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

COUNCIL REGULAR MEETING AGENDA
NOVEMBER 16, 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)

MINUTES:

1. Regular Meeting Minutes – October 19, 2026

CONSENT AGENDA RESOLUTIONS:

Resolution 26-127	Payment of Vouchers November 16, 2026
Resolution 26-128	Resolution of the Borough Council of the Borough of Roosevelt Waiving September/October Water and Sewer Utility Billings for 5 Cedar Court, Block 2, Lot 51
Resolution 26-129	Resolution Accepting Bids and Awarding Contract to Waste Management of New Jersey, Inc. for the Removal of Liquid Sludge from the Borough's Wastewater Treatment Plant
Resolution 26-130	2027 Software Support and License Agreement with Edmunds GovTech
Resolution 26-131	Resolution Awarding Contract to Gaudelli Bros., Inc. Mechanical
Resolution 26-132	A Resolution of the Borough Council of the Borough of Roosevelt Awarding Contracts for Provision of Certain Chemicals to Borough's Water and Sewer Utilities

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. 2027 Best Practices Inventory

PUBLIC COMMENT (Any item)

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

CLOSED SESSION:

Resolution 26-133 Providing for a Private Executive Meeting that Excludes the Public

ADJOURNMENT

TIME OUT: _____

DRAFT

BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH
STATE OF NEW JERSEY

RESOLUTION NO. 26-127
MEETING DATE: 11-16-2026

PAYMENT OF BILLS FOR NOVEMBER 16, 2026

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 November 16, 2026.

_____
Kathleen Hart
Borough Clerk

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

11/12/2026 02:08 PM

11-16-26 BILL LIST

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

Vendor # / P.O. #	PO Date	Name / Description	Status	Amount	Void Amount	Contract	PO Type
AEDSU005		AED SUPERSTORE					
26-00055	01/22/26	AED ELECTRODE PADS	Open	$527.00	$0.00		
APPS4005		APPS4RENT,LLC					
26-00634	11/03/26	OFFICE365-23 EMAIL ACCOUNTS	Open	$1,874.48	$0.00		
BOROU005		BOROUGH OF HIGHTSTOWN					
26-00657	11/10/26	SOLID WASTE CONTRACT:NOV 2026	Open	$7,166.67	$0.00		
BROTH005		BROTHERS MANAGEMENT ASSOC, INC					
26-00545	09/17/26	PHOTO BOOTH-90th ANNIVERSARY	Open	$900.00	$0.00		
CANNI005		CANNIZZARO, SALVATORE					
26-00632	10/28/26	TAX COLL-REIMB:INK CARTS	Open	$93.90	$0.00		
CANNO010		CANNON & MCGUINN, LLC					
26-00620	10/26/26	LEGAL SERVICES-JUL 2026	Open	$3,000.00	$0.00		
26-00621	10/26/26	JUL 2026-GREEN ACRES VIOLATION	Open	$221.85	$0.00		
26-00622	10/26/26	JUL 2026-TELECOM LEASES	Open	$385.00	$0.00		
			Vendor Total:	**$3,606.85**			
CGPHL005		CGP&H, LLC					
26-00640	11/05/26	PROGRAM ADMINISTRATION:OCT2026	Open	$400.00	$0.00		
26-00641	11/05/26	HOUSING REHAB-PROPERTY 2605	Open	$850.00	$0.00		
			Vendor Total:	**$1,250.00**			
CONOV005		CONOVER BUILDING MAINTENANCE					
26-00643	11/05/26	NOV 2026 SERVICES	Open	$223.89	$0.00		
DRALA005		DR. ALAN DUBOWY, DVM					
26-00320	05/28/26	RABIES CLINIC 11/10/26	Open	$150.00	$0.00		
FREEH005		FREEHOLD SOIL CONSERVATION					
26-00642	11/05/26	APPLIC FEE:PINE DRIVE, PHASE 2	Open	$1,520.00	$0.00		
GALLS005		GALLS, INC.					
26-00509	08/27/26	SAFETY VEST,STOP PADDLE,WHISTL	Open	$111.99	$0.00		
GANNE005		GANNETT NJ NEWSPAPERS					
26-00637	11/04/26	OCT 2026 NOTICES	Open	$146.76	$0.00		
HIGHT005		HIGHTSTOWN FUEL SERVICE					
26-00659	11/12/26	WATER PLANT-10/7/26 DELIVERY	Open	$643.80	$0.00		
HOLDE005		HOLDEN, JOHN B.					
26-00082	02/04/26	2026 WATER PLANT MANAGEMENT	Open	$5,415.00	$0.00		B
26-00638	11/04/26	ADDITIONAL SERVICES-OCT 2026	Open	$636.00	$0.00		

Vendor # / P.O. #	PO Date	*Name* / Description	Status	Amount	Void Amount	Contract	PO Type
HOLDE005		HOLDEN, JOHN B.	*Account Continued*				
			Vendor Total:	**$6,051.00**			
INTER015		INTERSTATE WASTE SERVICES, INC					
26-00014	01/08/26	2026 RECYCLING CONTRACT	Open	$3,791.66	$0.00		B
JCPL0005		JCP & L					
26-00649	11/10/26	OCT 2026 ELECTRIC SERVICE	Open	$1,241.47	$0.00		
26-00653	11/10/26	W/S-OCT 2026 ELECTRIC SERVICE	Open	$3,827.87	$0.00		
			Vendor Total:	**$5,069.34**			
LEAF0005		LEAF COMMERCIAL CAPITAL, INC.					
26-00629	10/28/26	KYOCERA COPIER PYMT 36 OF 60	Open	$171.48	$0.00		
LENEG005		LENEGAN PLUMBING & HEATING,LLC					
26-00571	09/30/26	REPLACE METER PIT-30 HOMESTEAD	Open	$2,700.00	$0.00		
LYONS005		LYONS ENVIRONMENTAL SERV, LLC					
26-00087	02/09/26	2026 SEWER PLANT MANAGEMENT	Open	$9,900.00	$0.00		B
26-00646	11/06/26	WATER TESTING 10/6/26	Open	$50.00	$0.00		
			Vendor Total:	**$9,950.00**			
ORKIN005		ORKIN PEST CONTROL SERVICE					
26-00557	09/23/26	SEP 2026 PEST CONTROL	Open	$63.00	$0.00		
26-00644	11/05/26	OCT 2026 PEST CONTROL	Open	$63.00	$0.00		
26-00645	11/05/26	NOV 2026 PEST CONTROL	Open	$63.00	$0.00		
			Vendor Total:	**$189.00**			
PEGER005		PEGER, KYLE d/b/a					
26-00214	04/09/26	PUBLIC LAND MAINTENANCE:2026	Open	$1,920.00	$0.00		B
PETTY005		PETTY CASH					
26-00617	10/22/26	REIMBURSE PETTY CASH	Open	$20.40	$0.00		
26-00635	11/04/26	REIMBURSE PETTY CASH	Open	$17.05	$0.00		
26-00650	11/10/26	REIMBURSE PETTY CASH	Open	$60.00	$0.00		
26-00651	11/10/26	REIMBURSE PETTY CASH	Open	$20.10	$0.00		
			Vendor Total:	**$117.55**			
PLOSI005		PLOSIA COHEN LLC					
26-00636	11/04/26	LEGAL SERVICES-OCT 2026	Open	$1,350.50	$0.00		
POSTM005		POSTMASTER					
26-00615	10/20/26	100 STAMPS:TAX & W/S COLLECTOR	Open	$82.00	$0.00		
PSEGC005		PSE & G CO.					
26-00658	11/12/26	OCT 2026 GAS SERVICE	Open	$148.60	$0.00		
PUMPI005		PUMPING SERVICES, INC.					
25-00272	04/24/25	EMERGENCY-TORQUE DRIVE	Open	$20,233.42	$0.00		
ROBER005		ROBERTS ENGINEERING GROUP, LLC					
23-00499	09/25/23	ROAD IMPROVEMENTS:NORTH VALLE	Open	$62.50	$0.00		B

