

REGULAR AGENDA
FOR THE MAYOR AND COUNCIL MEETING
BOROUGH OF FRANKLIN,
HELD AT THE MUNICIPAL BUILDING, 46 MAIN STREET
FRANKLIN, NEW JERSEY AT 7:00 P.M. ON
JANUARY 27, 2026

- A. **Mayor Sowden** will call the meeting to order; Clerk will call the roll.
- B. **Mayor Sowden** will invite all present to salute the flag.
- C. **Mayor Sowden** will state that "This meeting is being held in compliance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et sequentes. It has been properly advertised by posting in Borough Hall, and printed in the New Jersey Herald/Sunday New Jersey Herald on January 12, 2025, and posted on the Borough website, which adequate notice has been certified by the Clerk."
- D. **PRESENTATIONS**
There are no presentations this evening.
- E. **COMMITTEE REPORTS:** **Mayor Sowden** will allow each member of the Council, Borough Administrator, Borough Clerk, and Borough Attorney to present their respective committee report.

Mayor Sowden will offer the Mayor's Report.

- F. **OPEN PUBLIC SESSION:** **Mayor Sowden** will request a motion to open the meeting to the public, for any questions or comments concerning the good and welfare of the Borough. **All comments should be directed to the Mayor and kept to a 3-minute maximum per person.**

After giving all persons present an opportunity to address the Governing Body, **Mayor Sowden** will request a motion to close the meeting to the public and return to the regular order of business.

- G. **CONSENT AGENDA:** **Mayor Sowden** will request that all persons 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 so be made, at this time.

After all persons 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.

- H. **OLD BUSINESS:**

- I. **NEW BUSINESS:**

1. **Approval of the Minutes** for the organization meeting minutes for January 6, 2026. (Absent: None)
2. **Approval of the Minutes** for the regular meeting minutes for January 13, 2026.
3. **Resolution 2026-23** authorizing a disabled veteran exemption on block 801 lot 20.
4. **Resolution 2026-24** authorizing a disabled veteran exemption on block 302 lot 9.

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5. Resolution 2026-25 authorizing the award of a non-fair and open contract for appointing Overcoat LLC as business development consultant at a cost not to exceed \$19,800.
6. Resolution 2026-26 authorizing the award of a non-fair and open contract for appointing iParametrics as grant writer for the year 2026 at a cost not to exceed \$25,000.
7. Resolution 2026-27 authorizing the American Legion Auxiliary to hold a coin toss fundraiser on May 23, 2026 from 8am-12pm at the location of the corner of Route 23 and Franklin Avenue.
8. Resolution 2026-28 authorizing the submission and execution of a grant agreement to the New Jersey Department of Community Affairs in the amount of \$92,577.00.
9. Introduction of Ordinance 01-2026 entitled "BOROUGH OF FRANKLIN SUSSEX COUNTY, NEW JERSEY CALENDAR YEAR 2026 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)".

Public hearing to be held on February 10, 2026.

J. EXECUTIVE SESSION – IF REQUESTED

Mayor Sowden will request a motion to adopt a resolution to adjourn into Executive Session to discuss certain items excluded from the public.

THE OPEN PUBLIC MEETINGS ACT ALLOWS THE MAYOR AND COUNCIL TO EXCLUDE THE PUBLIC FROM A PORTION OF A MEETING IN CERTAIN CIRCUMSTANCES,

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF FRANKLIN, THAT THE PUBLIC SHALL BE EXCLUDED FROM DISCUSSION OF MATTERS ALLOWED BY NEW JERSEY LAW.

THE EXECUTIVE SESSION MINUTES WILL BE PLACED ON FILE IN THE BOROUGH CLERK'S OFFICE, AND WILL BE AVAILABLE TO THE PUBLIC AS PROVIDED FOR BY NEW JERSEY LAW.

Be further advised this Resolution shall take effect immediately.

- K. MISCELLANEOUS COMMENTS: **Mayor Sowden** will allow each member of the Governing Body to offer any miscellaneous comments which they may have at this time.
- L. ADJOURNMENT: **Mayor Sowden** will request a motion to adjourn the meeting.

**MINUTES OF THE ORGANIZATION MEETING
OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF FRANKLIN
HELD AT THE FRANKLIN MUNICIPAL BUILDING
46 MAIN STREET, FRANKLIN, NJ AT 6:00PM ON
JANUARY 6, 2026**

Mayor Sowden called the meeting to order.

Mayor Sowden stated "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."

