**DRAFT**
**BOROUGH OF ROOSEVELT**
**33 N. Rochdale Ave, Roosevelt Borough, NJ 08555**

**COUNCIL REGULAR MEETING AGENDA**
**OCTOBER 19, 2026 @ 7:00 P.M.**

**TIME IN _____**

Adequate notice of this meeting, as required by Chapter 231, P.L. 1975, has been provided by a public notice on December 24, 2025 which was posted on the Bulletin Board Roosevelt Post Office and in the Borough Hall. The notice was transmitted to The Times and Asbury Park Press.

**ROLL CALL**

Councilmember Gregory S. DeFoe, Jr.
Councilmember Danelle Feigenbaum
Councilmember Constance Herrstrom
Councilmember Kristine Kaufman-Marut
Councilmember Claudia Luongo
Councilmember Ralph Warnick
Mayor Peggy Malkin

**MAYOR'S REPORT:**

**PUBLIC COMMENT: (Agenda items only)**

**CORRESPONDENCE:**

1. Letter from State Historic Preservation Office (SHPO), dated October 5, 2026 regarding the plinth base repair does not constitute an encroachment on the Jersey Homesteads Historic District.

**MINUTES:**

1. Regular Meeting Minutes – August 3, 2026
2. Closed Meeting Minutes – August 3, 2026
3. Regular Meeting Minutes - September 8, 2026
4. Regular Meeting Minutes – October 5, 2026

**CONSENT AGENDA RESOLUTIONS:**

| | |
|---|---|
| Resolution 26-118 | Payment of Vouchers October 19, 2026 |
| Resolution 26-119 | Resolution Approving Professional Services Contract for Forestry Services with Forestry Consulting, LLC to Perform an Updated Street Tree Inventory and Preparation of Community Forestry Management Plan within the Borough |

Resolution 26-120 Resolution Authorizing and Providing for the Issuance and Sale of Tax Anticipation Notes of the Borough of Roosevelt, in the County of Monmouth, New Jersey

**REPORTS OF COMMITTEE CHAIRS:**

| | |
|---|---|
| Administration | Councilmember Kaufman-Marut |
| Community Dev/Code | Councilmember Herrstrom |
| Envi, Health & Safety | Councilmember Feigenbaum |
| Finance | Councilmember DeFoe |
| Public Works | Councilmember Warnick |
| Utilities | Councilmember Luongo |

**REPORTS OF BOROUGH OFFICIALS:**

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

1. Branch pickup – November 9, 2026
2. Rabies Clinic – November 10, 2026 from 6pm – 7pm

**PUBLIC COMMENT (Any item)**

**M/Malkin opens the public comment at _____**
**M/Malkin closes the public comment at _____**

**CLOSED SESSION:**

Resolution 26- Providing for a Private Executive Meeting that Excludes the Public

**ADJOURNMENT**

**TIME OUT: _____**

DRAFT

State of New Jersey
DEPARTMENT OF ENVIRONMENTAL PROTECTION
COMMUNITY INVESTMENT AND ECONOMIC REVITALIZATION
HISTORIC PRESERVATION OFFICE
501 East State Street
P.O. Box 420, Mail Code 501-04B
Trenton, New Jersey 08625-0420
Tel. (609) 940-4312
www.nj.gov/dep

**Mikie Sherrill**
*Governor*

**Ed Potosnak**
*Commissioner*

RECEIVED
OCT 15 2026
BOROUGH OF ROOSEVELT

cc: Mac
K. Hart
Server

**HPO Project #24-1371-6**
**HPO-J2026-001**

October 5, 2026

Dave Sitler
ETM Associates, LLC.
via email: dave@etmassociatesllc.com

**Re: Monmouth County, Borough of Roosevelt**
**Plinth Base Repair of the Roosevelt Statue**
**West Side of North Rochdale Avenue**
**Part of Block 3, Lot 31**
**Jersey Homesteads Historic District (SR: 10/14/1983)**
**Application for Project Authorization**
**New Jersey Register of Historic Places Act Review**

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**Summary:** The proposed amendment **does not constitute an encroachment** on the Jersey Homesteads Historic District.

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Dear Mr. Sitler:

Thank you for your amendment to your previously submitted Application for Project Authorization for the Franklin Delano Roosevelt Memorial Amphitheater Rehabilitation Project, which was authorized by the Historic Preservation Office (HPO) on September 10, 2025 (HPO-I2025-061). Your amended application was technically and professionally complete and sufficient pursuant to N.J.A.C. 7:4-7:1 on September 30, 2026.

