

The Mayor and Common Council convened in open session in the Hackettstown Municipal Building, 215 Stiger Street, Hackettstown, New Jersey at 7:00 PM on January 8, 2026. The meeting opened with the salute to the Flag.

Mayor DiMaio announced that this meeting was being held in accordance with the Open Public Meetings Act by:

- (1) Posting a notice of said meeting on the bulletin board in the lobby of the Municipal Building;
- (2) Causing a notice of said meeting to be sent to the Daily Record and NJ Herald;
- (3) Posting notice on the Municipal website www.Hackettstown.net.
- (4) Furnishing a notice of said meeting to anyone requesting it in accordance with the Open Public Meetings Act; and
- (5) Filing a notice of said meeting with the Town Clerk.

Roll Call: Present – Mayor DiMaio, Councilpersons Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio appointed the following Council Committees:

Fire: Sheldon, Kunz, Lambo
Sanitation: Tynan, Sheldon, Engelau
Police: Kunz, Tynan, Becker
Welfare : Becker, Engelau, Tynan
Lighting : Lambo, Kunz, Tynan
Recreation : Engelau, Lambo, Sheldon
Printing, License and Franchise : Lambo, Engelau, Becker
Public Works: Sheldon, Tynan, Engelau
Ordinance & Municipal Affairs: Sheldon, Tynan, Lambo
Finance: Kunz, Lambo, Becker
Building & Zoning : Kunz, Engelau, Sheldon

Motion was made (Sheldon) and seconded (Engelau) to confirm Mayor DiMaio's appointment of the following Council Committees:

Fire: Sheldon, Kunz, Lambo
Sanitation: Tynan, Sheldon, Engelau
Police: Kunz, Tynan, Becker
Welfare : Becker, Engelau, Tynan
Lighting : Lambo, Kunz, Tynan
Recreation : Engelau, Lambo, Sheldon
Printing, License and Franchise : Lambo, Engelau, Becker
Public Works: Sheldon, Tynan, Engelau
Ordinance & Municipal Affairs: Sheldon, Tynan, Lambo
Finance: Kunz, Lambo, Becker
Building & Zoning : Kunz, Engelau, Sheldon

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio appointed the following Ad Hoc Committees:

Insurance: Tynan, Sheldon, Lambo
Personnel & Employee Negotiation: Sheldon, Kunz, Engelau
Rescue Squad Coordinating: Sheldon, Kunz, Becker
Community Development: Tynan, Sheldon, Lambo
Board of Education Liaison: Lambo, Engelau, Kunz
University Liaison: Lambo, Tynan, Becker,
Parking Authority Liaison: Engelau, Tynan, Becker
BID Liaison: Kunz, Engelau

Motion was made (Sheldon) and seconded (Lambo) to confirm Mayor DiMaio's appointment of the following Ad Hoc Committees:

Insurance: Tynan, Sheldon, Lambo
Personnel & Employee Negotiation: Sheldon, Kunz, Engelau
Rescue Squad Coordinating: Sheldon, Kunz, Becker
Community Development: Tynan, Sheldon, Lambo
Board of Education Liaison: Lambo, Engelau, Kunz
University Liaison: Lambo, Tynan, Becker,
Parking Authority Liaison: Engelau, Tynan, Becker
BID Liaison: Kunz, Engelau

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio appointed Edward Syfor to the position of Fire Police Chief with a term expiring December 31, 2026.

Motion was made (Sheldon) and seconded (Tynan) to confirm Mayor DiMaio's appointment of Edward Syfor to the position of Fire Police Chief with a term expiring December 31, 2026.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio appointed Michael Palko to the position of Fire Police Member with a term expiring December 31, 2026.

Motion was made (Sheldon) and seconded (Lambo) to confirm Mayor DiMaio's appointment of Michael Palko to the position of Fire Police Member with a term expiring December 31, 2026.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio appointed the following to the position of Police Matrons and Crossing Guards: Steve Carter, Kim Carviono (also Matron), Christina Culp, Dolores Reagle, G. Sanchez, Pauline Volker, Kim Smith, Nancy Luteran, Michael Frayne, Debra Whitney, William Hannigan and Judy Kenny.

Motion was made (Sheldon) and seconded (Becker) to confirm Mayor DiMaio's appointment of the following to the position of Police Matrons and Crossing Guards: Steve Carter, Kim Carviono (also Matron), Christina Culp, Dolores Reagle, G. Sanchez, Pauline Volker, Kim Smith, Nancy Luteran, Michael Frayne, Debra Whitney, William Hannigan and Judy Kenny.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio appointed Gregory Chontow to the position of Alternate Construction Official with a term expiring December 31, 2026.

Motion was made (Sheldon) and seconded (Becker) to confirm Mayor DiMaio's appointment of Gregory Chontow to the position of Alternate Construction Official with a term expiring December 31, 2026.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio appointed Gregory Chontow to the position of Alternate Building Subcode Official with a term expiring December 31, 2026.