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

Roll Call of 2025 Borough Council Members

Mayor Sowden requested a roll call of the 2025 Governing Body:

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

Oaths of Office

- a. **Ms. Little** read the "Statement of Determination" of the Board of County Canvassers.
- b. **Ms. Little** administered 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**, administered the Oath of Office to Councilman-elect **Stephen Skellenger** for a three-year term as Councilman of the Borough of Franklin.

Roll Call of 2026 Borough Council Members

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

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

Council Appointment: Council President

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

Mr. Skellenger nominated Mrs. Carnes as the Council President for the year 2026. Seconded by Mrs. Heath.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: Carnes

Fire Department Chief and Line Officers

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

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Wallkill Valley First Aid Squad Captain and Line Officers

- a. **Mayor Sowden** recognized the Captain of the Wallkill Valley First Aid Squad for 2026, Jennifer Friend.
- b. **Ms. Little** administered the Oath of Office to the Captain of the Wallkill Valley First Aid Squad for 2026, Jennifer Friend.
- c. **Ms. Little** recognized First Aid Captain Jennifer Friend who will introduce the 2026 Line and Administrative Officers of the Wallkill Valley First Aid Squad.
- d. **Ms. Little** administered the Oath of Office to the **Line and Administrative Officers** of the Wallkill Valley First Aid Squad for 2026.

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

Mr. Snyder made a motion to confirm the Mayor's Appointments. Seconded by Mr. Formica.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

Emergency Management Coordinator
(3 yrs.) (Expires 12/31/2028)

Jim Williams

Mr. Snyder made a motion confirm the Mayor's Appointment. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

Appointments: Planning Board

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

Mr. Skellenger made a motion nominate Councilman Formica to serve as the Class III member for a 1-year term to the Planning Board. Seconded by Mrs. Carnes.

Upon roll call vote:

Ayes: Carnes, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: Formica

Appointments: Boards and Commissions

FRANKLIN/HARDYSTON JOINT RECREATION COMMITTEE

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All current Board of Recreation Committee Members 1-year term

RECREATION COMMITTEE

Mayor Sowden commented the **Council** shall, by motion, select a representative to service on the Recreation Committee as Council Liaison.

Mr. Skellenger made a motion to nominate Rachel Heath to serve as the Council Liaison to Recreation. Seconded by Mrs. Carnes.

All were in favor.

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

Mrs. Heath made a motion to confirm the Mayor's Appointments. Seconded by Mr. Snyder.

All were in favor.

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

Mrs. Heath made a motion to confirm the Mayor's Appointments. Seconded by Mr. Skellenger.

All were in favor.

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

Mrs. Heath made a motion to confirm the Mayor's Appointments. Seconded by Mr. Skellenger.

All were in favor.

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

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Mayor Sowden commented the **Council** shall, by motion, select a representative to serve on the Economic Development committee as council liaison.

Mrs. Heath made a motion to nominate Patricia Carnes to serve as Council Liaison to the Economic Development Committee. Seconded by Mr. Formica.

All were in favor.

Mrs. Heath made a motion to confirm the Mayor’s Appointments. Seconded by Mr. Formica.

All were in favor.

HISTORICAL PRESERVATION COMMITTEE

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

Mayor Sowden commented the **Council** shall by motion, select a representative to serve on the Historical Preservation Committee.

Mrs. Heath made a motion to nominate Joe Limon to serve as the Council Liaison to the Historical Preservation Committee. Seconded by Mr. Formica.

All were in favor.

Mrs. Heath made a motion to confirm the Mayor’s Appointments. Seconded by Mr. Formica.

All were in favor.

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

Mrs. Heath made a motion to confirm the Mayor’s Appointments. Seconded by Mr. Skellenger.

All were in favor.

COMMUNITY RELATIONS:

Council Representative: TBD

Mrs. Heath made a motion to nominate Stephen Skellenger as the community relations representative. Seconded by Mr. Formica.

All were in favor.

Recreation Committee, Economic Development, also serves as the “Awards Committee.”

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

Mrs. Heath commented that she would be on this committee. All were in favor.

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

Mr. Formica made a motion to confirm the Mayor's Appointments. Seconded by Mr. Skellenger.

All were in favor.

Approval of Consent Agenda

Mayor Sowden requested 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.

1. RESOLUTION #2026-01 – PROFESSIONAL SERVICES

To adopt a Professional Services Resolution #2026-01 for various professional services (Borough Attorney, Borough Auditor, etc.).

