

**AGENDA FOR THE ORGANIZATION MEETING
OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF FRANKLIN
AT 6:00PM ON
JANUARY 6, 2026**

1. **Mayor Sowden** will call the meeting to order.
2. **Mayor Sowden** will state "this meeting is being held in compliance with the provisions of the Open Public Meetings Act, P.L. 1975, Ch. 231. It has been properly advertised and certified by the Clerk."

3. **Flag Salute**

Mayor Sowden will invite all persons present to participate in the Pledge of Allegiance to the United States Flag.

4. **Roll Call of 2025 Borough Council Members**

Mayor Sowden shall request a roll call of the 2025 Governing Body:

Mrs. Carnes, Mr. Formica, Mrs. Heath, Mr. Limon, Mr. Skellenger, Mr. Snyder, and Mayor Sowden.

5. **Oaths of Office**

- a. **Ms. Little** will read the "Statement of Determination" of the Board of County Canvassers.
- b. **Ms. Little** will administer the Oath of Office to Councilman-elect **Concetto Formica** for a three-year term as Councilman of the Borough of Franklin.
- c. **Mr. Jeffrey Parrott, County Clerk**, will administer the Oath of Office to Councilman-elect **Stephen Skellenger** for a three-year term as Councilman of the Borough of Franklin.

6. **Roll Call of 2026 Borough Council Members**

Mayor Sowden will request a roll call of the **2026 Governing Body**.

Mrs. Carnes, Mr. Formica, Mrs. Heath, Mr. Limon, Mr. Skellenger, Mr. Snyder and Mayor Sowden.

7. **Council Appointment: Council President**

Mayor Sowden will open the floor for Council nominations to the position of **Council President** for 2026.

8. **Fire Department Chief and Line Officers**

- a. **Mayor Sowden** will recognize the Chief of the Franklin Fire Department for 2026, Corey Houghtaling.
- b. **Ms. Little** will administer the Oath of Office to the Chief of the Franklin Fire Department for 2026, Chief Houghtaling.
- c. **Ms. Little** will recognize Fire Chief Houghtaling who will introduce the 2026 Line Officers and Administrative Officers of the Franklin Fire Department.
- d. **Ms. Little** will administer the Oath of Office to the **Line Officers and Administrative Officers** of the Franklin Fire Department for 2026.

9. **Walkkill Valley First Aid Squad Captain and Line Officers**

- a. **Mayor Sowden** will recognize the Captain of the Walkkill Valley First Aid Squad for 2026, Jennifer Friend.

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- b. **Ms. Little** will administer the Oath of Office to the Captain of the Walkill Valley First Aid Squad for 2026, Jennifer Friend.
- c. **Ms. Little** will recognize First Aid Captain Jennifer Friend who will introduce the 2026 Line and Administrative Officers of the Walkill Valley First Aid Squad.
- d. **Ms. Little** will administer the Oath of Office to the **Line and Administrative Officers** of the Walkill Valley First Aid Squad for 2026.

10. **Mayor’s Appointments**

At this time, **Mayor Sowden** will present his nominations for appointment to the various positions of Borough Government for the year 2026.

Municipal Public Defender (1 yr.)	Orlando Rodriguez
Historian (1 yr.)	Phillip Crabb
Municipal Housing Liaison (1 yr.)	Neil Spidaletto
Right to Know Coordinator	Brian VanDenBroek
Assessment Search Officer (1 yr.)	Neil Spidaletto
Tax Search Officer (1 yr.)	Diana Falica
Borough Physician (1 yr.)	Dr. Bollard, Premier Health
School Crossing Guard Captain (1 yr.)	Rebecca Babcock
School Crossing Guards (1yr.)	Jaymie Babcock, Kathleen Clohessey, Becky Fiedler, Michelle Grieco, Susan Hardcastle, Melissa Holland, Emelita Naklicki, John Panso, Cara Ross, Robin Saraceni, Kim Siccardi, Diane Witherby
Emergency Management Coordinator (3 yrs.) (Expires 12/31/2028)	Jim Williams

A motion is in order for the Council to confirm the Mayor’s Appointments.

11. **Appointments: Planning Board**

At this time, the **Council** shall, by motion, select a representative to serve on the Planning Board as a Full Member Class III (1 yr.)

