



BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
MEETING AGENDA & MATERIALS
THURSDAY,
MAY 22, 2025
7:00 P.M.

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
COMBINED WORK AND REGULAR SESSION
MAY 22, 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 May 22, 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:

CLOSED SESSION:

A. [RES 25-148](#)/Authorize Closed Session

1. For the limited purpose of discussing pending and prospective affordable housing litigation and the municipal obligation with respect thereto.

APPROVAL OF MINUTES: May 8, 2025 Work & Regular meeting.

PRESENTATIONS: "National Public Works Week"

AGENDA REVIEW:

PUBLIC COMMENT ON AGENDA ITEMS ONLY:

SECOND READING AND PUBLIC HEARING:

[ORDINANCE 25-07A](#): AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, ACCESSORY BUILDINGS, CHAPTER 270-14(A).

INTRODUCTION OF ORDINANCES:

[ORDINANCE 25-09](#): AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, VEHICLES AND TRAFFIC, CHAPTER 252-62(A).

RESOLUTIONS:

SWEARING IN MUNICIPAL CLERK:

- A. [RES 25-149](#): Reappointment of Municipal Clerk – Linda Cervino
- B. Administer Oath of Office to Municipal Clerk, Linda Cervino

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 25-150 :	A Resolution Memorializing the lapse of Plenary Retail Distribution License #0201-44-004-004 issued to Walgreens Eastern Co., Inc. due to Non-Renewal for License Terms 2023-2024 and 2024-2025.
RES 25-151 :	Authorization for Mayor to Sign “Turn The Towns Teal” Participation Letter – Allendale Woman’s Club
RES 25-152 :	Authorizing the Purchase and Installation of a Public Address System at Crestwood Lake from Eastern Datacomm through Monmouth Ocean Educational Services Commission (MOESC) State Contract #289MOESC.
RES 25-153 :	Authorization for adoption of and amendment to Allendale Police Department Rules and Regulations.
RES 25-154 :	Approval of 2025/2026 Contract for one Class III Special Law Enforcement Officer at Northern Highlands High School.
RES 25-155 :	Approval of Waiver of 2025 Compost Permit Fee – Allendale Garden Club.
RES 25-156 :	Approval of Waiver of Fees for 2025 Crestwood Lake Membership Membership.
RES 25-157 :	Approval of the May 22, 2025 List of Bills
RES 25-158 :	Award Of Operation Crestwood Lake Concession Stand Vendor.
RES 25-159 :	Recognizing Juneteenth as an official Borough Holiday
RES 25-160 :	Appointment of an Hourly, Per Diem, Part-Time Building Monitor.

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 05/21/2025 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 # 25-07A

AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE
THE CODE OF THE BOROUGH OF ALLENDALE,
ACCESSORY BUILDINGS, CHAPTER 270-14(A)

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Chapter 270-14(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. Unless otherwise provided herein, no accessory building shall be built on any lot on which there is no principal building or structure. No accessory building shall exceed 21 feet in height, except in the industrial zone district, accessory buildings shall be at least 10 feet from any principal building situated on the same lot unless an integral part thereof; at least six feet from any other accessory building; and be at least a distance equal to the height to all other lot lines. The requirements of Article XV and Article XVI of this chapter shall apply to accessory buildings in the industrial zone district. **Farms shall be exempt from these requirements.**

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 to be a true copy of an Ordinance adopted by the Governing Body of the Borough of Allendale on May 22, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

Amy Wilczynski
Mayor

BOROUGH OF ALLENDALE
COUNTY OF BERGEN
STATE OF NEW JERSEY

ORDINANCE # 25-09

AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE
BOROUGH OF ALLENDALE, VEHICLES AND TRAFFIC, CHAPTER 252-62(A)

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Chapter 252-62(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:

§ 252-62. Parking permits; residents and nonresidents; shopper parking; parking meters.

A. Annual parking permits shall be issued by the Police Department for commuter parking in areas designated in the West Side Parking Area and East Side Parking Area. The Mayor, Council and Administrative Officer are empowered to establish rules and regulations for the sale and implementation of parking permits. Such rules and regulations shall be on file for public inspection at the office of the Borough Clerk. The hours of operation for the commuter parking shall be 5:00 a.m. prevailing time to 5:00 p.m. prevailing time. The yearly fee for said permits shall be established by resolution of the Borough Council and shall renew in September of each year. In addition, the fee for said permits for a partial year, March 1 through August 31, may also be established each year by resolution of the Borough Council.