2. RESOLUTION #2026-02 - TEMPORARY BUDGET – CURRENT FUND

To adopt resolution #2026-02, 2026 Temporary Municipal Budget Current Fund and sewer and water temporary operating budgets.

3. RESOLUTION #2026-03 – RATES OF INTEREST/DELINQUENT TAX PENALTY

To establish the rate of interest to be charged for non-payment of taxes and water/sewer bills, on or before the date when they would become delinquent and to authorize the Tax Collector to charge a six percent penalty to a taxpayer with a delinquency in excess of ten thousand dollars, who fails to pay the delinquency prior to the end of the calendar year, as per the attached Resolution #2026-03.

4. RESOLUTION #2026-04 - OVERPAYMENT/UNDERPAYMENT OF TAXES

To authorize the Tax Collector to cancel any record of overpayment or underpayment of taxes in the amount of \$10.00 or less for the calendar year 2025, in accordance with the provisions of N.J.S.A. 54:4-99, as per the attached Resolution #2026-04.

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5. RESOLUTION #2026-05 – MEETING DATES

To establish the regular meeting nights of the Mayor and Council for the calendar year 2026, as per the attached Resolution #2026-05.

6. RESOLUTION #2026-06 – DESIGNATE OFFICIAL NEWSPAPERS

To designate the New Jersey Herald and the New Jersey Sunday Herald of Newton, N.J. to be the official newspapers of the Borough of Franklin for the year 2026, as per the attached Resolution #2026-06.

7. RESOLUTION #2026-07 – LEGAL NOTICE PUBLICATION REQUIREMENTS

To establish legal notice publication requirements for the Borough of Franklin for the year 2026, as per the attached Resolution #2026-07.

8. RESOLUTION #2026-08 – DEFENSE AGAINST TAX APPEALS

To adopt Resolution #2026-08 to authorize the Borough Attorney and the Borough Tax Assessor to defend the Borough of Franklin against all tax appeals filed during the calendar year 2026.

9. RESOLUTION #2026-09 – PAYMENT OF RECURRING BILLS RESOLUTION

To adopt a Resolution #2026-09 for payment of recurring bills.

10. RESOLUTION #2026-10 – TO ADOPT A CASH MANAGEMENT PLAN

To adopt Resolution #2026-10 for the year 2026, to serve as the cash management plan of Franklin Borough.

11. RESOLUTION #2026-11 – REAUTHORIZING PETTY CASH FUNDS FOR CALENDAR YEAR 2026.

To adopt Resolution #2026-11 reauthorizing petty cash funds for the calendar year 2026.

12. RESOLUTION #2026-12 – DESIGNATING DEPUTY CUSTODIANS OF PUBLIC RECORDS.

To adopt Resolution #2026-12 designating Deputy Custodians of public records.

13. RESOLUTION #2026-13 - DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)

To adopt Resolution #2026-13 designating Public Agency Compliance Officer (P.A.C.O.).

14. RESOLUTION #2026-14 – APPOINTING A QUALIFIED PURCHASING AGENT

To adopt Resolution #2026-14 authorizing the award of a purchasing agent contract to Robert Dolan of RMD Associates LLC to perform the duties of a Qualified Purchasing Agent for the year 2026.

15. RESOLUTION #2026-15 – AUTHORIZING E-PROCUREMENT

To adopt Resolution #2026-15 authorizing the Qualified Purchasing Agent to receive certain bids in accord with N.J.A.C.5:34-5.1, E-Procurement.

16. RESOLUTION #2026-16 – AUTHORIZING WINDOW CONTRACTS

To adopt Resolution #2026-16 permitting the award of window contracts under the New Jersey Election Transparency Act.

17. RESOLUTION #2026-17 – GRANTING APPROVAL FOR CERTAIN PURCHASES THROUGH NEW JERSEY STATE CONTRACT AND/OR PURCHASING COOPERATIVES

To adopt Resolution #2026-17 granting authority for approval of certain purchases through the New Jersey State Contracts and/or purchasing cooperatives for 2026.

18. MINUTES OF MEETINGS

A motion is in order to direct that copies of the minutes of meetings be made and delivered to each meeting of the Governing Body at least 24 hours prior to the next regular council meeting, in order that the reading of the minutes may be dispensed with at the meeting.

MAYOR & COUNCIL MEETING MINUTES JANUARY 6, 2026

19. RULES OF THE MAYOR AND COUNCIL

A motion is in order to adopt the Rules and Regulations of the Mayor and Council of the Borough of Franklin for the calendar year 2026.