Member Class III	Councilmember	TBD
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12. **Appointments: Boards and Commissions**

FRANKLIN/HARDYSTON JOINT RECREATION COMMITTEE

All current Board of Recreation Committee Members 1-year term

RECREATION COMMITTEE

Council Liaison	TBD	
Member	3-year term (term expires 12/31/2028)	Christine Affinito
Member	3-year term (term expires 12/31/2028)	Crystal Talmadge
Member	3-year term (term expires 12/31/2028)	Jennifer Torres

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BOARD OF HEALTH

Member	4-year term (term expires 12/31/2029)	Aimee Zschack
Member	4-year term (term expires 12/31/2029)	Judith Williams
Secretary	1-year term (term expires 12/31/2026)	Colleen Little

LOCAL EMERGENCY MANAGEMENT COUNCIL

Mayor	1-year term	John M. Sowden
Deputy	1-year term	Gregory Cugliari
Member/OEM	1-year term	Jim Williams
Member/FFD	1-year term	Corey Houghtaling
Member/WVFAS	1-year term	John Friend
Member	1-year term	Hector Acevedo
Member	1-year term	Neil Spidaletto
Member	1-year term	James Nidelko
Member	1-year term	Steve Sluka
Member	1-year term	Brian VanDenBroek

ECONOMIC DEVELOPMENT COMMITTEE

Member/Secretary	1-year term	Judy Williams
Member	1-year term	Keith Yodice
Member	1-year term	Dawne Rowe
Member	1-year term	Vacant
Member	1-year term	Vacant
Member	1-year term	Vacant
Member	1-year term	Vacant
Member/Council	1-year term	TBD
Alternate #1	1-year term	Vacant
Alternate #2	1-year term	Vacant

HISTORICAL PRESERVATION COMMISSION

Ex-Officio	1-year term (term expires 12/31/2026)	Mayor Sowden
Council Liaison	1-year term (term expires 12/31/2026)	TBD

RENT LEVELING BOARD

Member	5-year term (term expires 12/31/2026)	Vacant
Member/Council	1-year term (term expires 12/31/2026)	Vacant
Member/Council	1-year term (term expires 12/31/2026)	Vacant
Alt# 1	1-year term (term expires 12/31/2026)	Vacant
Alt#2	1-year term (term expires 12/31/2026)	Vacant
Attorney	1-year term (term expires 12/31/2026)	Angelo Bolcato Laddey, Clark & Ryan

A motion is in order for the Council to confirm the Mayor's Appointments.

COMMUNITY RELATIONS:

Council Representative: TBD

**Recreation Committee, Economic Development, also serves as the
"Awards Committee."**

Member:	Economic Development
Member:	Recreation Committee
Liaison:	TBD Joint Recreation Commission

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COUNCIL COMMITTEE DUTIES

13. Council Committee Duties:

Ordinance:

Member: Concetto Formica
Member: Patti Carnes
Member: Gilbert Snyder
Alternate: Stephen Skellenger

Finance, Budget & Insurance:

Member: Patti Carnes
Member: Stephen Skellenger
Member: Gilbert Snyder
Alternate: Concetto Formica

Buildings & Grounds and Public Utilities:

Member: Concetto Formica
Member: Rachel Heath
Member: Joe Limon
Alternate: Stephen Skellenger

Personnel & Negotiations:

Member: Rachel Heath
Member: Stephen Skellenger
Member: Patti Carnes
Alternate: Joe Limon

Public Safety - Police & Fire:

Member: Concetto Formica
Member: Rachel Heath
Member: Stephen Skellenger
Alternate: Patti Carnes

14. Approval of Consent Agenda

Mayor Sowden will request that all present review the consent agenda. If any member of the Council or public wishes an item on the consent agenda to be discussed and considered separately, a motion to this effect shall be made at this time.

After all persons present have had an opportunity to review the consent agenda and offer requests for changes, **Mayor Sowden** will request a motion to approve the consent agenda.

15. Mayor's Statement

Mayor Sowden will address the Council and the public with remarks concerning the priorities and goals for the Borough of Franklin in 2026.

16. Council Comments

Mayor Sowden will invite each member of the Council to offer remarks concerning the 2026 Council's goals and priorities.

17. Adjournment

A motion is in order to adjourn the reorganization meeting.

STATEMENT OF DETERMINATION

A STATEMENT OF THE DETERMINATION of the BOARD OF COUNTY CANVASSERS, relative to an election held in the Borough of Franklin, County of Sussex and State of New Jersey, for the election of certain officers for said Municipality on the 4th day of November 2025.

The said Board does determine that at the said election the following officer(s):


NAME	OFFICE	TERM
CONCETTO FORMICA.	BOROUGH COUNCIL	3-YEAR TERM
STEPHEN M. SKELLENGER	BOROUGH COUNCIL	3-YEAR TERM

were duly elected to the offices and for the terms above set forth.

I DO HEREBY CERTIFY that the foregoing is a true, full and correct statement of the determination of the Board of Canvassers therein mentioned.