BE IT FURTHER ORDAINED that, except as modified herein, all other provisions of Chapter 252 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 to be a true copy of an Ordinance introduced by the Governing Body of the Borough of Allendale on May 22, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-148

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

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

AUTHORIZATION TO ENTER INTO CLOSED EXECUTIVE SESSION

BE IT RESOLVED that in compliance with N.J.S.A. 10:4-12, the Mayor and Council of the Borough of Allendale entered into Closed Executive Session to discuss the following matters:

- A. RES 25-148/Authorize Closed Session
1. For the limited purpose of discussing pending and prospective affordable housing litigation and the municipal obligation with respect thereto.

BE IT FURTHER RESOLVED that Minutes will be taken of the meeting and released to the public at the time that the matter is resolved.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 22, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-149

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisollo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

REAPPOINTMENT OF MUNICIPAL CLERK – LINDA LOUISE CERVINO

WHEREAS, in accordance with N.J.S.A. 40A:9-133.a via Resolution #22-137, the Mayor and Council appointed Linda Louise Cervino to the position of Municipal Clerk effective May 23, 2022; and

WHEREAS, the initial term of a Municipal Clerk is three-years and said term is set to expire on May 23, 2025.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, that Linda Louise Cervino is hereby reappointed to the position of Municipal Clerk in the Borough of Allendale in accordance with N.J.S.A. 40A:9-133.b, et. seq.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 22, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-150

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisollo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

A RESOLUTION MEMORIALIZING THE LAPSE OF PLENARY RETAIL DISTRIBUTION LICENSE #0201-44-004-004 ISSUED TO WALGREENS EASTERN CO., INC. DUE TO NON-RENEWAL FOR LICENSE TERMS 2023-2024 AND 2024-2025

WHEREAS, Walgreens Eastern Co., Inc., located at 302 Wilmot Road, MS 3353, Deerfield, IL 60015, was the holder of Plenary Retail Distribution License No. 020144-004-004 issued by the Borough of Allendale; and

WHEREAS, the licensee failed to file for renewal of said license for the 2023-2024 and 2024-2025 license terms; and

WHEREAS, the licensee also failed to petition the Director of the New Jersey Division of Alcoholic Beverage Control for relief under N.J.S.A. 33:1-12.18 (commonly referred to as "12.18 relief") for either of those license terms; and

WHEREAS, pursuant to the provisions of Title 33 of the New Jersey Statutes and the regulations promulgated thereunder, the failure to file a timely renewal application or seek 12.18 relief results in the lapse of the license and the inability to renew or reactivate without special relief from the Director;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Allendale, County of Bergen, State of New Jersey, as follows:

The Governing Body hereby memorializes that Plenary Retail Distribution License No. 0201-44-004-004 issued to Walgreens Eastern Co., Inc. has lapsed due to non-renewal and failure to petition for relief for the 2023-2024 and 2024-2025 license terms.

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-150

The Municipal Clerk is hereby directed to update municipal records accordingly and provide notice of this resolution to the New Jersey Division of Alcoholic Beverage Control as appropriate.

This Resolution shall take effect immediately upon adoption.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 22, 2025.

DRAFT

Linda Louise Cervino, RMC
Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-151

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

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

**AUTHORIZATION FOR MAYOR TO SIGN "TURN THE TOWNS TEAL"
PARTICIPATION LETTER - ALLENDALE WOMAN'S CLUB**

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that the Mayor is hereby authorized to sign the Letter of Participation for the Allendale Woman's Club to participate in the Turn The Towns Teal campaign in support of National Ovarian Cancer Month in September 2025; and

BE IT RESOLVED FURTHER that a Hold Harmless Agreement will be obtained from the Allendale Woman's Club for the event.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 22, 2025.

Linda Louise Cervino, RMC
Municipal Clerk



Turn The Towns Teal®

A National Awareness Campaign for Ovarian Cancer

Dear Administrator:

Turn The Towns Teal® is a national campaign to create awareness of Ovarian Cancer, its often subtle symptoms and risk factors. Our ribbons are made in the USA, and our volunteers tie them primarily in town centers and provide stores, churches, health clubs, spas, libraries, etc., with symptom cards and information pertaining to Ovarian Cancer. We do this in September, which is National Ovarian Cancer Awareness Month. Our volunteers ~ across the USA ~ put the ribbons up on or about September 1st and take them down no later than September 30th. This will be our 19th successful year of raising awareness and saving women's lives. Please do visit our website at www.turnthetownsteal.org to see our campaign at work.

We are pleased and proud of the fact that literally thousands of women, men and children across the USA "Teal" their towns and neighborhoods, creating awareness of Ovarian Cancer.

There is NO early detection test for Ovarian Cancer, which is why we NEED women and men to be aware of the known symptoms and risk factors. If detected in the early stages, the survival rate for Ovarian Cancer is 90 to 95%, which is why this awareness campaign is so very, very critical.