Vendor # / P.O. #	PO Date	Name / Description	Status	Amount	Void Amount	Contract	PO Type
ROBER005		ROBERTS ENGINEERING GROUP, LLC		*Account Continued*			
24-00371	06/19/24	SEWER MAIN REPAIR/REPLACE:NVR	Open	$468.75	$0.00		B
25-00229	04/08/25	ROAD IMPROV:LAKE/SPRUCE/S.VALL	Open	$343.75	$0.00		B
26-00141	03/05/26	PREP RESTORATION SURVEY B7/L23	Open	$470.00	$0.00		B
26-00216	04/09/26	WATER MAIN REPLACEMENT:PINE	Open	$1,540.00	$0.00		B
26-00417	07/13/26	HVAC SYSTEM IN FIRST AID BAYS	Open	$6,780.00	$0.00		B
26-00648	11/09/26	RVW WATERSHED ASSESSMENT INFC	Open	$200.00	$0.00		
			Vendor Total:	**$9,865.00**			
ROOSE005		ROOSEVELT BOARD OF EDUCATION					
26-00656	11/10/26	NOV 2026 SCHOOL TAXES	Open	$167,247.00	$0.00		
SCHUB005		SCHUBIGER, ERIC					
26-00630	10/28/26	REIMB:FOOD & SUPPLIES	Open	$534.26	$0.00		
SHORE005		SHORE BUSINESS SOLUTIONS					
26-00631	10/28/26	USAGE 9/21/26-10/20/26	Open	$4.48	$0.00		
STAPL005		STAPLES BUSINESS ADVANTAGE					
26-00613	10/19/26	OFFICE & JANITORIAL SUPPLIES	Open	$147.00	$0.00		
SUTPH005		SUTPHEN MEMORIAL, INC.					
26-00015	01/08/26	2026 CEMETERY MANAGEMENT	Open	$775.00	$0.00		B
THEHO010		THE HOME DEPOT					
26-00652	11/10/26	50' GARDEN HOSE & SPRAY NOZZLE	Open	$60.96	$0.00		
THEKI005		THE KIDS AT OUR HOUSE, INC.					
26-00618	10/26/26	PERFORMANCE ON 10/24/26	Open	$425.00	$0.00		
THEWA005		THE WATERSHED INSTITUTE					
26-00239	04/22/26	PREPARE WATERSHED MGMT PLAN	Open	$868.13	$0.00		B
TOWNS015		TOWNSHIP OF MANALAPAN					
26-00655	11/10/26	ANIMAL CONTROL SERV-NOV 2026	Open	$1,041.66	$0.00		
TREEW005		TREE WISE MEN, LLC					
26-00577	10/05/26	EMERG:TREE REMOVAL IN PARK	Open	$2,400.00	$0.00		
VERIZ015		VERIZON					
26-00628	10/27/26	PHONE/INTERNET-OCT 2026	Open	$1,065.45	$0.00		
WWGRA005		W.W. GRAINGER, INC.					
26-00542	09/16/26	(4) FLOTATION AID	Open	$669.65	$0.00		
WEBHA005		WEB HAULING & DISTRIBUTION,INC					
26-00564	09/28/26	PUMP SLUDGE TANK 8/28/26	Open	$1,750.00	$0.00		
26-00633	10/29/26	PUMP LAKE DR PUMP PIT 10/26/26	Open	$274.40	$0.00		
			Vendor Total:	**$2,024.40**			
WEBOU005		WEB OUTBACK					
26-00619	10/26/26	RESTROOM RENTAL-JUL/AUG/SEP	Open	$525.00	$0.00		

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Vendor # / P.O. #	PO Date	*Name* / Description	Status	Amount	Void Amount	Contract	PO Type
WEBOU005		WEB OUTBACK	*Account Continued*				

Total Purchase Orders: 59 Total P.O. Line Items: 0 Total List Amount: $257,642.88 Total Void Amount: $0.00

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	5-09	$20,233.42	$0.00	$20,233.42	$0.00	$0.00	$20,233.42
	6-01	$205,702.98	$0.00	$205,702.98	$0.00	$0.00	$205,702.98
	6-09	$26,903.35	$0.00	$26,903.35	$0.00	$0.00	$26,903.35
	Year Total:	$232,606.33	$0.00	$232,606.33	$0.00	$0.00	$232,606.33
	C-04	$1,926.25	$0.00	$1,926.25	$0.00	$0.00	$1,926.25
	C-08	$2,008.75	$0.00	$2,008.75	$0.00	$0.00	$2,008.75
	Year Total:	$3,935.00	$0.00	$3,935.00	$0.00	$0.00	$3,935.00
	G-02	$868.13	$0.00	$868.13	$0.00	$0.00	$868.13
Total Of All Funds:		$257,642.88	$0.00	$257,642.88	$0.00	$0.00	$257,642.88

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
11/16/26 Bill List	various	$257,642.88

Scott M. Frueh

Scott M. Frueh
Chief Financial Officer

Dated: 11/16/26

BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH
STATE OF NEW JERSEY

RESOLUTION NO. 26-128
MEETING DATE: 11-16-2026

RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF ROOSEVELT WAIVING SEPTEMBER/OCTOBER WATER AND SEWER UTILITY BILLINGS FOR 5 CEDAR COURT, BLOCK 2, LOT 51

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

WHEREAS, the Borough of Roosevelt, County of Monmouth, State of New Jersey (the "Borough") operates public water and sewer utilities that provide such services to certain properties within the Borough; and

WHEREAS, the property known as 5 Cedar Court, Block 2, Lot 51 (the "Property") maintains utility accounts with the Borough; and

WHEREAS, in early March 2023, the structures located upon the Property were severely damaged and destroyed in a casualty loss incident; and

WHEREAS, during the months of September and October 2026, the Borough billed the Property's utility accounts for structures that were no longer habitable and/or no longer existed upon the Property; and

WHEREAS, the Borough has determined that the amount billed to the Property's accounts do not accurately reflect the utilities being utilized, and finds that the Property did not utilize any of the municipal services for which it was billed.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey does hereby authorize the Borough CFO and Tax Collector to cancel and/or waive the Property's water/sewer utility bill for September/October 2026 in the amount of $372.00; and

BE IT FURTHER RESOLVED, that any interest and late fees shall be waived on the Property's water/sewer utility accounts relating to the above-authorized cancellation; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Borough CFO, Tax Collector, and the owner of the Property.

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 November 16, 2026.