20. FIRE DEPARTMENT LINE OFFICERS

A motion is in order to approve the ratification of 2026 Line Officers for the Franklin Fire Department, as per the recommendations submitted by Chief Corey Houghtaling.

21. FIRE PREVENTION BUREAU ATTORNEY

A motion is in order to approve the Borough Attorney as the official Fire Prevention Bureau Attorney for the calendar year 2026, in accordance with the requirements of the Uniform Fire Code.

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

Mrs. Heath made a motion to approve the consent agenda for January 6, 2026.
Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

Mayor's Statement

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

Mayor Sowden commented that the other day he was looking through his paperwork and he found a newspaper article from 2023. Mayor Sowden commented that he had talked about water and his ideas of hoping to develop some kind of business in the Borough of Franklin that we could keep people; our tax payers working in the town and not have to commute. Mayor Sowden commented that pretty much everything that he said in that article is the same; nothing has changed in three years. Mayor Sowden is going to make a very conservative effort to develop more historic tourism for the Borough of Franklin and also would like to do eco-tourism. Mayor Sowden commented that we are working with rails to trails on a section that should be open by June which will be from Maple Road to Wildcat Road. Mayor Sowden commented that we may get a little more aggressive and move further out on to the Junction area; that is his goal. There have been a lot of interesting things that have happened here in Franklin and a lot of valuable historical information needs to be retained. Mayor Sowden wants to try to make this town on the best towns in the State of New Jersey; we have succeeded as we have Franklinite as the State Mineral

Council Comments

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

Mrs. Heath wished every one a Happy New Year. Mrs. Heath congratulated Councilmen Skellenger and Formica on their reappointments and looks forward to working with them. Mrs. Heath commented that she feels that the town has seen growth in 2025 as new businesses opened and seem to be very successful. Special thank you to Chief Cugliari and the outstanding Franklin Police Department. Thank you to all of the volunteers serving on the many committees and special thank you to the Franklin Fire Department and Wallkill Valley First Aid Squad for their outstanding volunteerism. Mrs. Heath is looking forward to working with the Council in 2026 and it's going to be a great year.

Mr. Skellenger wished everyone a Happy New Year. Congratulated Councilman Formica on his reelection and all the members of the First Aid Squad and Fire Department. Congratulated all the local businesses that opened up in the last 3 years. Looks forward to working with the Council in 2026. Thanked the Police department for keeping Franklin safe.

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Mr. Formica wished everyone a Happy New Year. Thanked everyone for another opportunity. Mr. Formica commented that he takes his position seriously and its great having all of our volunteers, fire department, first aid squad and police department to work with; we try as much as we can to give you guys all the equipment needed to do what you do best. Mr. Formica commented that he is proud of the accomplishments and improvements we have made over the years; whether it be relations between departments and improvements made throughout the town.

Mr. Limon commented that he looks forward to working with the Mayor on preserving the history of Franklin. Mr. Limon referenced the pie chart that is in the municipal calendar and what percentage the Borough is responsible for. Mr. Limon is looking forward to working with everyone throughout the year.

Mrs. Carnes thanked everyone for coming out and congratulated Councilmen Formica and Skellenger on their reelection. Thanked her fellow council members for the nomination for Council president this year; it truly means a lot. Thanked the Police department, Fire department, First Aid Squad, DPW, Borough Employees and all the volunteers on the various committees. You all make up this town and it is truly appreciated what you all do day in and day out. Looks forward to working with everyone and having a great 2026.

Mr. Snyder wished everyone a Happy New Year. Congratulated Councilmen Skellenger and Formica on their reelection and Patti as Council president. Looking forward to working with everyone this year.

Mr. Spidaletto commented that he is looking forward to a productive 2026 and appreciates being here as Administrator.

Adjournment

There being no further items for discussion by the Mayor and Council, Mr. Snyder made a motion to adjourn the meeting at 6:40pm. Seconded by Mr. Skellenger.

All were in favor.

John M. Sowden IV, Mayor

Colleen L. Little, Municipal Clerk

**MINUTES OF THE MEETING OF THE
MAYOR AND COUNCIL
OF THE BOROUGH OF FRANKLIN
HELD AT THE FRANKLIN MUNICIPAL BUILDING
46 MAIN STREET, FRANKLIN, NJ
JANUARY 13, 2026**

Mayor Sowden called the meeting to order and requested the Borough Clerk to call the roll. Upon roll call, the following members of the Governing Body were present: Mrs. Carnes, Mr. Formica, Mrs. Heath, Mr. Limon, Mr. Skellenger, Mr. Snyder and Mayor Sowden.