Thanks to the support of towns and cities like yours, we KNOW for a fact that women's lives ARE being saved through this campaign!

Your signature on the bottom of this letter will indicate your permission for our campaign. Kindly return the signed letter back to the volunteer whose name and contact information is below. If you have any questions, please don't hesitate to email us at info@turnthetownsteal.org.

Most sincerely,

Jane MacNeil
President, **Turn The Towns Teal®**

MAYOR/TOWN OFFICIAL

TOWN/STATE

Please return the signed letter to the volunteer listed below. She/he is responsible for the campaign in your town.

VOLUNTEER NAME

EMAIL/CONTACT #

P.O. Box 65, Brookside, NJ 07926

(973) 543~2523

info@turnthetownsteal.org

www.turnthetownsteal.org

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-152

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisollo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

**AUTHORIZING THE PURCHASE AND INSTALLATION OF A PUBLIC ADDRESS
SYSTEM AT CRESTWOOD LAKE FROM EASTERN DATACOMM THROUGH
MONMOUTH OCEAN EDUCATIONAL SERVICES COMMISSION (MOESC)
STATE CONTRACT #289MOESC**

WHEREAS, the Borough of Allendale recognizes the need for a reliable and efficient public address (PA) system at Crestwood Lake, located at 300 West Crescent Avenue, Allendale, New Jersey 07401, to enhance communication and ensure public safety; and

WHEREAS, Eastern Datacomm, 44 Commerce Way, Hackensack, New Jersey 07601, has provided a proposal for the purchase and installation of a new PA system at Crestwood Lake in the amount of \$23,350.00; and

WHEREAS, this procurement shall be made pursuant to the competitive pricing offered through the Monmouth Ocean Educational Services Commission (MOESC) State Contract #289MOESC, as authorized under N.J.S.A. 40A:11-12a of the Local Public Contracts Law, which permits the use of contracts awarded by cooperative purchasing systems without the need for additional competitive bidding; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this expenditure;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, in the County of Bergen, State of New Jersey, as follows:

1. The purchase and installation of a new PA System at Crestwood Lake from Eastern Datacomm, 44 Commerce Way, Hackensack, New Jersey 07601, in the amount of \$23,350.00 is hereby authorized.
2. Said purchase shall be made under the MOESC Cooperative Bid: School Communicaitons & Safety Systems Cooperative Bid, State Contract #289MOESC in accordance with the terms and conditions therein.

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-152

3. The Mayor, Municipal Clerk, and other appropriate Borough officials are hereby authorized to take all necessary steps to effectuate this resolution, including the execution of all required contracts and documentation.

BE IT FURTHER RESOLVED that a copy of this resolution shall be forwarded to Eastern Datacomm, 44 Commerce Way, Hackensack, New Jersey 07601 and shall be maintained in the Borough records for audit and reference purposes.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 22, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

Eastern DataComm, LLC.

Phone: 201-457-3311

Fax: 201-457-1811

44 Commerce Way

Hackensack, NJ 07601

**Quote**No.: **16791**Date: **5/7/2025**

Prepared for:
Tom Viscardi (201) 981-4484
Crestwood Lake
300 W. Crescent Ave.
Allendale, NJ 07401 U.S.A.

Prepared by: Paul Zimmermann

Account No.: 16437

Quantity	Item ID	Description	UOM	Sell	Total
MOESC Cooperative Bid: 25-11 School Communications & Safety Systems Cooperative Bid - Co-op #289MOESC					
NOTE: This proposal for installing 9 wireless PA horns at Crestwood Lake is budgetary and will require a final site survey.					
This proposal does not include electrical outlets required at each location we plan to install the wireless horns and receivers. The wireless receiver modules each require a standard 120V AC power outlet to plug into for operation					
1	VIS-VS4820	Desktop Paging Base Station. Includes Handset Microphone.	EA	\$2,135.00	\$2,135.00
1.00	Special Part	VS101-HP High Power Transmitter. Includes Magnetic Mount Antenna (Transmit)	EA	\$2,215.00	\$2,215.00
1.00	Special Part	VS654 Outdoor Antenna Kit.	EA	\$610.00	\$610.00
1.00	Special Part	VS660-050 0.5" RG-8U Coax RF Transmission Line Assembly, 50 Feet	EA	\$295.00	\$295.00
5.00	Special Part	VNS2210 Wireless Paging Controller	EA	\$375.00	\$1,875.00
5.00	Special Part	VNS2252 Backup Battery	EA	\$45.00	\$225.00
9.00	Special Part	VNS2087 Horn Speaker for Indoor or Outdoor. Includes Mounting Bracket.	EA	\$180.00	\$1,620.00
5.00	Special Part	VNS2251 NEMA Enclosure	EA	\$205.00	\$1,025.00
1.00	Special Part	VS-LIC FCC License for One Main Site (10 Years).	EA	\$625.00	\$625.00
1.00	Prof Services - Configuration	System Configuration Service	EA	\$1,600.00	\$1,600.00
2.00	Prof Services - Training	On-site Training Services	EA	\$225.00	\$450.00
4.00	Prof Services - Project Management	Project Planning and Management Services	EA	\$225.00	\$900.00
1.00	Misc Cable Assembly	Special Part - Misc Cable Assembly (Backboards and parts to mount horns and outdoor receivers)	EA	\$500.00	\$500.00
1.00	Prof Services - Installation	On-Site Installation Service	EA	\$9,000.00	\$9,000.00
1.00	Special Part	Shipping Cost	EA	\$275.00	\$275.00