_____

Kathleen Hart
Borough Clerk

BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH
STATE OF NEW JERSEY

RESOLUTION NO. 26-129
MEETING DATE: 11-16-2026

RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT TO WASTE MANAGEMENT OF NEW JERSEY, INC. FOR THE REMOVAL OF LIQUID SLUDGE FROM THE BOROUGH'S WASTEWATER TREATMENT PLANT

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

WHEREAS, the Borough of Roosevelt, County of Monmouth, State of New Jersey (the "Borough") operates a wastewater treatment plant, which requires the periodic removal and hauling of liquid sludge by a qualified and licensed contractor; and

WHEREAS, the Borough solicited bids from qualified and licensed contractors to remove liquid sludge from the Borough's wastewater treatment plant from January 1, 2027 to December 31, 2028, and received four (4) timely bids as follows:

Russell Reid Waste Hauling & Disposal Service Co., Inc. Keasbey, New Jersey	$0.0969 per gallon
Freehold Cartage, Inc. Freehold, New Jersey	$0.0939 per gallon
Coppola Services, Inc. Ringwood, New Jersey	$0.105 per gallon
Waste Management of New Jersey, Inc. Elizabeth, New Jersey	$0.0929 per gallon

WHEREAS, Waste Management of New Jersey, Inc. submitted the lowest responsible bid in the amount of $0.0929 per gallon; and

WHEREAS, the Borough CFO has certified that funds are available to award the contract.

NOW THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Roosevelt hereby awards a contract in the amount of $0.0929 per gallon to Waste Management of New Jersey, Inc. for the removal of liquid sludge from the Borough's wastewater treatment plant from January 1, 2027 to December 31, 2028.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be sent to the Chief Financial Officer, Purchasing Agent, Borough Engineer, Borough Sewer Utility Operator, Waste Management of New Jersey, Inc. and unsuccessful bidders.

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 November 16, 2026.

_____

Kathleen Hart
Borough Clerk

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 Sludge Removal and Hauling:

Vendor	Budget Account	Total Award
Waste Management of NJ	Sewer O/E	$0.0929/gallon

Amounts past the 2026 budget are subject to sufficient funds being available in future budgets.

Scott M. Frueh

Scott M. Frueh
Chief Financial Officer

Dated: 11/16/26
Prepared by A.Debevec

BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH
STATE OF NEW JERSEY

RESOLUTION NO. 26-130
MEETING DATE: 11-16-2026

2027 SOFTWARE SUPPORT AND LICENSE AGREEMENT WITH EDMUNDS GOVTECH

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

WHEREAS, the Borough of Roosevelt wishes to maintain a software support and license agreement for the Roosevelt Administrative Offices from Edmunds GovTech for CY2027 as follows:

HOSTING (LEVEL I)	$ 3,497.89
TAX COLLECTIONS	$ 3,133.05
FINANCIAL ACCOUNTING	$ 4,696.16
UTILITY BILLING	$ 3,291.44
MCSJ WIPP TAX ANNUAL FEE	$ 1,707.70
MCSJ WIPP UTILITY ANNUAL FEE	$ 1,707.70
TOTAL	$18,033.94

WHEREAS, the purchase of goods and services by local contracting units is authorized by Local Public Contracts Laws, N.J.S.40A:11-12; and

WHEREAS, the actual cost for the support agreements listed herein shall be $18,033.94 for calendar year 2027; and

WHEREAS, the CFO has certified that funds will be available in the 2027 Temporary Budget for the purpose stated in this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Roosevelt, County of Monmouth, State of New Jersey, hereby authorize the Mayor or the Borough Treasurer/Purchasing Agent to execute the support agreements for computer software and maintenance as described herein for the calendar year 2027.

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Borough Clerk to be a true copy, is forwarded to the following: Edmunds GovTech, Chief Financial Officer, Treasurer and Tax Collector.

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 November 16, 2026.

_____
Kathleen Hart
Borough Clerk

BOROUGH OF ROOSEVELT

I, Scott M. Frueh, Chief Financial Officer of the Borough of Roosevelt, do hereby certify that funds will be appropriated in the **2027 temporary budget** for the following contract to be awarded:

Vendor	Budget Account	Total Award
Edmunds GovTech (2027 Software Maint & Cloud Hosting)	Data Processing-O/E, W/S-O/E	18,033.94

Scott M. Frueh

Scott M. Frueh
Chief Financial Officer

Dated: 11/16/26
Prepared by A.Debevec

Edmunds GovTech
301 Tilton Road
Northfield, NJ 08225

Thank you for your business! Please contact us at AR@Edmundsgovtech.com with questions regarding this invoice.

RECEIVED
OCT 22 2026
BOROUGH OF ROOSEVELT

INVOICE

Invoice #: 27-IN0766
Invoice Date: 10/01/2026
Payment Terms: Net 90
Due Date: 1/01/2027

Description: 2027 Software Maintenance & Cloud Hosting

cc: M & C
S. Fruch
K. Hart

Attn: Accounts Payable
Roosevelt Borough
33 North Rochdale Ave, PO Box 128
Roosevelt, NJ 08555

QTY	SERVICE ID	DESCRIPTION	UNIT PRICE	AMOUNT	NOTES
1	1-OS-9037-7	Hosting (Level I)	$3497.89	$3,497.89	Contract #: 22-1177-5
1	1-FM-0012-5	Finance Super Suite Maintenance	$4696.16	$4,696.16	Contract #: LSW-C0595-6
1	1-RM-1307-5	Real Property Tax Billing Maintenance	$3133.05	$3,133.05	Contract #: LSW-C0595-6
1	1-RM-1315-5	WIPP - Tax Maintenance	$1707.7	$1,707.70	Contract #: LSW-C0595-6
1	1-RM-1310-5	Utility Billing & Collections Maintenance	$3291.44	$3,291.44	Contract #: LSW-C0595-6
1	1-RM-1317-5	WIPP - Utility Maintenance	$1707.7	$1,707.70	Contract #: LSW-C0595-6
			TOTAL:	$18,033.94	
			PAYMENTS/ CREDITS APPLIED:	$0.00	
			TOTAL AMOUNT DUE:	$18,033.94	

edmunds
GovTech

October 1, 2026

Dear Valued Customer,

Thank you for your continued partnership with Edmunds GovTech. We value the trust you place in us and recognize the important role our software and services play in supporting your organization and the communities you serve. We take that responsibility seriously and remain committed to providing the reliable technology, responsive support, and ongoing innovation you have come to expect from us.

Enclosed is your annual maintenance renewal invoice for the upcoming term. Each year, we carefully evaluate our pricing, balancing the rising costs of delivering and supporting our solutions with our commitment to keeping our products affordable for our customers. Historically, we have limited annual price adjustments to 0–5%, even as costs from our technology vendors, infrastructure providers, and other service partners have frequently increased by 10% or more. Through operational efficiencies and continued investment in our business, we have worked hard to absorb much of these rising costs rather than pass them along to our customers.

This year, after careful consideration, we are implementing a 10% increase to our annual renewals. We recognize this is a larger adjustment than in prior years, and we understand the challenges of managing public budgets and making every dollar count. This decision was not made lightly. It reflects the cumulative impact of rising costs and our commitment to maintaining the quality, reliability, security, and level of service you deserve.

More importantly, we want you to know that our commitment to your success has never been stronger. Our goal is to ensure that the value you receive from EGT continues to grow alongside your investment in our solutions.

We continue to invest in the products and services you rely on every day, while developing new capabilities that will help your organization operate more efficiently and better serve your community. These investments include AI-powered features designed to reduce manual work and save your staff valuable time, new web portals that improve accessibility and convenience for your team and constituents, and ongoing enhancements to product performance, security, and usability.