The proposed amendment is for structural repairs to the Franklin Delano Roosevelt (FDR) Statue base at the Roosevelt Memorial Amphitheater. According to the September 25, 2026, structural inspection by French and Parillo Associates, the rear and side faces of the FDR statue base exhibit significant spalling, mortar joint breakdown, and efflorescence. Information in the inspection states that the proposed scope of work involves cleaning, repointing using matching mortar, and localized in-kind reconstruction. The stone façade panels that currently cover the structural masonry will be removed prior to project implementation, stored, and reinstalled upon the completion of construction.

Based on the submitted documentation, the proposed project meets the Secretary of the Interior's *Standards for the Treatment of Historic Properties*-Rehabilitation as the undertaking involves in-kind repair of the existing infrastructure. Therefore, pursuant to N.J.A.C. 7:4-7.4(b)2, the proposed undertaking **does not constitute an encroachment** on the Jersey Homesteads Historic District. Consequently, the undertaking is approved as proposed. Please contact the HPO if any of your project plans change.

**Additional Comments**

In accordance with 7:4-7.2(e)10, if an authorized, or conditionally authorized, project is not undertaken within five years of the date of authorization, the authorization shall automatically expire. **If you have any questions, please feel free to contact Christopher Romanoski of my staff at** Christopher.Romanoski@dep.nj.gov **with any questions.** Please reference HPO project number **25-1171** in any future calls, emails, or written correspondence to help expedite our review and response. Thank you for your cooperation with this review.

Sincerely,

Meghan M. Baratta

Meghan MacWilliams Baratta
Supervising Historic Preservation Specialist

MMB/JWR/CR

CC (via email): Gail Hunton
Peggy Malkin, Mayor of Roosevelt Borough

*BOROUGH OF ROOSEVELT*
*COUNTY OF MONMOUTH*
*STATE OF NEW JERSEY*

**RESOLUTION NO. 26-118**
**MEETING DATE: 10-19-2026**

**PAYMENT OF BILLS FOR OCTOBER 19, 2026**

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**C/_____** offered the following resolution and moved its adoption, which was second by **C/_____**.

**WHEREAS**, the attached list of bills has been submitted to the Council for payment approval; and

**WHEREAS**, the Chief Financial Officer has certified the availability of funds for the payment of bills.

**NOW, THEREFORE, BE IT RESOLVED** that the bills on the attached bill list be paid.

**ROLL CALL:**

**AYES:**
**NAYS:**
**ABSTAIN:**
**ABSENT:**

**CERTIFICATION**

**I HEREBY CERTIFY** the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 19, 2026.

_____
Kathleen Hart
Borough Clerk

**BOROUGH OF ROOSEVELT**
Bill List By Vendor Name



10-19-26 BILL LIST

| Ranges | Item Status | Purchase Types | Misc |
|---|---|---|---|
| *Range: First to Last*<br>*Rcvd Batch Id Range: First to Last* | *Open: N*<br>*Void: N*<br>*Paid: N*<br>*Held: Y*<br>*Aprv: N*<br>*Rcvd: Y* | *Bid: Y*<br>*State: Y*<br>*Other: Y*<br>*Exempt: Y* | *P.O. Type: All*<br>*Format: Condensed*<br>*Include Non-Budgeted: Y*<br>*Vendors: All* |