Absent: None

Mayor Sowden led the assembly in the flag salute.

Mayor Sowden stated "This meeting is being held in compliance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et sequentes. It has been properly advertised by posting in Borough Hall and printed in the New Jersey Herald/Sunday New Jersey Herald on January 11, 2026, and posted on the Borough website, which adequate notice has been certified by the Clerk."

PRESENTATIONS

There were no presentations for tonight's meeting.

COMMITTEE REPORTS

Mr. Snyder had nothing to report.

Mrs. Carnes had nothing to report.

Mr. Limon had nothing to report.

Mr. Formica commented that he met with Neil last week to meet with the grant writer and stared looking into a couple different avenues, different ways to possibly do some combined services with surrounding towns as there are grant opportunities for that. We are looking into grants for Main Street to try to redo the sidewalks and lighting.

Mr. Skellenger thanked Councilwomen Heath and Carnes for a great first personnel committee meeting.

Mrs. Heath commented that we had a personnel meeting and we discussed the PBA contract and she feels that they are starting to reach an agreement. Saturday February 21st there is a bus trip to Wind Creek Casino and March 8th there is a bus trip to a Devils Hockey Game.

Mrs. Little had nothing to report.

Mr. Spidaletto commented that today base line testing was done by our hydrologist in regards to the Well B rehab. There will be a lot meetings in the next couple months.

Mr. Windels had nothing to report.

Mayor Sowden commented that he had a discussion with some of the people from the State on the rails to trails project.

OPEN PUBLIC SESSION

Mr. Formica made a motion to open the meeting to the public for anyone wishing to address the Governing Body. Seconded by Mrs. Heath. All were in favor.

Ms. Joanne Tatka stepped forward. Ms. Tatka commented that back when Dr. Crowely was Mayor the Borough was going to sign everyone up with an electrical supplier and then it would be up the residents if they didn't want it, they would have to back out of it. Well, the town never with through with that because there was so much opposition and she has been talking to different people and the electric bills

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are going out of sight. Ms. Tatka asked who the Borough has for the supplier of electric.

Mayor Sowden commented that we get our power generated through power and light.

Ms. Tatka questioned a Facebook ad she saw from Levinson Axelrod regarding Cosmed Group.

Mayor Sowden commented that there is nothing new.

Ms. Tatka questioned whether the development by Taylor Road is still happening.

Mayor Sowden asked that same question and someone told him that there was some kind of asbestos issue and they are waiting for the permits for that.

Ms. Tatka questioned the annual LOSAP amount, asked if the garbage contract was from 2026-2028 and questioned the bid threshold resolution. Ms. Tatka commented that she was reading payments on the consent agenda and about a month ago she saw that there was \$26,000 paid out for a Kawasaki for the Fire Department and she doesn't remember any discussion in the Borough at any meetings regarding this. Ms. Tatka asked what the Fire department was going to do with a motorcycle.

Mr. Formica commented that it is a side by side and it will be used for recovery operations by the Fire Department.

There being no one else present who wished to address the Governing Body, Mr. Snyder made a motion to close the meeting to the public, seconded by Mr. Skellenger. All were in favor.

CONSENT AGENDA

Mayor Sowden requested that all person's present review the consent agenda and offer any comments they may have at this time regarding the consent agenda.

CORRESPONDENCE (ACCEPTANCE FOR FILING ONLY OF THE FOLLOWING):

1. Township of Hardyston Ordinance adopting an amendment to the 2022 Hardyston Vacant Land and Landfill Redevelopment Plan, pursuant to the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et. seq.

REPORTS (ACCEPTANCE FOR FILING OF THE FOLLOWING):

1. Police Department Report – October 2025
2. Police Department Report – November 2025
3. Permit Activity Report – December 2025
4. Permit List – December 2025
5. COH Report – December 2025
6. Municipal Court Report – December 2025

APPLICATIONS (APPROVAL OF THE FOLLOWING):

1. None filed.

RESOLUTIONS (APPROVAL OF THE FOLLOWING):

1. Payment of bills for the meeting of January 13, 2026.

Mr. Limon made a motion to approve the consent agenda of January 13, 2026. Seconded by Mr. Formica.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Snyder

Nays: None Absent: None Abstentions: Skellenger

OLD BUSINESS

There was no old business for tonight's portion of the meeting.