Equally important is our continued investment in the people behind our technology. From software development and implementation to ongoing customer support, everything we do is handled in-house by our dedicated EGT team. This approach allows us to maintain the quality of our solutions, provide responsive and knowledgeable support, and build lasting relationships with the customers we serve. As your needs evolve, we remain committed to being a trusted partner who understands the unique challenges of local government and is invested in your long-term success.

If you have any questions about your renewal, please reach out to your dedicated Client Success Manager. We welcome the opportunity to discuss your renewal and how we can continue supporting your organization's goals.

Thank you again for your continued trust and partnership. We look forward to serving you and your community for many years to come.

Best Regards,
Edmunds GovTech

301 Tilton Road, Northfield, NJ 08225
www.EdmundsGovTech.com | 609.645.7333

BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH
STATE OF NEW JERSEY

RESOLUTION NO. 26-131
MEETING DATE: 11-16-2026

RESOLUTION AWARDING CONTRACT TO GAUDELLI BROS., INC. MECHANICAL

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

WHEREAS, the Borough received bids for the Borough Hall Community Room HVAC Improvements Project on October 27, 2026; and

WHEREAS, four (4) contractors submitted bids; and

WHEREAS, per N.J.S.A 40A:11-24, the contracting unit shall award the contract or reject all bids within such time as may be specified in the invitation to bid, but in no case more than 60 days, except that the bids of any bidders who consent thereto may, at the request of the contracting unit, be held for consideration for such longer period; and

WHEREAS, the bids received are as follows:

1.	Gaudelli Bros., Inc. Mechanical, Millville NJ	$59,800.00
2.	All Coast Service, Inc., Howell, NJ	$63,817.00
3.	Waystar Industries Corp., Long Branch, NJ	$94,454.00
4.	EACM Corp., Eatontown, NJ	$95,000.00

WHEREAS, the lowest responsible bid received was that of Gaudelli Bros., Inc. Mechanical in the amount of $59,800.00, which has been found to comply in all respects with the terms and conditions of the specifications; and

WHEREAS, the Borough CFO has certified that funds are available to award the contract.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Roosevelt hereby awards a contract in the amount of $59,800.00 to Gaudelli Bros., Inc. Mechanical for Borough Hall Community Room HVAC Improvements.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be sent to the Chief Financial Officer, Purchasing Agent and Gaudelli Bros., Inc. Mechanical.

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 November 16, 2026.

_____
Kathleen Hart
Borough Clerk

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:

Vendor	Budget Account	Total Award
Gaudelli Bros., Inc. (Community Room HVAC Improvements)	ARPA FUNDS	59,800.00

Contingent upon the adoption of the 2026 budget

Scott M. Frueh

Scott M. Frueh
Chief Financial Officer

Dated: 11/16/26
Prepared by A.Debevec

BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH
STATE OF NEW JERSEY

RESOLUTION NO. 26-132
MEETING DATE: 11-16-2026

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF ROOSEVELT AWARDING CONTRACTS FOR PROVISION OF CERTAIN CHEMICALS TO BOROUGH'S WATER AND SEWER UTILITIES

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

WHEREAS, the Borough of Roosevelt, County of Monmouth, State of New Jersey (the "Borough") operates a water treatment plant and wastewater treatment plant, both of which utilize and require certain chemicals for their respective treatment processes; and

WHEREAS, the Borough solicited bids for the provision of the following chemicals to the Borough from January 1, 2027 to December 31, 2028, which bids were due on or before October 15, 2026:

(1) Sodium Hypochlorite Solution;
(2) Sodium Aluminate;
(3) Sodium Bisulfite;
(4) Sodium Hydroxide (25%) (aka Caustic Soda);
(5) Delta Floc; and

WHEREAS, the Borough received one (1) bid for the provision of Sodium Hypochlorite Solution from:

(1) W.R. Newman Company d/b/a Miracle Chemical Company $4.99/gallon Sewer Plant
W.R. Newman Company d/b/a Miracle Chemical Company $7.99/gallon Water Plant; and

WHEREAS, the Borough received no bids for the provision of Sodium Aluminate; and

WHEREAS, the Borough received two (2) bids for the provision of Sodium Bisulfite from:

(1) PVS Minibulk, Inc. $8.52/gallon
(1) W.R. Newman Company d/b/a Miracle Chemical Company $5.88/gallon; and

WHEREAS, the Borough received one (1) bid for the provision of Sodium Hydroxide (25%) (aka Caustic Soda) from:

(1) PVS Minibulk, Inc. $7.08/gallon; and

WHEREAS, the Borough received no bids for the provision of Delta Floc; and

WHEREAS, the Borough CFO has certified that funds are available to award the foregoing contracts.

NOW THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Roosevelt hereby awards contracts for the provision of certain chemicals to the Borough water treatment plant and wastewater treatment plant as follows:

(1) Sodium Hypochlorite Solution
W.R. Newman Company d/b/a Miracle Chemical
January 1, 2027 to December 31, 2028
$4.99/gallon Sewer Plant
$7.99/gallon Water Plant

(2) Sodium Bisulfite
W.R. Newman Company d/b/a Miracle Chemical
January 1, 2027 to December 31, 2028
$5.88/gallon

(3) Sodium Hydroxide (25%) (aka Caustic Soda)
PVS Minibulk, Inc.
January 1, 2027 to December 31, 2028
$7.08/gallon

BE IT FURTHER RESOLVED, that a certified copy of this resolution be sent to the Chief Financial Officer, Purchasing Agent, Borough Engineer, Borough Water Utility Operator, Borough Sewer Utility Operator, W.R. Newman Company d/b/a Miracle Chemical and PVS Minibulk, Inc.

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 November 16, 2026.

_____
Kathleen Hart
Borough Clerk

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:

Vendor	Budget Account	Total Award
W.R. Neumann Company, Inc.	Sewer-O/E (Sodium Hypochlorite Solution)	unit pricing
	Water-O/E (Sodium Hypochlorite Solution)	unit pricing
	Sewer-O/E (Sodium Bisulfite)	unit pricing

Subject to sufficient funds being available in 2027 and subsequent adopted budgets.

Scott M. Frueh

Scott M. Frueh
Chief Financial Officer

Dated: 11/16/26

Prepared by: A.Debevec

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:

Vendor	Budget Account	Total Award
PVS Minibulk, Inc.	Water-O/E (Sodium Hydroxide)	unit pricing

Subject to sufficient funds being available in 2027 and subsequent adopted budgets.

Scott M. Frueh

Scott M. Frueh
Chief Financial Officer

Dated: 11/16/26

Prepared by: A.Debevec

Return to Question List (../?id=f6226a45-91bd-f111-aaae-001dd80c29f3)

Best Practices Inventory Online Platform

Roosevelt Borough

Scoring

Current Score: 40

Score	**Aid Withheld**
0 - 27	100% of final aid payment withheld
27 - 30	50% of final aid payment withheld
30 - 33	25% of final aid payment withheld
34 +	No aid withholding

Best Practices Inventory Online Platform

Survey

Roosevelt Borough

Printable Current Answers

001	Core Competencies	Budget
Pursuant to recently enacted P.L. 2025, c.185, calendar year municipalities must approve/adopt their introduced budgets no later than March 31/April 30 or the date of the next regularly scheduled governing body meeting thereafter (or, for State Fiscal Year municipalities, August 10/September 20 or the date of the next regularly scheduled governing body meeting thereafter). See Local Finance Notice 2026-05. Timely budget adoption helps a municipality avoid having to issue estimated tax bills or tax anticipation notes (TANs). Did your municipality introduce and adopt its current year budget no later than the above-referenced dates? This question may only be answered N/A if your municipality's budget is subject to adoption by the Local Finance Board under State Supervision or if the Division instructed the municipality to delay budget adoption.		[0.00] No