| *Vendor #* / P.O. # | PO Date | *Name* / Description | Status | Amount | Void Amount | Contract | PO Type |
|---|---|---|---|---|---|---|---|
| ALPHA005 | | ALPHADOG SOLUTIONS, INC. | | | | | |
| 26-00063 | 01/29/26 | 2026 WEBSITE MANAGEMENT | Open | $720.00 | $0.00 | | B |
| 26-00581 | 10/07/26 | SEP 2026 NOTICES | Open | $240.00 | $0.00 | | |
| | | | **Vendor Total:** | **$960.00** | | | |
| BOROU005 | | BOROUGH OF HIGHTSTOWN | | | | | |
| 26-00587 | 10/13/26 | LANDFILL TIPPING FEES:SEP 2026 | Open | $2,960.32 | $0.00 | | |
| 26-00607 | 10/15/26 | SOLID WASTE CONTRACT:OCT 2026 | Open | $7,166.67 | $0.00 | | |
| | | | **Vendor Total:** | **$10,126.99** | | | |
| CGPHL005 | | CGP&H, LLC | | | | | |
| 26-00604 | 10/14/26 | PROGRAM ADMINISTRATION:SEP2026 | Open | $400.00 | $0.00 | | |
| 26-00605 | 10/14/26 | HOUSING REHAB-PROPERTY 2601 | Open | $850.00 | $0.00 | | |
| 26-00606 | 10/14/26 | HOUSING REHAB-PROPERTY 2602 | Open | $1,380.00 | $0.00 | | |
| | | | **Vendor Total:** | **$2,630.00** | | | |
| CONOV005 | | CONOVER BUILDING MAINTENANCE | | | | | |
| 26-00584 | 10/07/26 | OCT 2026 SERVICES | Open | $223.89 | $0.00 | | |
| CORRP005 | | CORRPRO COMPANIES, INC. | | | | | |
| 26-00513 | 08/31/26 | MAINT:WATER TANK 2026 | Open | $815.00 | $0.00 | | |
| CROSS005 | | CROSS OVER NETWORKS, LLC | | | | | |
| 26-00125 | 02/27/26 | 2026 IT SERVICES | Open | $467.11 | $0.00 | | B |
| FRANC005 | | FRANCOTYP-POSTALIA, INC. | | | | | |
| 26-00578 | 10/05/26 | INK CARTRIDGE:POSTAGE MACHINE | Open | $242.48 | $0.00 | | |
| GANNE005 | | GANNETT NJ NEWSPAPERS | | | | | |
| 26-00585 | 10/08/26 | SEP 2026 NOTICES | Open | $20.24 | $0.00 | | |
| GEORG005 | | GEORGE S COYNE CHEMICAL CO INC | | | | | |
| 26-00582 | 10/07/26 | WATER-SODIUM HYDROXIDE 10/2/26 | Open | $2,011.53 | $0.00 | | |
| HOLDE005 | | HOLDEN, JOHN B. | | | | | |
| 26-00082 | 02/04/26 | 2026 WATER PLANT MANAGEMENT | Open | $5,415.00 | $0.00 | | B |
| 26-00580 | 10/05/26 | ADDITIONAL SERVICES-SEP 2026 | Open | $381.00 | $0.00 | | |
| | | | **Vendor Total:** | **$5,796.00** | | | |
| INTER015 | | INTERSTATE WASTE SERVICES, INC | | | | | |
| 26-00014 | 01/08/26 | 2026 RECYCLING CONTRACT | Open | $3,791.66 | $0.00 | | B |
| JCPL0005 | | JCP & L | | | | | |
| 26-00597 | 10/13/26 | SEP 2026 ELECTRIC SERVICE | Open | $1,267.52 | $0.00 | | |
| 26-00598 | 10/13/26 | W/S-SEP 2026 ELECTRIC SERVICE | Open | $3,386.36 | $0.00 | | |
| | | | **Vendor Total:** | **$4,653.88** | | | |