MAYOR & COUNCIL MEETING MINUTES JANUARY 13, 2026

NEW BUSINESS

Approval of the Minutes

Mrs. Heath made a motion to approve the regular meeting minutes for December 16, 2025. (Absent: None) Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

Approval of the Minutes

Mr. Skellenger made a motion to approve the special meeting minutes for December 30, 2025. (Absent: Mrs. Heath) Seconded by Mrs. Carnes.

Upon roll call vote:

Ayes: Carnes, Formica, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: Heath

Resolution 2026-18

Mr. Skellenger made a motion to adopt Resolution 2026-18 authorizing the award of non-fair and open contracts for professional services for the year 2026. Seconded by Mr. Snyder.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

Resolution 2026-19

Mrs. Heath made a motion to adopt Resolution 2026-19 to establish the bid threshold for the Borough of Franklin. Seconded by Mrs. Carnes.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

Resolution 2026-20

Mr. Formica made a motion to adopt Resolution 2026-20 authorizing advertisement and solicitation of bids for the improvements to Master Street, Warren Street and Green Street. Seconded by Mr. Limon.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

Resolution 2026-21

Mr. Limon made a motion to adopt Resolution 2026-21 authorizing the award of solid waste and recycling collection Bid #25-02 to Blue Diamond Disposal Inc for a 3-year term, January 1, 2026 through December 31, 2028 in the amount not to exceed \$2,016,000. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

Resolution 2026-22

Mr. Skellenger made a motion to adopt Resolution 2026-22 to approve the Governor's Council on substance use disorder fiscal grant cycle July 2027 – June 2031. Seconded by Mrs. Carnes.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

MAYOR & COUNCIL MEETING MINUTES JANUARY 13, 2026

Congregate Nutrition Program Shared Services Agreement

Mrs. Carnes made a motion to approve the Shared Service Agreement between the County of Sussex and the Borough of Franklin for the Franklin Congregate Nutrition Programs from January 1, 2026 to December 31, 2026 in the amount of \$27,700.00. Seconded by Mrs. Heath.

Upon roll call vote:

Ayes: Carnes, Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

Mayoral Appointments

Mayor Sowden made the following appointments.

Planning Board

Mayor (Class I)	Mayor Sowden
Fire Safety (Class II)	1 yr. term (expires 12/31/2026) Jim Williams
Member (Class IV)	4 yr. term (expires 12/31/2029) Keri Marino
Member (Class IV)	4 yr. term (expires 12/31/2029) Sharon Schultz
Member (Class IV)	4 yr. term (expires 12/31/2029) George Drossel
Alternate #1	2 yr. term (expires 12/31/2028) James Affinito
Alternate #2	2 yr. term (term expires 12/31/2028)
Alternate #3	2 yr. term (term expires 12/31/2028)

EXECUTIVE SESSION

There was no executive session.

MISCELLANEOUS COMMENTS

Mr. Snyder commented on the number of cars being parked in the lot around Borough Hall and making difficult for residents who are attending meetings. Mr. Snyder commented that he remembers we allowed a few cars to park along the building and we allowed them to park in the back part of the parking lot near the garage.

Mr. Spidaletto commented that we will look into this.

Mr. Snyder asked if the areas along Route 23 can be cleaned up.

Mr. Spidaletto commented that he did discuss those properties today with Zoning and the EDC Consultant.

Mr. Snyder commented if the trucks that are parked by the Franklin Diner are still being allowed to park there.

Mr. Spidaletto commented that there have been discussions about that as well and he has personnel looking at that to see exactly what the situation is there.

Mr. Spidaletto commented that the 2024 totals, which are paid in 2025 was \$10,000 and we won't have the 2025 figures until July.

ADJOURNMENT

There being no further items for discussion by the Mayor and Council, Mrs. Carnes made a motion to adjourn the meeting at 7:27p.m., seconded by Mr. Formica. All were in favor.

John M. Sowden IV, Mayor

Colleen L. Little, Municipal Clerk

Borough of Franklin, County of Sussex

Resolution #2026-23

RESOLUTION AUTHORIZING A DISABLED VETERAN EXEMPTION ON BLOCK 801 LOT 20

WHEREAS, The Department of Veteran Affairs determined that Gabriela Barrera Guttierrez at 10 Paddock Road, Block 801, Lot 20 had a service-connected disability that was totally disabling.

WHEREAS, the Tax Assessor has received a Claim for property tax exemption on dwelling house of Disabled Veteran, which was approved by the Tax Assessor.