Your Price: \$23,350.00***Total: \$23,350.00**

*Applicable sales tax and freight to be added to invoice

Prices are firm until 6/6/2025

Terms: Upon Receipt

Prepared by: Paul Zimmermann, pzimmermann@easterndatacomm.com**Date:** 5/7/2025

Quote

No.: **16791**

Date: 5/7/2025

Accepted by: _____ **Date:** _____

Disclaimer

Terms for this quote are shown above and the FOB point is Hackensack, NJ. Any misc parts or freight will be prepaid and added to your invoice. All service/labor is subject to applicable sales tax if performed in NY/NJ/CT. All prices quoted are valid for 30 business days.

Please fax signed quote to (201) 457-1811 or send to the email address shown above so that your order can be placed. Thank you for your business.

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-153

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisollo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

**AUTHORIZATION FOR ADOPTION OF AND AMENDMENT TO
ALLENDALE POLICE DEPARTMENT RULES AND REGULATIONS**

WHEREAS, pursuant to N.J.S.A. 40A:14-118, Borough Code § 26-23, and Borough Code §26-30.1, the Mayor and Council of the Borough of Allendale are the Appropriate Authority designated and authorized to adopt and amend the rules and regulations for the government of the Allendale Police Department (the "Rules and Regulations") and the employees thereof; and

WHEREAS, the Borough's Chief of Police and Public Safety Committee have recommended an amendment to the Rules and Regulations as set forth herein; and

WHEREAS, the Borough's Mayor and Council as the Appropriate Authority, have determined such amendment to be appropriate and necessary for the governance of the Allendale Police Department, and desire by this resolution, to authorize such amendment;

NOW, THEREFORE, BE IT RESOLVED, by the Borough's Mayor and Council, that the amendment to the entirety of Section B of the Paragraph entitled "Selection Process" in Volume 2, Chapter 17 of the Allendale Police Department Standard Operating Procedures as set forth as follows, is hereby approved and adopted, effective immediately.

- B. (i) In the case of a selection process that only considers PTC certified officers, those candidates shall be a current PTC certified officer, or an Alternate Route graduate, or Alternate Route candidate(s), or a Special Class II, waiver eligible. The requirements in sections C(1) (Written Examination) and C(2) (Physical Examination) of the selection process may be waived at the discretion of the Chief of Police. Candidates shall only participate in the rest of the process as outlined in this policy. The selection of certified officers shall be a separate hiring process and shall not be done to circumvent an existing list of candidates. This process shall begin with the submission of a resume for review by the Chief of Police and continue as listed in this policy.

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-153

- (ii) In the case of a selection process that only considers police telecommunicators presently employed by the Borough, such candidates shall have been so employed by the Borough as a police telecommunicator for a period of not less than six (6) months. The requirements for such candidates in section C(1) (Written Examination) and section C(3) (Agency Oral Interview) may be waived at the discretion of the Chief of Police, and such candidates shall only participate in the rest of the process as outlined in the policy. The selection of police telecommunicators shall be a separate hiring process and shall not be done to circumvent an existing list of candidates. This process shall begin with the submission of a resume for review by the Chief of Police and continued as listed in this policy.