| Vendor # / P.O. # | PO Date | Name / Description | Status | Amount | Void Amount | Contract | PO Type |
|---|---|---|---|---|---|---|---|
| MAINP005 | | MAIN POOL & CHEMICAL CO., INC. | | | | | |
| 26-00274 | 05/07/26 | SEWER-2026 SODIUM ALUMINATE | Open | $5,164.50 | $0.00 | | B |
| MONMO025 | | MONMOUTH COUNTY-COUNTY TAX | | | | | |
| 26-00609 | 10/15/26 | 4/Q/2026 COUNTY TAXES | Open | $66,285.01 | $0.00 | | |
| MONMO035 | | MONMOUTH COUNTY-HEALTH TAX | | | | | |
| 26-00610 | 10/15/26 | 4/Q/2026 HEALTH TAXES | Open | $1,074.43 | $0.00 | | |
| MONMO030 | | MONMOUTH COUNTY-LIBRARY TAX | | | | | |
| 26-00611 | 10/15/26 | 4/Q/2026 LIBRARY TAXES | Open | $3,973.64 | $0.00 | | |
| MONMO040 | | MONMOUTH COUNTY-OPEN SPACE TAX | | | | | |
| 26-00612 | 10/15/26 | 4/Q/2026 OPEN SPACE TAXES | Open | $17,936.87 | $0.00 | | |
| PASSA005 | | PASSAIC VALLEY SEWERAGE | | | | | |
| 26-00599 | 10/14/26 | SLUDGE DISPOSAL-SEP 2026 | Open | $713.54 | $0.00 | | |
| PETTY005 | | PETTY CASH | | | | | |
| 26-00583 | 10/07/26 | REIMBURSE PETTY CASH | Open | $17.05 | $0.00 | | |
| 26-00595 | 10/13/26 | REIMBURSE PETTY CASH | Open | $94.38 | $0.00 | | |
| 26-00596 | 10/13/26 | REIMBURSE PETTY CASH | Open | $55.50 | $0.00 | | |
| | | | **Vendor Total:** | **$166.93** | | | |
| PSEGC005 | | PSE & G CO. | | | | | |
| 26-00600 | 10/14/26 | SEP 2026 GAS SERVICE | Open | $352.48 | $0.00 | | |
| RUSSE005 | | RUSSELL REID, INC. | | | | | |
| 26-00088 | 02/10/26 | 2026 SLUDGE REMOVAL | Open | $933.66 | $0.00 | | B |
| STATE005 | | STATE OF NEW JERSEY-PWT | | | | | |
| 26-00589 | 10/13/26 | 3/Q/2026 WATER TAX | Open | $47.57 | $0.00 | | |
| SUTPH005 | | SUTPHEN MEMORIAL, INC. | | | | | |
| 26-00015 | 01/08/26 | 2026 CEMETERY MANAGEMENT | Open | $775.00 | $0.00 | | B |
| TOWNS015 | | TOWNSHIP OF MANALAPAN | | | | | |
| 26-00608 | 10/15/26 | ANIMAL CONTROL SERV-OCT 2026 | Open | $1,041.66 | $0.00 | | |
| TREAS015 | | TREASURER, STATE OF NJ | | | | | |
| 26-00588 | 10/13/26 | 3/Q/2026 MARRIAGE/CIVIL UNION | Open | $25.00 | $0.00 | | |
| USBAN010 | | U.S. BANK OPERATIONS CENTER | | | | | |
| 26-00601 | 10/14/26 | 2012 MCIA-PRIN & INTEREST | Open | $61,350.00 | $0.00 | | |
| 26-00602 | 10/14/26 | 2021 MCIA-PRIN & INTEREST | Open | $105,724.96 | $0.00 | | |
| | | | **Vendor Total:** | **$167,074.96** | | | |
| WRNEU005 | | W.R. NEUMANN COMPANY, INC. | | | | | |
| 26-00579 | 10/05/26 | SEWER-SODIUM BISULFITE 9/26/26 | Open | $898.50 | $0.00 | | |
| WEBHA005 | | WEB HAULING & DISTRIBUTION,INC | | | | | |

**BOROUGH OF ROOSEVELT**
Bill List By Vendor Name



| *Vendor #* / P.O. # | PO Date | *Name* / Description | Status | Amount | Void Amount | Contract | PO Type |
|---|---|---|---|---|---|---|---|
| WEBHA005 | | WEB HAULING & DISTRIBUTION,INC | | *Account Continued* | | | |
| 26-00565 | 09/28/26 | PUMP LAKE DR PUMP PIT 9/24/26 | Open | $274.40 | $0.00 | | |

**Total Purchase Orders: 37 Total P.O. Line Items: 0 Total List Amount: $298,476.93 Total Void Amount: $0.00**

BOROUGH OF ROOSEVELT
Bill List By Vendor Name



| Totals by Year-Fund<br>Fund Description | Fund | Budget Rcvd | Budget Held | Budget Total | Revenue Total | G/L Total | Total |
|---|---|---|---|---|---|---|---|
| | 6-01 | $126,498.11 | $0.00 | $126,498.11 | $0.00 | $0.00 | $126,498.11 |
| | 6-09 | $171,938.82 | $0.00 | $171,938.82 | $0.00 | $0.00 | $171,938.82 |
| | Year Total: | $298,436.93 | $0.00 | $298,436.93 | $0.00 | $0.00 | $298,436.93 |
| | C-08 | $40.00 | $0.00 | $40.00 | $0.00 | $0.00 | $40.00 |
| Total Of All Funds: | | $298,476.93 | $0.00 | $298,476.93 | $0.00 | $0.00 | $298,476.93 |

# BOROUGH OF ROOSEVELT

I, Scott M. Frueh, Chief Financial Officer of the Borough of Roosevelt, do hereby certify that funds are available for the following bill list to be paid:

| Vendor | Budget Account | Total Award |
|---|---|---|
| 10/19/26 Bill List | various | $298,476.93 |

Scott M. Frueh

Scott M. Frueh
Chief Financial Officer

Dated: 10/19/26

*BOROUGH OF ROOSEVELT*
*COUNTY OF MONMOUTH*
*STATE OF NEW JERSEY*

**RESOLUTION NO. 26-119**
**MEETING DATE: 10-19-2026**

**RESOLUTION APPROVING PROFESSIONAL SERVICES CONTRACT FOR FORESTRY SERVICES WITH FORESTRY CONSULTING, LLC TO PERFORM A UPDATED STREET TREE INVENTORY AND PREPARATION OF COMMUNITY FORESTRY MANAGEMENT PLAN WITHIN THE BOROUGH**

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C/_____ offered the following resolution and moved its adoption, which was seconded by C/_____.