002	Core Competencies	Budget
As amended by P.L. 2025, c.185, N.J.S.A. 40A:5-12 requires the chief financial officer of each Calendar Year municipality to file the Annual Financial Statement (AFS) with the Division no later than March 10. The deadline remains August 10 for SFY municipalities. The law was also amended to allow the Director to issue a $100 per day penalty, payable by the CMFO, for failure to file. Did your municipality file its AFS with the Division by no later than the statutory deadline?		[0.00] No

003	Core Competencies	Budget
Pursuant to N.J.S.A. 40A:2-40, the chief financial officer in each municipality shall, before the end of the first month of the fiscal year, file its Annual Debt Statement with the Division of Local Government Services. Did your municipality file its Annual Debt Statement for the preceding fiscal year with the Division no later than January 31 (July 31 for SFY municipalities)?		[1.00] Yes

004	Core Competencies	Budget	
Ahead of the public hearing on the budget, did your municipality make a user-friendly section of its CY2026/SFY2027 introduced budget available to the public as required pursuant to N.J.A.C. 5:30-3.8?			[0.00] No
005	Core Competencies	Budget	
N.J.A.C. 5:30-7.4 disqualifies from local examination a municipality that has failed to submit to the Division the user-friendly budget section corresponding with the previous year's adopted budget. Has your municipality electronically submitted to the Division the User-Friendly Budget section of its adopted CY2024/SFY2025 and CY2025 budgets?			[1.00] Yes
006	Best Practices	Budget	
Has your municipality created an accumulated absence liability trust fund pursuant to N.J.A.C. 5:30-15.5, and annually deposit appropriations into the fund? Only answer N/A if your municipality 1) does not offer (for any employee hired after a certain date) payouts upon retirement for accumulated sick leave, and 2) no current employee has a grandfathered right to sick leave payouts upon retirement.			[0.50] Yes
007	Best Practices	Budget	
N.J.S.A. 40A:4-62.1 allows municipalities to establish a storm recovery reserve for purposes such as, but not limited to, snow, ice, and debris removal. Unexpended balances budgeted annually for storm recovery purposes may be lapsed into the reserve. Review LFN 2025-10 for further information. Has your municipality established a storm recovery reserve to ensure the consistent availability of funds for this purpose?			[0.00] No
008	Best Practices	Budget	
Does your municipality engage in long-term financial planning with 5-year budget projections and cash flow forecasts?			[0.50] Yes

009	Best Practices	Budget
A formal policy regarding municipal budget surplus (i.e. fund balance) is critical to making informed financial decisions, and the lack of a policy could lead bond rating agencies to downgrade your municipality's credit rating. In developing said surplus policy, the CMFO should analyze and explain at least a five (5) year trend of surplus, describing the factors causing each annual increase or decrease in order to develop a realistic and sustainable surplus policy. Has your municipality formally adopted a written policy that clearly states a specific unrestricted surplus amount or percentage of total revenue available to support its annual budget?		[0.50] Yes
010	Best Practices	Budget
Did your municipality's most recent adopted budget maintain a fund balance (surplus) of at least 20% of appropriations or higher? If you answered No, please state the reason(s) for this budgeting decision under Comments.		[0.50] Yes
011	Best Practices	Budget
Did your municipality's most recent adopted budget rely on one-time revenues in an amount at or below 10% of total revenues? If you answered No, please state the reason(s) for this budgeting decision under Comments.		[0.00] No
012	Best Practices	Budget
If your municipality answered No to Questions 10 or 11, has your municipality formulated a plan for reversing those practices in your municipality's next upcoming budget?		[0.00] No Comment: Small Borough no real revenue. Only taxes, fund balance and State Aid. All others are miscellaneous revenue not anticipated.
013	Unscored Survey	Budget
If your municipality permits one or more classes of cannabis businesses, does your municipality impose a local cannabis tax pursuant to N.J.S.A. 40:48I-1?		[0.00] N/A

014	Core Competencies	Budget	
If your municipality has authorized special emergency authorizations financed by Special Emergency Notes (N.J.S.A. 40A:4-55), is the municipality current on the mandatory annual redemption schedule of retiring at least one-fifth (1/5) of each note annually with no rollovers or renewals beyond the statutory five-year term?			[1.00] N/A
015	Core Competencies	Capital Projects	
Any municipality having its own water system is required to adopt an annual capital budget and program reflecting the water infrastructure improvements listed on the annual Water Quality Accountability Act (WQAA) capital improvement report. The WQAA capital improvement report must be submitted to the Department of Environmental Protection (DEP) by no later than March 15. If your municipality has its own water system, does the capital budget and program reflect the capital projects listed in the annual WQAA report submitted to DEP that fall within the time period of the municipality's capital budget and capital program?			[1.00] Yes
016	Core Competencies	Capital Projects	
Has your municipality adopted a capital program as defined by N.J.A.C. 5:30-4.2, meaning a moving, multi-year plan and schedule for capital projects (including prospective financing sources) and, when pertinent, first year operating costs and savings? Only answer N/A if your municipality does not have a capital budget and is not required to adopt a capital budget pursuant to N.J.A.C. 5:30-4.3.			[1.00] Yes
017	Unscored Survey	Emergency Services	
A disaster preparedness drill can help plan appropriate emergency responses for scenarios such as, but not limited to, natural disasters, active shooter, wildfires, and chemical spills. Has your municipality participated in a disaster preparedness drill involving local, county, and/or regional partners within the past year?			[0.00] No Comment: Unless performed by State and interlocal agreements.
018	Best Practices	Environment	
Have one or more public electric vehicle charging stations been installed on municipal property?			[0.00] No

019	Best Practices	Environment	
When purchasing new vehicles, does your municipality have a formal policy to purchase hybrid or altenative fuel vehicles whenever such vehicles are suited to the intended use? Only answer N/A if your municipality does not own any vehicles.			[0.00] No
020	Core Competencies	Ethics	
The Local Government Ethics Law, designed to ensure transparency in government, requires local government officers to file Financial Disclosure Statements (FDSs) annually. Compliance by local elected officials is required by N.J.S.A. 40A:9-22.6. Did all governing body members timely file their annual Financial Disclosure Statements for 2026 such that they were not issued a Notice of Violation (NOV) by the Local Finance Board? A "No" answer is permissible if the governing body members' NOV were rescinded by the Board. Only answer N/A if your municipality has an ordinance on the books establishing a municipal ethics board.			[1.00] Yes
021	Core Competencies	Ethics	
If your municipality has a municipal ethics board, did the municipal ethics board enforce the Financial Disclosure Statement (FDS) statute by issuing violations to local government officers (LGOs) who were on the 2026 roster but did not file the FDS by April 30, 2026? Only answer N/A if your municipality does not have an ordinance on the books establishing a municipal ethics board.			[1.00] N/A
022	Core Competencies	Financial Administration	
Audit findings address areas needing improvement and ignoring these findings devalues the process. Municipalities should correct noted deficiencies. Have the audit findings in your municipality's 2024 audit been identified in a corrective action plan and not been repeated in the 2025 audit? If the answer is no, please list the repeat findings, along with the date the corrective action plan was submitted to DLGS, under Comments. If your municipality's 2025 audit is late, answer "No" and state "2025 audit not complete". Only answer "N/A" if there were no audit findings in the 2025 audit. If you did not answer no, please type "No Repeat Audit Findings" into the Comment Box.			[0.00] No Comment: 2025 audit not complete