AND BE IT FURTHER RESOLVED that, except as set forth hereinabove, all other provisions of Volume 2, Chapter 17 of the Allendale Police Department Standard Operating Procedures shall remain in full force and effect.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 22, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-154

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisollo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

**APPROVAL OF 2025/2026 CONTRACT FOR ONE CLASS III SPECIAL LAW ENFORCEMENT
OFFICER AT NORTHERN HIGHLANDS HIGH SCHOOL**

WHEREAS, the Mayor and Council of the Borough of Allendale ("Allendale") has determined that it is in the best interests of Allendale, Northern Highlands Regional Board of Education ("Board"), and the community at large, to provide for the appointment of one (1) Class III Special Law Enforcement Officer ("SLEO") at Northern Highlands Regional High School for the 2025/2026 school year at a salary of \$39.25 per hour; and

WHEREAS, the Public Safety Committee on behalf of Allendale and representatives on behalf of the Board have agreed upon terms for appointment of one SLEO for the 2025/2026 school year and wish to memorialize same; and

WHEREAS, Board has advised Allendale that it has sufficient funding to provide for the establishment of such positions in accordance with the written agreement referenced herein, subject to subsequent authorization and appointment by Allendale; and

WHEREAS, Allendale, by adoption of this Resolution, authorizes the approval of said agreement, subject to written agreement and appointment resolution by Board regarding same as well as review and approval by the Borough Attorney.

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Allendale that it authorizes and approves a contract with the Northern Highlands Regional Board of Education for one (1) Class III Special Law Enforcement Officer at Northern Highlands Regional High School for the 2025/2026 school year, subject to written agreement and appointment resolution by Board regarding same as well as review by the Borough Attorney; and

BE IT FURTHER RESOLVED that the Mayor, the Municipal Clerk, the Chief Financial Officer and the Borough Attorney are authorized to take all appropriate actions so as to implement this Resolution.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 22, 2025.

Linda Louise Cervino, RMC
Municipal Clerk



*Northern Highlands Regional High School District
Business Office*

*Teri Powers
Administrative Assistant
201-327-8700 x573
powerst@northernhighlands.org*

May 14, 2025

Mrs. Linda Cervino, Borough Clerk
Borough of Allendale
500 W. Crescent Avenue
Allendale, NJ 07401

Dear Linda:

Enclosed please find two signed agreements with Northern Highlands Regional High School concerning the hiring and placement of our SLEO III for the 2025-2026 school year. An extract of minutes showing approval by the Board of Education is also enclosed.

Please return an executed copy to me as soon as possible.

Thank you for your attention.

Sincerely,

A handwritten signature in blue ink that reads "Teri Powers".

Teri Powers
Administrative Assistant

Enc.

EXTRACT OF MINUTES - CERTIFIED COPY
AS RECORDED IN THE OFFICIAL MINUTE BOOK

The Board of Education of the Northern Highlands Regional High School, Borough of Allendale, in the County of Bergen, New Jersey, convened in Re-Organization/Regular Session on May 12, 2025, at 7:30 p.m. in Room 100 at the Northern Highlands Regional High School, 298 Hillside Avenue, Allendale, New Jersey.

The following member(s) of the Board of Education were present: Mrs. Ferrarie, Mrs. Halperin, Mrs. Lenkowsky, Ms. Mario, Mrs. McCarthy, Mrs. Milston, Mr. Mulvey and Mrs. Warzala.

Mrs. Liljegren and Dr. Prince were absent.

The following motion was offered by Mrs. Halperin, seconded by Mrs. Lenkowsky, and adopted by the Board of Education by Roll Call Vote: 8-0-0.

- B-20.** Approve the agreement between Northern Highlands Regional High School District and the Borough of Allendale for the 2025-2026 school year concerning the hiring and placement of Special Law Enforcement Officers III (SLEO III), per attachment.

I, Sue Anne Mather, Secretary of the Board of Education of the Northern Highlands Regional High School, Borough of Allendale, in the County of Bergen, State of New Jersey, hereby certify that the foregoing extract from the minutes of the meeting of the Board of Education of said district duly called and held on May 12, 2025, has been compared by me with the original minutes as officially recorded in the Board Office in the minute book of said the Northern Highlands Regional High School Board of Education and is a true, complete copy thereof and of the whole of said original minutes so far as the same relate to the subject matter referred to in said extract. In witness I have hereunto set my hand and affixed the corporate seal of said Board of Education this 14th day of May, 2025.



Sue Anne Mather
Business Administrator / Board Secretary



AGREEMENT

**CONCERNING THE HIRING AND PLACEMENT OF SPECIAL POLICE OFFICER III IN
NORTHERN HIGHLANDS REGIONAL HIGH SCHOOL**

BY AND BETWEEN

THE BOROUGH OF ALLENDALE

AND

NORTHERN HIGHLANDS REGIONAL HIGH SCHOOL DISTRICT

WHEREAS, the State of New Jersey has created a new class of Special Police Officers known as Special Police Officer III (SLEO III) specifically and solely for the purpose of school security as outlined in N.J.S.A. 40A:14-146.10, 40A:14-146.11, 40A:14-146.14, and 40A:14-146.16, and other appropriate provisions of New Jersey law; and

WHEREAS, the Borough of Allendale (the "Borough") and the Northern Highlands Regional School District (the "District") Board of Education (the "Board") agree that having security personnel that are Special Police Officers who are specifically trained for school security is a best practice for the safety and security of the students and staff at Northern Highlands Regional High School; and

WHEREAS, the Borough and the Board agree that school security is of the utmost importance to create a safe learning environment for students.