**WHEREAS,** the protection and health of our natural resources are important to all residents of the Borough of Roosevelt, County of Monmouth, State of New Jersey (the "Borough"); and

**WHEREAS,** the Borough's Environmental Commission recommended that the Borough update the street tree inventory and prepare a Community Forestry Management Plan; and

**WHEREAS,** the Borough has obtained a Proposal from Licensed Tree Expert Kevin L. Scibilia of Forestry Consulting, LLC to perform the aforesaid update the street tree and or forestry inventory at a cost not to exceed $2,000.00 and the preparation of Community Forestry Management Plan at a cost not to exceed $5,000.00, with a total cost of $7,000.00; and

**NOW THEREFORE, BE IT RESOLVED,** that the Governing Body of the Borough of Roosevelt authorizes the Borough to enter into a contract in the amount of $7,000.00 with Kevin L. Scibilia of Forestry Consulting, LLC under terms presented in the Proposal attached hereto as Exhibit A; and

**BE IT FURTHER RESOLVED** that this Resolution shall be accompanied by a Certification of Availability of Funds from the Borough's CFO, and is subject to the availability of funds and/or any subsequent approvals granted by the Governing Body from time-to-time under the terms of the contract; and

**BE IT FURTHER RESOLVED** that a notice in accordance with this Resolution and the Local Public Contracts Law shall be published one time in Asbury Park Press; and

**BE IT FURTHER RESOLVED** that Kevin L. Scibilia shall complete and file a Business Entity Disclosure Certification which certifies that Forestry Consulting, LLC has not made any reportable contributions to a political or candidate committee in the Borough of Roosevelt in the previous one year, and that the contract will prohibit Forestry Consulting, LLC from making any reportable contributions through the term of the contract; and

**BE IT FURTHER RESOLVED** that an executed copy of the Contract and a copy of this resolution shall be filed in the office of the Borough Clerk and be available there for public inspection in accordance with the law.

**ROLL CALL:**

**AYES:**
**NAYS:**
**ABSTAIN:**
**ABSENT:**

## CERTIFICATION

**I HEREBY CERTIFY** the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 19, 2026.

_____

Kathleen Hart
Borough Clerk

# EXHIBIT A

# KEVIN L. SCIBILIA

## FORESTRY CONSULTING LLC

184 Sharon Road, Robbinsville, NJ 08691
kstreeexpert@gmail.com | (609) 815-1099


August 23, 2026

Ms. Hillary Wilder
Roosevelt Environmental Commission
Borough of Roosevelt
33 Rochdale Ave.
Roosevelt, NJ 08555

## PROPOSAL

Prepare a Community Forestry Management Plan (CFMP) for the Borough Roosevelt to satisfy the 2024 New Jersey Guidelines for a Community Forestry Management Plan. No cost will be incurred for the management plan until the CFMP is accepted by the State of New Jersey.

The updated guidelines require extensive mapping and a **detailed tree inventory**, as explained in Appendix 5 of the Guidelines. I believe the inventories (street tree and forest) conducted in 2023 will be sufficient with a little updating. A new section on Urban Forest Structure Composition and Trends will draw heavily from the tree inventory data. The tree inventory (see below) must be completed prior to the CFMP.

The Borough of Roosevelt CFMP will be delivered to Roosevelt for review within 120 days of acceptance of the proposal. After revisions the revised CFMP will be submitted for the mayor's signature and then to the New Jersey Urban and Community Forestry (NJUCF) program for acceptance.

**Cost to update the street tree and or forestry inventory $2,000.00**
Due upon completion.

**Cost for preparation of Community Forestry Management Plan: $5,000.00**
Due upon acceptance by NJUCF

Please call or email me if you have any questions or if you want to proceed with the proposed work.

Thank you,

Kevin L. Scibilia
NJ Licensed Tree Expert #279
Master of Science – Forestry

# BOROUGH OF ROOSEVELT

I, Scott M. Frueh, Chief Financial Officer of the Borough of Roosevelt, do hereby certify that funds are available for the following contract to be awarded for updated Tree Inventory and prepare the CFMP:

| Vendor | Budget Account | Total Award |
|---|---|---|
| Kevin L. Scibilia Forestry Consulting, LLC | NJUCF Stewardship Grant | $7,000.00 |

Scott M. Frueh

Scott M. Frueh
Chief Financial Officer

Dated: 10/19/26