023	Core Competencies	Financial Administration	
At its July 2023 meeting, the Local Finance Board adopted an amendment to N.J.A.C. 5:30-8.2 that converted the previously suggested surety bond schedule for a CMFO to a mandatory minimum schedule. This change came into effect on January 1, 2024. See Local Finance Notice 2023-21 for further details and to view the exposure index. Through a blanket bond or an individual bond, does your municipality provide a fidelity bond with faithful performance coverage for the CMFO that meets at least the minimum schedule set forth in N.J.A.C. 5:30-8.2?			[1.00] Yes
024	Core Competencies	Financial Administration	
N.J.A.C. 5:30-5.7 requires municipalities to maintain a general ledger for not only the current fund, but also for all other funds, as well as post totals for all funds to the general ledger on at least a monthly basis and maintain required original books of entry in an electronic format. See Local Finance Notice 2024-09 for further details. Does your municipality maintain a general ledger for its current fund and all other funds in accordance with N.J.A.C. 5:30-5.7?			[1.00] Yes
025	Core Competencies	Financial Administration	
Does your municipality post totals for all funds to the general ledger on at least a monthly basis?			[1.00] Yes
026	Core Competencies	Financial Administration	
Does your municipality maintain required original books of entry in an electronic format?			[1.00] Yes
027	Core Competencies	Financial Administration	
Regular cash flow analysis by a municipality's finance office is critical to maintaining essential services and ensuring fiscal solvency. The Government Finance Officers Association offers cash flow forecasting guidance at https://www.gfoa.org/cash-flow-forecasting. Does your municipality's finance office generate a cash flow report on at least a quarterly basis with administration and elected officials updated on the results?			[0.00] No
028	Core Competencies	Financial Administration	
If your municipality received a legislative grant-in-aid from the FY26 State Budget, is your municipality 1) in compliance with all documentation and closeout requirements, 2) maintaining current agency information in SAGE, and 3) ensuring that the agency profile in SAGE does not lapse?			[1.00] N/A

029	Best Practices	Financial Administration
N.J.A.C. 5:30-8.3(a)(3) establishes a schedule of minimum dollar amounts for tax collector surety bonding. However, to provide a higher level of security for public funds, municipalities are encouraged to adopt the more stringent schedule for tax collector surety bonding specified in N.J.A.C. 5:30-8.3(a)(4). Has your municipality adopted the more stringent surety bonding schedule for tax collectors set forth in N.J.A.C. 5:30-8.3(a)(4) or higher?		[0.50] Yes
030	Best Practices	Financial Administration
N.J.A.C. 5:30-8.4 (a) establishes a schedule of minimum dollar amounts for municipal court surety bonding, specifically for municipal judges and municipal court administrators. However, subsection (b) of 5:30-8.4 encourages municipalities to adopt a more stringent schedule for municipal court surety bonding that is specified in the subsection. Has your municipality adopted the more stringent surety bonding schedule for municipal court judges and court administrators set forth in N.J.A.C. 5:30-8.4(b) or higher?		[0.00] No Comment: Shared service agreement with Millstone Twp.
031	Unscored Survey	Financial Administration
Has the federal government rescinded or suspended one or more municipal grants since the beginning of this year? If so, please list the affected grants in the Comments field. If not, insert "Answered No" in the Comments field.		[0.00] No Comment: Answered No
032	Unscored Survey	Historic Preservation
Does your municipal land use ordinance provide for an historic preservation commission that is governed under N.J.S.A. 40:55D-107?		[0.00] Yes
033	Core Competencies	Insurance
The purchase of insurance coverage and consultant services is a limited exception to public bidding by virtue of being deemed an Extraordinary Unspecifiable Service (EUS) pursuant to N.J.S.A. 40A:11-5(a)(ii) and 40A:11-5(1)(m). See Page 3 of Local Finance Notice AU-2002-2 for further details. The standard EUS certification declaration is available at https://www.nj.gov/dca/dlgs/programs/lpcl_docs/Model_Forms/eus_letter.pdf. Do not submit the form to DLGS. If your municipality has procured insurance under the EUS exception to public bidding, has your municipality followed the procedural requirements of an EUS in doing so?		[1.00] N/A

034	Best Practices	Insurance	
If your municipality contracts with an insurance broker for health insurance, and said contract exceeds the Local Public Contracts Law (LPCL) bid threshold, is your municipality's health insurance broker being procured through a competitive contracting or sealed bid process conducted pursuant to the Local Public Contracts Law? Only answer N/A if your municipality does not contract with an insurance broker for health insurance or, if it does, the contract does not exceed your municipality's LPCL bid threshold.			[0.50] N/A
035	Best Practices	Insurance	
Insurance broker fees dependent on the amount of health insurance premiums or fees paid by the municipality are vulnerable to abuse as brokers could face conflicting incentives in seeking lower-cost health insurance alternatives. If your municipality contracts with an insurance broker for health insurance, is the structure for broker payments set at a flat-fee rather than on a commission basis to mitigate the risk of a broker recommending more expensive health insurance coverage to earn higher fees? Only answer N/A if your municipality does not contract with an insurance broker for health insurance.			[0.50] N/A
036	Unscored Survey	Insurance	
If your municipality offers non-SHBP employee health benefit coverage (excluding Rx and dental), did your municipality switch from SHBP to non-SHBP health benefit coverage within the past four (4) years?			[0.00] No
037	Unscored Survey	Insurance	
What type of employee health benefit coverage (excluding Rx and dental) does your municipality currently offer?			[0.00] SHBP
038	Core Competencies	Lead Remediation	
Subsection h. of N.J.S.A. 52:27D-437.16 requires each municipality to assess an additional fee of $20 per unit inspected for lead hazards and deposited into the Department of Community Affairs' Lead Hazard Control Assistance Fund established pursuant to N.J.S.A. 52:27D-437.4. Does your municipality assess and collect the above-reference $20 fee assessment for each lead inspection and send the proceeds to the Department of Community Affairs' Division of Housing & Community Resources for deposit into the Fund?			[1.00] Yes

039	Core Competencies	Lead Remediation	
Have all rental dwellings that have experienced tenant turnover since July 2022 been inspected for lead prior to being re-occupied?			[1.00] Yes
040	Core Competencies	Personnel	
For any current municipal officers and employees NOT required by contract or municipal policy to make health benefit contributions in the amounts specified by the Chapter 78 health benefit contribution grid (excluding Rx and dental), is your municipality requiring those employees to contribute at least 1.5% of base salary towards health benefits pursuant to P.L. 2010, c. 2? See Local Finance Notices 2010-12 and 2011-20R for further details. Answer N/A if all of your municipality's officers and employees are required by contract or municipal policy to contribute at least the amount required by P.L. 2011, c. 78 for health benefits.			[1.00] Yes
041	Core Competencies	Personnel	
A retiree whose amount of contribution towards retirement health benefits was determined pursuant to the Chapter 78 grid shall contribute based on the Chapter 78 grid percentage corresponding with their retirement benefit amount. See LFN 2011-20R for further explanation. For those retirees whose health benefit contribution amounts must adhere to the Chapter 78 grid, is your municipality ensuring that retiree health benefit contributions are being made in the amount required pursuant to law?			[1.00] Yes
042	Core Competencies	Personnel	
Payments for waivers filed before May 21, 2010 and maintained continuously since, cannot exceed fifty percent (50%) of the amount saved by the local unit as a result of the employee's waiver of coverage. For waivers filed on or after May 21, 2010, which is the effective date of P.L. 2010, c. 2, payments cannot exceed the lesser of twenty-five percent (25%) of the amount saved by the local unit as a result of the waiver, or $5,000. When calculating an employee's waiver payment, the local unit must deduct the employee's healthcare contribution obligation from the total premium cost. Local units have sole discretion as to whether or not to offer employees payments for waiver of health benefits, and may offer waiver payments below the statutory maximum. Health benefit waiver payments are statutorily excluded from collective bargaining. See Local Finance Notices 2010-12 and 2016-10 for further discussion on health benefit waiver payments. Are your municipality's healthcare waiver payments at or below the statutory maximum? "N/A" is only applicable where the municipality does not make payments in lieu of health benefits.			[1.00] N/A