WHEREAS, as per N.J.S.A.54: 4-3.30et seq, Gabriela Barrera Guttierrez is entitled to a tax exemption on the property located at 10 Paddock Road from November 9th, 2025, the date of application.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Tax Collector is authorized to cancel taxes billed from November 9th, 2025 to December 31st, 2025 in the amount of \$1,681.98.
2. The Tax Collector is authorized to cancel the 1st and 2nd quarter 2026 taxes in the amount of \$ 5,937.92.
3. The cancellation of taxes from date of approval has created an overpayment in taxes therefore the Tax Collector is authorized to refund Gabriela Barrera Guttierrez in the amount of \$1,681.98.
4. This property will be marked as Exempt.

This Resolution shall take effect immediately.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at a regular meeting held on January 27, 2026.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2026-24

RESOLUTION AUTHORIZING A DISABLED VETERAN EXEMPTION ON BLOCK 302 LOT 9

WHEREAS, The Department of Veteran Affairs determined that Arthur Vander Sluis at 452 Rutherford Ave, Block 302, Lot 9 had a service-connected disability that was totally disabling.

WHEREAS, the Tax Assessor has received a Claim for property tax exemption on dwelling house of Disabled Veteran, which was approved by the Tax Assessor.

WHEREAS, as per N.J.S.A.54: 4-3.30et seq, Arthur Vander Sluis is entitled to a tax exemption on the property located at 452 Rutherford Ave from December 12th, 2025, the date of application.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Tax Collector is authorized to cancel taxes billed from December 12th, 2025 to December 31st, 2025 in the amount of \$358.20.
2. The Tax Collector is authorized to cancel the 1st and 2nd quarter 2026 taxes in the amount of \$ 3,583.37.
3. The cancellation of taxes from date of approval has created an overpayment in taxes therefore the Tax Collector is authorized to refund Corelogic/Cotality in the amount of \$358.20.
4. This property will be marked as Exempt.

This Resolution shall take effect immediately.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at a regular meeting held on January 27, 2026.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2026-25

RESOLUTION OF THE GOVERNING BODY OF THE BOROUGH OF FRANKLIN AUTHORIZING THE AWARD OF A NON-FAIR & OPEN CONTRACT FOR APPOINTING OVERCOAT LLC AS BUSINESS DEVELOPMENT CONSULTANT

WHEREAS, The Borough of Franklin has a need for a Business Development Consultant; and

WHEREAS, Overcoat LLC, whose address is 4 Lower Hill Road, Newton, NJ 07868 specializes in all aspects of the business development for the Borough of Franklin; and

WHEREAS, the Borough Council hereby desires to appoint and execute the Contract with Overcoat LLC that was presented for the provision of said services at an amount not to exceed \$19,800 for services rendered by the business development consultant; and

WHEREAS, the Council of the Borough of Franklin desires to authorize the Mayor to sign said contract on behalf of the Borough of Franklin; and

WHEREAS, the Chief Financial Officer has certified that the funds will be available from the current fund budget.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of Franklin, County of Sussex, State of New Jersey, that the Mayor is hereby authorized to sign the contract with Overcoat LLC on behalf of the Borough of Franklin, and all other appropriate Borough professionals are hereby authorized and directed to take any and all steps necessary to effectuate the purposes of said contract.

CERTIFICATION

I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, County of Sussex, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council at a meeting held on the 27th day of January 2026.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2026-26

RESOLUTION OF THE GOVERNING BODY OF THE BOROUGH OF FRANKLIN AUTHORIZING THE AWARD OF A NON-FAIR & OPEN CONTRACT FOR APPOINTING IPARAMETRICS AS GRANT WRITER

WHEREAS, The Borough of Franklin has a need for Grant Research and Writing Consulting Services; and

WHEREAS, iParametrics, whose address is 6515 Shiloh Road, Suite 200, Alpharetta, GA 30005 specializes in all aspects of the procurement of grants for the Borough of Franklin through the Morris County CO-OP under contract #20-155; and

WHEREAS, the Borough Council hereby desires to appoint and execute the Contract with iParametrics that was presented for the provision of said services at an amount not to exceed \$25,000 for services rendered by the grant writer; and

WHEREAS, the Council of the Borough of Franklin desires to authorize the Mayor to sign said contract on behalf of the Borough of Franklin; and

WHEREAS, the Chief Financial Officer has certified that the funds will be available from the current fund budget.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of Franklin, County of Sussex, State of New Jersey, that the Mayor is hereby authorized to sign the contract with iParametrics on behalf of the Borough of Franklin, and all other appropriate Borough professionals are hereby authorized and directed to take any and all steps necessary to effectuate the purposes of said contract.