NOW, THEREFORE, IT IS AGREED by and between the Borough and the District that the Borough, through the Allendale Police Department (the "Police Department"), shall hire, subject to the terms of this Agreement ("Agreement"), and make available one (1) SLEO III to Northern Highlands Regional High School, as specified under the following terms and conditions:

- 1) Rate of pay. The rate of pay paid by the Borough for the SLEO III shall be \$39.25 per hour. Such rate of pay shall be reimbursed by the District to the Borough, along with all other costs, as set forth in Paragraph 3 below.
- 2) Classification of SLEO III. The SLEO III shall be classified as an hourly part-time, "at will" employee of the Borough, who is not entitled to pension, health or other benefits from either the Borough or the District. Such officer shall serve at the pleasure of the Borough, and nothing herein is intended to create any contractual right to employment by a SLEO III. Nothing herein is intended to, nor shall it, create any employment relationship between the District and the SLEO III.

In the event that the Borough is required by law to provide any such benefits, as outlined above, such costs shall be reimbursed by the District to the Borough as set forth under Paragraph 3 below.

3) Reimbursement/Payment requirements.

- a. The District agrees to reimburse the Borough for all costs related to the Borough's hiring, training, outfitting and employment of the SLEO III, which shall include, but is not limited to the following:
 - i. Wages and associated payroll costs for the hours worked by the SLEO III;
 - ii. All costs associated with the hiring and equipping of the SLEO III including uniforms, bulletproof vests, Police Department issued equipment, training hours and any other additional costs associated with the employment, training and outfitting of the SLEO III.
 - iii. All pre-employment and post-employment medical and physiological examination costs.
 - iv. Any mandated police training courses, costs associated with attending the same, costs for in house police training mandated by the Attorney General Guidelines, costs of qualifying ammunition, and the costs of any required classes mandated by the Police Training Commission
- b. The SLEO III assigned to Northern Highlands Regional High School will turn over time cards signed by the school designee to the Allendale Police Department for processing on a bi-monthly basis.
- c. The Borough shall bill the District for wages and associated payroll costs set forth herein on a semiannual basis in July and January. For the School year 2025-2026, the Borough shall waive the right to any reimbursement of administrative oversight fees.
- d. The District shall reimburse the Borough for all other allowable costs set forth herein as incurred and billed to be paid within thirty (30) days of receipt of a completed invoice from the Borough.

- 4) Vetting of officers. The vetting process for the SLEO III hired by the Borough and assigned to Northern Highlands Regional High School will be agreed upon by both the Borough and the District prior to appointment of the SLEO III. The Chief of Police shall confer with the District Superintendent during the hiring process. No special law enforcement officer shall be appointed if he/she is not deemed acceptable by the District Superintendent. The Borough will appoint special law enforcement officers sufficient to perform the duties and responsibilities permitted by and in accordance with law. The SLEO III assigned to Northern Highlands Regional High School shall be under the supervision and direction of the Chief of Police. In the event that the District Superintendent determines that the SLEO III hired by the Borough and assigned to Northern Highlands Regional High School is not performing the duties to the satisfaction of the Superintendent, or engages in misconduct, the Borough, upon written notice from the Superintendent to the Borough, agrees to institute appropriate procedures to effectuate discipline, which can include up to termination of the SLEO III for cause.