043	Core Competencies	Personnel	
Has your municipality's chief financial officer, tax collector, and municipal clerk registered their most current e-mail addresses in GovConnect to allow continued receipt of EGG Notice broadcasts?			[1.00] Yes
044	Core Competencies	Personnel	
For all municipal officers and employees whose positions require a State-issued professional license or certification, does your municipality 1) maintain a list of all State- certified employees and the expiration dates of their licenses or certifications; and 2) require those officials to provide updated copies of their licenses or certifications as they are renewed?			[1.00] Yes
045	Unscored Survey	Personnel	
Does your municipality currently have an unlicensed individual serving as an acting Municipal Clerk, temporary Chief Municipal Finance Officer, temporary Purchasing Agent, and/or a temporary Chief Public Works Manager? Select as many as are applicable or None of the Above.			
046	Unscored Survey	Personnel	
Does your municipality currently retain a chief financial officer through a professional services contract?			[0.00] No
047	Core Competencies	Procurement	
N.J.S.A. 34:1A-1.16 authorizes the New Jersey Department of Labor and Workforce Development (NJDOL) to create a list on its website, dubbed the Workplace Accountability in Labor List (The WALL), of any person found in violation of any State wage, benefit, and tax laws and against whom a final order has been issued by the NJDOL for such violation. A contract cannot be awarded to any contractor or vendor appearing on the WALL. Review LFN 2024-18 for further information. Is your municipality cross checking prospective vendor or contractor names against the WALL before awarding any contract over the quote threshold?			[1.00] Yes

048	Core Competencies	Procurement
P.L. 2023, c. 138 requires public works contractor registration and payroll certification for public works projects to be completed online at https://njwages.nj.gov/. Contractors were required to be registered prior to August 15, 2024 with public entity registration strongly encouraged. Email njwagehubinfo@dol.nj.gov for assistance with registration. In addition to the NJ Wage Hub online requirements, certified payrolls shall continue to be submitted to the municipality in the manner and process that is consistent with each body's previous receipt of certified payrolls (e.g. email, fax). Is your municipality registered with NJDOL's online certified payroll system?		[1.00] Yes
049	Unscored Survey	Procurement
Has your municipality awarded a contract for financial consulting services within the past year?		[0.00] No
050	Core Competencies	Redevelopment
Upon the adoption of a resolution by a municipal governing body determining that a delineated area, or any part thereof, is an area in need of redevelopment or an area in need of rehabilitation, N.J.S.A. 40A:12A-6.b(5)(c) and 40A:12A-14.a require the municipal clerk to transmit a copy of the resolution to the Commissioner of the Department of Community Affairs for review. If the area in need of redevelopment or rehabilitation is not located in an area in which development or redevelopment is to be encouraged pursuant to any State law, the determination shall not take effect without first receiving the review and approval of the Commissioner. If the area in need of redevelopment or rehabilitation is located within an area in which development or redevelopment is encouraged pursuant to State law, the resolution shall take effect after the municipal clerk has transmitted a copy of the resolution to the Commissioner. Areas in Need of Redevelopment and Areas in Need of Rehabilitation are featured on the NJ Community Asset Map hosted on the Office of Local Planning Services webpage under "Available Data and Applications." Has your municipality submitted all resolutions designating areas in need of redevelopment or rehabilitation within the municipality to the DCA Commissioner?		[1.00] Yes
051	Core Competencies	Redevelopment
N.J.S.A. 40A:20-9(d) requires an urban renewal entity with which the municipality has a financial agreement for a payment in lieu of taxes (PILOT) under the Long-Term Tax Exemption Law to submit annually, within 90 days after the close of its fiscal year, its auditor's reports to the mayor and the governing body. Does your municipality enforce the annual submission of urban renewal entity audit reports and review those reports?		[1.00] N/A

052	Core Competencies	Redevelopment	
For financial agreements under the Long-Term Tax Exemption Law (Long-Term PILOTs) that were entered into on or after July 9, 2003, N.J.S.A. 40A:20-12 requires municipalities to remit to the county five percent (5%) of each quarterly installment of the annual service charge paid by the urban renewal entity to the municipality. The county portion must be included with the quarterly tax installment paid to the county pursuant to N.J.S.A. 54:4-74. P.L. 2025, c.91 also requires a quarterly report of all Long Term PILOTs to which the county share applies to be filed with the county along with the required payment. See LFN 2025-12 for further information. Does your municipality pay over to the county its statutory share of each Long-Term PILOT entered into on or after July 9, 2003 and file the required quarterly report?			[1.00] N/A
053	Core Competencies	Redevelopment	
PILOTs can be a useful tool for economic development. However, municipalities must monitor PILOT agreements to ensure recipients comply with all agreement terms, particularly timely payment and reporting. Does your municipality have an official designated to monitor exemptions/abatements and ensure compliance with the PILOT agreement terms?			[1.00] N/A
054	Unscored Survey	Redevelopment	
If your municipality has one or more PILOTs under the Long-Term Tax Exemption Law (NJSA 40A:20-1 et seq.), which municipal official is responsible for collecting the annual service charge? If selecting "Other", please list the official under Comments.			[0.00] N/A
055	Unscored Survey	Redevelopment	
If your municipality has one or more PILOTs under the Long Term Tax Exemption Law (NJSA 40A:20-1 et seq.), does your municipality share with its school district(s) any portion of the annual service charge revenue generated from one or more PILOT agreements?			[0.00] N/A

056	Core Competencies	Shared Services & Consolidation
N.J.S.A. 40A:65-4(b) requires a copy of each shared services agreement to be filed with the Division of Local Government Services. Has your municipality filed with the Division the most current copy of each shared services agreement under which the municipality provides one or more services to another local unit as defined by N.J.S.A. 40A:65-3 of the Uniform Shared Services and Consolidation Act? Only answer N/A if your municipality does not provide a shared service to another local unit.		[1.00] Yes
057a	Unscored Survey	Shared Services & Consolidation
If your municipality currently provides a chief financial officer, tax collector, tax assessor, municipal clerk, qualified purchasing agent, certified public works manager, municipal treasurer, and/or a public works superintendant to another municipality pursuant to a shared services agreement, please select one or more of the options provided and list under Comments each municipality (and the county in which that municipality is located) along with the position being provided to that municipality. If your municipality currently provides none of these positions pursuant to a shared services agreement, select None of the Above and insert N/A into Comments.		Comment: N/A
057b	Unscored Survey	Shared Services
If the answer to Question 57a is yes, did one or more of the identified shared service agreements result in the dismissal of a tenured official? If yes, please insert under Comments 1) the position or positions where an agreement resulted in the dismissal of a tenured official; and 2) an estimate of the cost savings anticipated to be achieved by the participating municipalities at the outset of the agreement. If the answer is No or N/A, please insert "No" or "N/A" under Comments. See LFN 2018-3R for more information on this provision of the Common Sense Shared Service Act.		[0.00] N/A Comment: N/A
058	Unscored Survey	Tax Collection
What method does your municipality use to conduct its annual tax lien sale? If an online sale is used, please include the name of the vendor in the Comments. If an in-person sale, insert "in-person sale" under Comments.		[0.00] In-Person Sale Comment: in person tax sale.
059	Unscored Survey	Technology
Does your municipality routinely utilize an artificial intelligence (AI) platform in one or more of its departments?		[0.00] No