CERTIFICATION

I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, County of Sussex, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council at a meeting held on the 27th day of January 2026.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2026-27

AMERICAN LEGION AUXILIARY COIN TOSS FUNDRAISER

WHEREAS, the American Legion Auxiliary Unit 132 has requested approval of a coin toss fundraiser on May 23, 2026;

WHEREAS, the coin toss fundraiser will occur at the location of the corner of Route 23 and Franklin Avenue;

NOW THEREFORE IT BE RESOLVED by the Mayor and Council of the Borough of Franklin that the American Legion Auxiliary Unit 132 coin toss fundraiser on May 23, 2026, is hereby approved contingent upon receiving any necessary County or NJDOT approval and further contingent upon complying with any requests, recommendation or directions of the Franklin Borough Police Department.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at a regular meeting of said Governing Body held on the 27th day of January, 2026.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

**COUNTY OF SUSSEX
BOROUGH OF FRANKLIN
RESOLUTION #2026-28**

Whereas, the Borough of Franklin
(formal name of organization)

desires to apply for and obtain a grant from the New Jersey Department of Community Affairs

for approximately **\$92,577** to carry out a project to revitalize the Franklin Borough Pond Recreation Area. The project includes but is not limited to installing softball dugouts and improving the pavilion and concession stand at Franklin Pond Park.

Be it therefore RESOLVED,

- 1) that the Borough of Franklin does hereby authorize the application for such a grant; and,
- 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between

Borough of Franklin
(formal name of organization)

and the New Jersey Department of Community Affairs.

Be it further RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

(signature)
Neil Spidaletto

(type or print name)
Administrator

(title)

(signature)

(type or print name)

(title)

CERTIFICATION:

I, Colleen L. Little, the Municipal Clerk,
(name of Board Secretary / Government Clerk) (title of position - Board Secretary or Government Clerk)
of Borough of Franklin hereby certify that at a meeting of the Governing Body held on January 27, 2026 the above **RESOLUTION** was duly adopted.

AFFIX GOV'T,
CORPORATE OR
NOTARY SEAL

(Colleen L. Little, Municipal Clerk)

ORDINANCE NO. 01-2026

**BOROUGH OF FRANKLIN
SUSSEX COUNTY, NEW JERSEY CALENDAR YEAR 2026
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% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; 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 Franklin in the County of Sussex finds it advisable and necessary to increase its CY 2026 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 of the Borough of Franklin hereby determines that a 3.5% increase in the budget for said year, amounting to \$70,109 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 of the Borough of Franklin 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 Franklin, in the County of Sussex, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2026 budget year, the final appropriations of the Borough of Franklin shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$70,109, and that the CY 2026 municipal budget for the Franklin Borough be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, 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 with the introduced budget in the FAST system, 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 with the introduced budget in the FAST system after adoption.

BE IT FURTHER ORDAINED that this ordinance shall be applied retroactively to be applicable to the introduction and adoption of the 2026 Municipal Budget.

Attest:

Colleen L. Little, Municipal Clerk

John M. Sowden, IV, Mayor

NOTICE

TAKE NOTICE that the above-entitled Ordinance 01-2026 was introduced at a regular meeting of the Borough Council of the Borough of Franklin on January 27, 2026 and will be considered for final passage after public hearing at a regular meeting of the Borough Council of the Borough of Franklin to be held on February 10, 2026 at 7:00 p.m.

Colleen L. Little, Municipal Clerk

CERTIFICATION

I, Colleen L. Little, Clerk of the Borough of Franklin, do hereby certify that the Borough of Franklin Council duly adopted the foregoing Ordinance on the _____ day of _____, 2026.

Colleen L. Little, Municipal Clerk

John M. Sowden, IV, Mayor

Introduced:

Adopted:

RECORD OF COUNCIL VOTES-FIRST READING					Move	2nd
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT		
PATRICIA CARNES						
COUNCIL PRESIDENT						
CONCETTO FORMICA						
RACHEL HEATH						
JOSEPH LIMON						
STEPHEN SKELLENGER						
GILBERT SNYDER						
MAYOR SOWDEN, IV (Tie Only)						

RECORD OF COUNCIL VOTES-SECOND READING					Move	2nd
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT		
PATRICIA CARNES						
COUNCIL PRESIDENT						
CONCETTO FORMICA						
RACHEL HEATH						
JOSEPH LIMON						
STEPHEN SKELLENGER						
GILBERT SNYDER						
MAYOR SOWDEN, IV (Tie Only)						