- 5) Policies and procedures. The SLEO III shall be subject to the Rules and Regulations of the Police Department. The Police Department will consult with the District Superintendent regarding any additional policies and procedures governing the use of the SLEO III, but the Borough shall maintain, in its sole discretion, the sole authority as to the adoption of such policies.
- 6) Assignment and duties. Assignment and daily duties at Northern Highlands Regional High School will be determined by the District Superintendent or his/her designee in accordance with the established Police Department Policies and Procedures and State Law, and in accordance with the terms of this Agreement. The SLEO III shall only serve during school hours, while school is in session, or such events when the school is occupied by students, subject to any required training days.
- 7) Training. Police training for the SLEO III will be scheduled and administered by the Police Department consistent with current policy. All training shall be conducted in consultation with the District to ensure school security is not compromised.
- 8) Uniforms and equipment. The SLEO III will be armed with Police Department service weapons and shall wear uniforms with SLEO III patches as required by State Law. Use of any department-issued service weapon shall only be used in accordance with N.J.S.A. 40A:14-146.14
- 9) Insurance. The Borough will name the District an additional insured on its insurance policy with respect to the performance of the SLEO III's work in the District, and will provide the District with proof of having named the District as an additional insured.
- 10) Term of agreement. This Agreement shall be deemed effective as of the start of the 2025-2026 School Year and shall remain in effect until the end of the 2025-2026 School Year. However, nothing herein shall be deemed to exclude from reimbursement under Paragraph 3 any training days ordered by the Borough's Chief of Police. This Agreement may be revoked prior to its expiration by either the District or the Borough, upon thirty (30) days' written notice.
- 11) Modifications in Writing. Modifications or the waiver of any provisions of this Agreement shall in no event be effective unless the same shall be in writing and signed by the parties hereto, and then such modification or waiver shall be effective only in the specific instance and for the specific purpose for which given.
- 12) Failure to Exercise Rights. Neither any failure nor any delay on the part of either party in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise thereof preclude any other or further exercise of any other right, power or privilege.
- 13) Assignment. There shall be no assignment of this Agreement by any party hereto.
- 14) Captions. The section headings contained herein are for reference purposes only and shall not in any way affect the meaning or interpretation of the Agreement.

- 15) Severability. In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.
- 16) Counterparts. This Agreement may be signed in any number of counterparts with the same effect as if the signatures thereto and hereto were upon the same instrument.
- 17) Reservation. Except as otherwise expressly set forth in this Agreement, the Borough and the District reserve all of their respective rights and powers under Federal Law and the laws of the State of New Jersey.
- 18) Entire Agreement. This Agreement and its provisions constitutes the entire understanding and agreement of the parties regarding all matters covered herein, and any prior discussions, representations, understandings and agreements are hereby superseded by this Agreement. The parties agree to be bound hereby and acknowledge that there are no representations, warranties, covenants or undertakings other than those expressly set forth herein.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement on the day and year first above written.


WITNESS

Linda L. Cervino
Borough Clerk

BOROUGH OF ALLENDALE

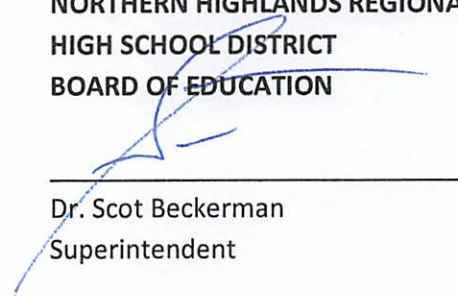
Amy Wilczynski
Mayor

WITNESS



Sue Anne Mather
Business Administrator

**NORTHERN HIGHLANDS REGIONAL
HIGH SCHOOL DISTRICT
BOARD OF EDUCATION**



Dr. Scot Beckerman
Superintendent

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-155

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisollo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

**APPROVAL OF WAIVER OF 2025 COMPOST PERMIT FEE –
ALLENDALE GARDEN CLUB**

WHEREAS, compost permits are available for purchase each year by the residents of the Borough of Allendale for access to and use of the Allendale Compost Facility; and

WHEREAS, the compost permit fee is \$30 for the 2025 season; and

WHEREAS, the Borough of Allendale recognizes the significant contributions that the Allendale Garden Club makes to the community at large through their beautification and maintenance of borough-owned garden areas; and

WHEREAS, the Borough wishes to provide a 2025 compost permit, without fee, to the Allendale Garden Club, a quasi-borough entity, for disposal of garden refuse generated from their work at borough-owned garden areas.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body that it does hereby approve the waiver of the 2024 compost permit fee for the Allendale Garden Club, a quasi-borough entity; and

BE IT FURTHER RESOLVED that Eleanor Sorensen, President, be and is hereby authorized as the custodian of 2025 Compost Permit No. 243 on behalf of the Allendale Garden Club, a quasi-borough entity.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 22, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-156

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

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

**APPROVAL OF WAIVER OF FEES FOR 2025 CRESTWOOD LAKE MEMBERSHIP
MEMBERSHIP ACCOUNT NUMBER #2375032**

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 waives the fee for a Family Membership at Crestwood Lake for the 2025 Season to the following family for financial hardship reasons:

1. Crestwood Membership Account Number: #2375032
Family Resident Rate: \$515.00
Discount: \$515.00

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 22, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-157

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

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

APPROVAL OF MAY 22, 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 May 22, 2025 in the amounts of:

Bill List Numbers

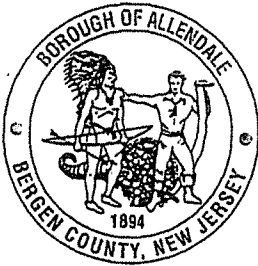
May 22, 2025

Current Fund	\$	1,619,002.53
Payroll Account		179,700.43
General Capital		386,595.46
Animal Fund		
Grant Fund		1,492.20
COAH/Housing Trust		7,125.90
Improvement & Beautification		4,516.40
Unemployment Fund		
Trust Fund		2,903.75
Water Operating		
Water Capital		

Total	\$	2,201,336.67
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I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 22, 2025.

