	Weinberger	\$15.50				
Morgan	White	\$15.50				
Henry	Willkomm	\$15.50				
Madeleine	Willkomm	\$15.50				
Jessica	Wolf	\$15.50				
Sophia	Zhuma	\$15.50				

DATE: 04/24/2025

RESOLUTION# 25-130

Council	Motion	Second	Yes	No	Abstain	Absent	
Yaccarino							
O'Toole							□Carried
Homan							□Defeated
Lovisolo							□Tabled
Daloisio							□Approved on
O'Connell							Consent Agenda
Mayor							
Wilczynski		_					

AUTHORIZATION TO SOLICIT BIDS FOR 2025 CRESTWOOD LAKE CONCESSION

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that it hereby authorizes the Municipal Clerk to advertise and receive bids for "2025 Crestwood Lake Concession"; and

BE IT FURTHER RESOLVED that the final bid specifications be subject to form approval by the Borough Attorney.

DATE: 04/24/2025

RESOLUTION# 25-131

Council	Motion	Second	Yes	No	Abstain	Absent	
Yaccarino							
O'Toole							□Carried
Homan							□Defeated
Lovisolo							□Tabled
Daloisio							□Approved on
O'Connell							Consent Agenda
Mayor							
Wilczynski							

APPOINTMENT OF RADIO POLICE DISPATCHER, FILL-IN PER DIEM, HOURLY – ANDREW MILLER

WHEREAS, a need exists to hire a Radio Police Dispatcher, P/T, hourly on a fill-in per diem basis; and

WHEREAS, the Allendale Police Department has recommended his hire.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Andrew Miller be hired for the Radio Police Dispatcher, Fill-in Per Diem, hourly position in the Allendale Police Department at the rate of \$22.00/hour effective April 24, 2025.

Linda Louis	se Cervino, RMC
	Municipal Clerk

DATE: 04/24/2025

RESOLUTION# 25-132

Motion	Second	Yes	No	Abstain	Absent	
						□Carried
						□Defeated
						□Tabled
						□Approved on
						Consent Agenda
	Motion	Motion Second	Motion Second Yes	Motion Second Yes No	Motion Second Yes No Abstain	Motion Second Yes No Abstain Absent

APPROVAL OF APRIL 24, 2025 LIST OF BILLS

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby approves the Bill List dated April 24, 2025 in the amounts of:

Bill List Numbers	Ap	ril 24, 2025
Current Fund	\$	1,727,169.55
Payroll Account		184,230.29
General Capital		15,143.52
Animal Fund		
Grant Fund		
COAH/Housing Trust		10,384.17
Improvement & Beautification		
Unemployment Fund		1,059.00
Trust Fund		3,906.26
Water Operating		
Water Capital		
Total	\$	1,941,892.79
I Otal	φ	1,341,034.13

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on <u>April 24, 2025</u>.



THE BOROUGH OF ALLENDALE

NEW JERSEY

500 WEST CRESCENT AVENUE, ALLENDALE, NJ 07401 www.allendalenj.gov

OFFICE OF TAX COLLECTOR
OFFICE OF CHIEF FINANCIAL OFFICER

201-818-4400 EXT 205

I, Alison Altano, Chief Financial Officer of the Borough of Allendale, having reviewed the bill list for the Borough, do hereby certify that funds are available in the accounts so designated.

Certified 4/21/25

Alison Altano

Chief Financial Officer