IN WITNESS WHEREOF I have hereunto set my hand this 19th day of November 2025.

Attest:


Jeffrey M. Parrott, Sussex County Clerk
Clerk of the Board of County Canvassers


Gerard Scanlan, Chairperson, Board of County Canvassers

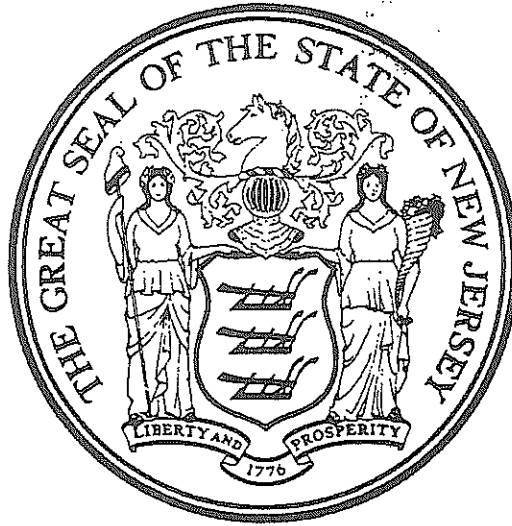
STATE of NEW JERSEY
COUNTY OF SUSSEX ss.

I, JEFFREY M. PARROTT, County Clerk of the County of Sussex, do hereby certify that the foregoing is a true, full and correct copy of the Statement of the Determination of the Board of County Canvassers relative to an election held in the County or Regional District thereof on the date herein noted for certain Officers and the Certificate thereto appended as fully and entirely as the same remains on file in my office.



IN TESTIMONY WHEREOF,
I have hereunto set my hand and affixed the seal of said County, at Newton, on this 19th day of November 2025.


Jeffrey M. Parrott, Sussex County Clerk



OATH OF ALLEGIANCE

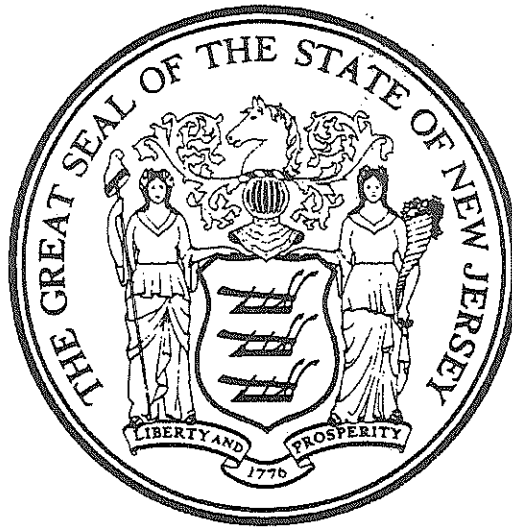
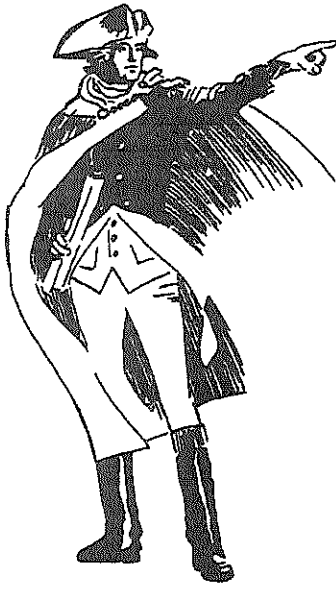
I, **Concetto Formica**, do solemnly swear (or affirm)
that I will support the Constitution of the United States
and the Constitution of the State of New Jersey,
and that I will bear true faith and allegiance to the same
and to the governments established in the United States
and in this State, under the authority of the people,
so help me God.

I do further solemnly swear (or affirm)
that I will impartially and justly perform
all the duties of the office of
FRANKLIN BOROUGH COUNCIL
according to the best of my ability.
so help me God.

Concetto Formica, Signature

Sworn and subscribed before me
this 6th day of January 2026.

Colleen L. Little, Municipal Clerk



OATH OF ALLEGIANCE

I, **Stephen Skellenger**, do solemnly swear (or affirm)
that I will support the Constitution of the United States
and the Constitution of the State of New Jersey,
and that I will bear true faith and allegiance to the same
and to the governments established in the United States
and in this State, under the authority of the people,
so help me God.

I do further solemnly swear (or affirm)
that I will impartially and justly perform
all the duties of the office of
FRANKLIN BOROUGH COUNCIL
according to the best of my ability.
so help me God.

Stephen Skellenger, Signature

Sworn and subscribed before me
this 6th day of January 2026.

Jeffrey Parrott, County Clerk