Linda Louise Cervino, RMC
Municipal Clerk



THE BOROUGH OF ALLENDALE

N E W J E R S E Y

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 5/22/25

Alison Altano

Alison Altano
Chief Financial Officer

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-158

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisollo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

**AWARD OF OPERATION
CRESTWOOD LAKE CONCESSION STAND VENDOR**

WHEREAS, the Borough of Allendale ("Borough") operates the Crestwood Lake facility for the benefit of its residents and visitors, including a concession stand that provides food and beverages during the summer season; and

WHEREAS, the Borough has determined there is a need to secure the services of a qualified vendor to operate the concession stand at Crestwood Lake for the 2025 summer season; and

WHEREAS, pursuant to the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., certain contracts may be awarded without public bidding when not required by law or when exempt under applicable provisions; and

WHEREAS, the proposed award is not the result of a formal public bid but is made in the best interest of the Borough after consideration of the vendor's experience and qualifications; and

WHEREAS, the borough finds that the vendor, Mellsworth Foods, LLC, D/B/A Badlands Tacos, 102 E. Main Street, Ramsey, NJ 07446, is qualified and capable of providing such services; and

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 awards the operation of the Crestwood Lake Concession Stand for the 2025 season to Mellsworth Foods, LLC, D/B/A Badlands Tacos, 102 E. Main Street, Ramsey, NJ 07446.

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-158

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are authorized to are hereby authorized to execute a contract or agreement with Mellsworth Foods, LLC, D/B/A Badlands Tacos, 102 E. Main Street, Ramsey, NJ 07446 consistent with this resolution.

This resolution shall take effect immediately.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 22, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-159

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisolio						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

RECOGNIZING JUNETEENTH AS AN OFFICIAL BOROUGH HOLIDAY

WHEREAS, Juneteenth, observed annually on June 19th, commemorates the emancipation of the last enslaved African Americans in the United States, marking the date in 1865 when Union troops arrived in Galveston, Texas, and informed enslaved individuals of their freedom, more than two years after the Emancipation Proclamation was issued; and

WHEREAS, Juneteenth stands as a powerful reminder of the enduring struggle for freedom, equity, and justice in our nation and serves as a time of reflection, education, and celebration of African American culture and contributions; and

WHEREAS, the State of New Jersey formally recognized Juneteenth as a State holiday in 2020, and it has since been designated a federal holiday in the United States; and

WHEREAS, the Borough of Allendale recognizes the importance of honoring this significant day and reaffirms its commitment to diversity, inclusion, and the fair treatment of all individuals; and

WHEREAS, it is the desire of the Mayor and Council of the Borough of Allendale to officially recognize Juneteenth as a Borough holiday to be observed annually on June 19th, with appropriate closure of municipal offices and observance by Borough employees.

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-159

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, as follows:

1. That the Borough of Allendale hereby recognizes Juneteenth (June 19th) as an official Borough holiday, effective immediately, and directs that it be included on the Borough's annual calendar of holidays.
2. That Borough offices shall be closed, and Borough employees shall be granted a paid holiday on June 19th each year in observance of Juneteenth, unless June 19th falls on a weekend, in which case the Borough shall determine an alternate observance in accordance with standard municipal holiday procedures.
3. That the Borough encourages community-wide recognition and educational opportunities related to the history and significance of Juneteenth.
4. That a certified copy of this resolution be forwarded to all Borough departments and posted in appropriate public locations.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 22, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 05/22/2025

RESOLUTION# 25-160

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino						
O'Toole						
Homan						
Lovisololo						
Daloisio						
O'Connell						
Mayor Wilczynski	-----	-----				

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

**APPOINTMENT OF AN HOURLY, PER DIEM, PART-TIME BUILDING MONITOR
JACOB BLITZER**

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Jacob Blitzer be appointed as an hourly, per diem, building monitor, effective June 2, 2025 at a rate of \$16.00 per hour.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 22, 2025.

Linda Louise Cervino, RMC
Municipal Clerk