060	Unscored Survey	Transient Accomodations

Has your municipality authorized the issuing of licenses for rental of short-term transient accomodations (e.e. Airbnb, VRBO) pursuant to N.J.S.A. 40:52-1(n)?	[0.00] No

061	Unscored Survey	Transient Accomodations

Has your municipality established a municipal occupancy tax on hotel rooms or transient accomodation rentals pursuant to N.J.S.A. 40:48F-1 through 7?	[0.00] No

062	Core Competencies	Transparency

Signed into law on June 30, 2025, L. 2025, c.72 replaces the previous newspaper publication of legal notices with mandatory publication on the local government's website. A municipality shall make the complete text of each legal notice available on a dedicated legal notices webpage for at least one week from the date of initial posting or such other time period as may be required by law. See LFN 2026-01 for further information. Does your municipality maintain a prominent "Current Legal Notices" link conspicuously displayed on the homepage of its official website?	[1.00] Yes

063	Core Competencies	Transparency

Starting July 1, 2026, L. 2025, c.72 requires each municipality to maintain an archive on its official website for all legal notices that have been removed from conspicuous placement on its Current Legal Notices webpage. An archived legal notice must be maintained in the municipality's Internet archive for at least one year after being transferred from, its Current Legal Notices webpage. See LFN 2026-01 for further information. Does your municipality currently have an online archive for its legal notices?	[1.00] Yes

064	Core Competencies	Transparency

Are your municipality's codified and uncodified ordinances, including all current salary ordinances, posted on the municipality's website? Please provide the link to the webpage on which the ordinances are posted under Comments. If the answer is "No" type "Answered No" under Comments.	[1.00] Yes Comment: www.rooseveltnj.us

065	Core Competencies	Transparency
Does your municipality maintain on its website minutes and agendas, along with meeting dates, for the governing body, planning board, board of adjustment and all commissions? Please provide the link to the webpage on which the agendas and minutes are listed under Comments. If the answer is "No" type "Answered No" under Comments.		[1.00] Yes Comment: www.rooseveltnj.us
066	Core Competencies	Transparency
Municipalities will need to implement ADA-compliant design principles for rendering links and notice content accessible to the visually impaired. The current Federal compliance deadlines are April 24, 2027 for municipalities 50,000 or more in population, and April 24, 2028 for municipalities of less than 50,000. See LFN 2026-01 for further information. Is your municipality working with its IT personnel/firm and legal counsel to ensure the compliance deadline is met?		[1.00] Yes
067	Core Competencies	Transparency
Does your municipality maintain on its website the previous three years of adopted budgets and the current year introduced or adopted budget, inclusive of the user-friendly budget section, as required pursuant to N.J.S.A. 40A:4-10? Please provide the link to the webpage on which the budgets are posted under Comments. If the answer is "No" type "Answered No" under Comments.		[1.00] Yes Comment: www.rooseveltnj.us
068	Best Practices	Transparency
Does your municipality maintain on its website, in a location easily accessible to the public, the municipal master plan and the current and most immediate prior master plan elements (e.g. land use, housing, stormwater management plan, traffic, open space and recreation)? Please provide the link to the webpage on which the master plan information is posted under Comments. If the answer is "No" type "Answered No" in the comments.		[0.50] Yes Comment: www.rooseveltnj.us
069	Best Practices	Transparency
Does your municipality maintain on its website all current labor agreements, including memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements? Please provide the link to the webpage on which current labor agreements are posted under Comments. If the answer is "No" type "Answered No" under Comments.		[0.50] Yes Comment: www.rooseveltnj.us

070	Best Practices	Transparency	
Does your municipality maintain on its website the most recent annual financial statement (AFS) and annual audit, including any corrective action plan? Please provide the link to the webpage on which both are posted under Comments. If the answer is "No" type "Answered No" under Comments.			[0.50] Yes Comment: www.rooseveltnj.us
071a	Core Competencies	Hospital Contributions	
Does your municipality collect a community service contribution under N.J.S.A. 40:48J-1 from tax-exempt hospitals and satellite emergency care facilities located within your municipality?			[1.00] N/A
071b	Core Competencies	Hospital Contributions	
If your answer to Question 71(a) was yes, is your municipality remitting 5% of the installment to the county pursuant to subsection d. of N.J.S.A. 40:48J-1?			[1.00] N/A

Outlook

FW: Best Practices Inventory Submission 10/31/2026

From Scott Frueh <cfo@rooseveltnj.us>
Date Mon 11/2/2026 8:18 PM
To KATHLEEN HART <clerk@rooseveltnj.us>

Here you go.

Scott

From: DCA DoNotReply [DCA] <DoNotReply@dca.nj.gov>
Sent: Saturday, October 31, 2026 1:35 PM
To: Scott Frueh <finance@east-windsor.nj.us>
Subject: Best Practices Inventory Submission 10/31/2026

The 2,026 Best Practices Inventory for Roosevelt Borough has been submitted successfully on 10/31/2026.
CONFIDENTIALITY NOTICE: "The information contained in this communication is privileged and confidential and is intended for the sole use of the persons or entities who are the addressees. Further, the information may be considered advisory, consultative or deliberative material, subject to the requirements established under N.J.S.A. 47:1A-1.1. If you are not the intended recipient of this email, the dissemination, distribution, copying or use of the information it contains is strictly prohibited. If you have received this communication in error, please notify the sender immediately and destroy the email and any attachments."

BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH
STATE OF NEW JERSEY

RESOLUTION NO. 26-133
MEETING DATE: 11-16-2026

PROVIDING FOR A PRIVATE EXECUTIVE MEETING THAT EXCLUDES THE PUBLIC

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

WHEREAS, the "Open Public Meetings Act" enacted October 21, 1975 permits a public body to exclude the public from meetings or portions thereof wherein matters are to be discussed which are exempted from the requirements of the Act; and

WHEREAS, the said Act requires that prior to the holding of a meeting or portion thereof from which the public shall be excluded, the public body should adopt a Resolution at a public meeting providing for the holding of a private meeting; and

WHEREAS, the Borough Council of the Borough of Roosevelt has determined that a meeting should be held from which the public should be excluded in order to discuss a subject which is exempted under the said Act.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council, as follows:

- That the next portion of this meeting be held in Private Session.
- That the general nature of the matter(s) to be discussed relate to the matters:
  a. Items Falling Under Attorney/Client Privilege
- That no official action will be taken at the meeting but Minutes shall be kept and shall be available to the public after official action on the subject matter has been taken.
- It is anticipated the discussion conducted in closed session can be disclosed to the public after no further action is required in the matter.

ROLL CALL VOTE:

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 November 16, 2026.

_____
Kathleen Hart
Borough Clerk