Motion was made (Sheldon) and seconded (Kunz) to confirm Mayor DiMaio's appointment of Gregory Chontow to the position of Alternate Building Subcode Official with a term expiring December 31, 2026.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio appointed Matthew Frauen to the position of Class III School Resource Officer with a term expiring December 31, 2026.

Motion was made (Sheldon) and seconded (Engelau) to confirm Mayor DiMaio's appointment of Matthew Frauen to the position of Class III Officer with a term expiring December 31, 2026.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio appointed Mark Ramos to the position of Class III School Resource Officer with a term expiring December 31, 2026.

Motion was made (Sheldon) and seconded (Lambo) to confirm Mayor DiMaio's appointment of Mark Ramos to the position of Class III School Resource Officer with a term expiring December 31, 2026.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

The meeting was turned over to Councilperson Engelau who appointed Darren Tynan to the position of Deputy Emergency Management Coordinator with a term expiring December 31, 2026 and Gerald DiMaio to the position of Deputy Emergency Management Coordinator with a term expiring December 31, 2026.

Motion was made (Kunz) and seconded (Lambo) to confirm the appointment of Darren Tynan to the position of Deputy Emergency Management Coordinator with a term expiring December 31, 2026 and Gerald DiMaio to the position of Deputy Emergency Management Coordinator with a term expiring December 31, 2026.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

The meeting was then turned back to Mayor DiMaio.

Motion was made (Sheldon) and seconded (Tynan) to appoint Patricia Noll to the position of Tax Search Officer with a term expiring December 31, 2026.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Engelau) to appoint P.J. Reilly to the position of Assessment Search Officer with a term expiring December 31, 2026.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Becker) that Ordinance # 2026-01 entitled, **ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK**, be introduced and passed on first reading and that a public hearing be held thereon and it be considered for final passage at 7:00 PM on February 12, 2026; the Town Clerk to publish the ordinance together with Notice of Hearing in the Daily Record, to post the ordinance and Notice of Hearing on the bulletin board in the lobby of the Municipal Building, and to make copies of the ordinance available to members of the general public who requested such copies.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Engelau) to adopt the following resolution:

Resolution #2026-05

BE IT RESOLVED that the Town Clerk/Administrator is hereby designated as certifying agent for the NJ Department of Personnel (Civil Service).

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Becker) to adopt the following resolution:

Resolution #2026-06

BE IT RESOLVED that the Town Clerk/Administrator or her Deputy be designated as the official responsible for checking and verification of all delivery slips and vouchers for items payable by the Town of Hackettstown.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Becker) to adopt the following resolution:

Resolution #2026-07

BE IT RESOLVED that the Police Manual of the Town of Hackettstown, NJ, containing the rules and regulations governing the Hackettstown Police Department be readopted.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Becker) to adopt the following resolution:

Resolution #2026-08

BE IT RESOLVED that except in cases of extreme emergency, any necessary expenditure of \$7,500.00 or more, whether current budget, operating expense, or capital budget must have prior approval of the Common Council before the encumbrance of funds.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Tynan) to adopt the following resolution:

Resolution #2026-09

BE IT RESOLVED that prior to the placement of any purchase order in excess of \$500.00, the Town Clerk/Administrator's approval must be received.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Becker) to adopt the following resolution:

Resolution #2026-10

WHEREAS, NJSA 54:4-66 provides that taxes are payable in quarterly installments on the first of February, May, August and November in each year with installments becoming delinquent if not paid on or before those dates; and

WHEREAS, NJSA 54:4-67 has been amended to permit the fixing of said rate of eight (8) percent per annum on the first \$1,500.00 of the delinquency, and eighteen (18) percent per annum on any amount in excess of \$1,500.00 and allows an additional penalty of 6% to be collected against a delinquency in excess of \$10,000.00 on accounts that fail to pay the delinquency prior to the end of the fiscal year; and

NOW, THEREFORE, BE IT RESOLVED that in accordance with NJSA 54:4-67, the Tax Collector is hereby authorized and directed to charge eight (8) percent per annum on the first \$1,500.00 of tax or assessment delinquency after the due date and eighteen (18) percent per annum on any tax or assessment delinquency after the due date in excess of \$1,500.00. An additional penalty of six (6) percent shall be charged against the total delinquency if the arrears of \$10,000.00 remain at the end of the fiscal year; and

BE IT RESOLVED that no interest shall be charged if any installment is paid within ten (10) calendar days after the date upon which the same is due. However, if paid after the expiration of the ten (10) day grace period the interest charges shall be calculated from the original due date and not from the end of the grace period; and

BE IT FURTHER RESOLVED that no interest shall be charged to senior citizens who pay their taxes with their social security check within thirty (30) days of the taxes due date; and

BE IT FURTHER RESOLVED that the Tax Collector is hereby authorized to hold a tax sale in accordance with the law.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Becker) to adopt the following resolution:

Resolution #2026-11

BE IT RESOLVED that P.J. Reilly be appointed Public Agency Compliance Officer for the year 2026.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Engelau) to adopt the following resolution:

Resolution #2026-12

BE IT RESOLVED, that Tamara Richards be appointed Health Benefits Administrator for the year 2026.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Engelau) to adopt the following resolution:

Resolution #2026-13

BE IT RESOLVED that the Municipal Assessor be authorized to file municipal appeals and enter into stipulations on behalf of the Town of Hackettstown for 2026.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Motion was made (Becker) and seconded (Tynan) to adopt the following resolution

Resolution #2026-14

BE IT RESOLVED by the Mayor and Common Council for the Town of Hackettstown, NJ as follows:

1. The following schedule for the regular meetings of the Mayor and Council for 2026 is hereby adopted:

January 5...6:30 pm	May 14...7:00 pm	September 24...7:00 pm
January 8...7:00 pm	May 28...7:00 pm	October 8...7:00 pm
January 22...7:00 pm	June 11...7:00 pm	October 22...7:00 pm
February 12...7:00 pm	June 25...7:00 pm	November 12...7:00 pm
February 26...7:00 pm	July 9...7:00 pm	November 23...7:00 pm
March 12...7:00 pm	July 23...7:00 pm	December 10...7:00 pm
March 26...7:00 pm	August 13...7:00 pm	December 30...6:30 pm
April 9...7:00 pm	August 27...7:00 pm	
April 23...7:00 pm	September 10...7:00 pm	

2. All regular meetings will be held in the Municipal Building, 215 West Stiger Street, Hackettstown, N.J., on the date and time indicated.
3. A copy of the Resolution will be prominently posted by the Town Clerk throughout 2026 on the bulletin board in the lobby of the Municipal Building.
4. The Town Clerk, upon adoption of this Resolution, will mail copies to the Daily Record, Parsippany, N.J., and the New Jersey Herald, Newton, N.J., which are designated as the official newspapers for publication of legal notifications; which said newspapers are hereby designated to receive notices of the meetings of the Mayor and Common Council of the Town pursuant to Section 3(d) of the Open Public Meetings Act (Chapter 231, P.L.

1975); and will cause to be published in said newspaper a notice of the time, place and date of all regular meetings.

5. The Town Clerk will file a copy of this Resolution in the Town Clerk's Office, and this Resolution shall remain on file throughout 2026.
6. A copy of this Resolution, or any revision thereto, or any advance written notice of any regular, special or rescheduled meeting during 2026 will be mailed by regular mail to any person making written application for the same pursuant to Section 14 of the Open Public Meetings Act (Chapter 231 P.L. 1975) to the Town Clerk. Notices of meetings requested by the news media in writing shall be mailed by regular mail to said news media without charge. All requests for notices made shall terminate on December 31st of each year, but shall be subject to renewal upon a new written request to the Mayor and Common Council.
7. At the commencement of all regular meetings, the Mayor or the Acting Mayor will announce publicly and shall cause to enter into the minutes of the meeting an accurate statement substantially as follows:
 - “Adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act by:
 - (1) Posting a schedule of all regular meetings of the Mayor and Common Council on the bulletin board in the lobby of the Municipal Building; and
 - (2) Mailing a copy of the schedule of regular meetings to the Daily Record and the NJ Herald, causing a notice of said schedule to be published in said newspapers;
 - (3) Mailing or delivering a copy of the schedule of regular meetings for 2026 to those persons requesting the same pursuant to the Open Public Meetings Act; and
 - (4) Filing a copy of the schedule of all regular meetings for 2026 with the Town Clerk/Administrator.
8. The Town Clerk shall keep reasonably comprehensive minutes of all meetings of the Mayor and Common Council, showing the time and place, the members present, the subject considered, the action taken, the vote of each member, and any other information required by law which shall be promptly available to the public to the extent that making such matters public shall not be inconsistent with Section 7 of the Open Public Meetings Act.
9. The minutes of each meeting shall become public as soon as they are prepared by the Town Clerk promptly after each meeting. Before releasing the minutes prior to formal approval by the Mayor and Common Council, a statement is to be placed at the top of them stating: “These minutes have not been formally approved and are subject to change or modification by the Mayor and Common Council at its next meeting.”

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Tynan) to adopt the following resolution:

Resolution #2026-15

BE IT RESOLVED by the Mayor and Council of the Town of Hackettstown that JoAnn Fascenelli be and is hereby reappointed as Recycling Coordinator for the Town of Hackettstown for the year 2026.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Becker) to adopt the following resolution:

Resolution #2026-16

WHEREAS, the State of New Jersey Office of Emergency Management requires each municipality to appoint a Municipal 911 Coordinator; and

WHEREAS, the Town of Hackettstown (“Town”) is required pursuant to State law and the regulations of the State Department of Treasury to appoint a coordinator for the Town’s emergency telephone system (“911 System”); and

WHEREAS, the Municipal 911 Coordinator is responsible to coordinate the 911 implementation and the operation of 911 activities within the municipality in accordance with NJSA 52:17C-1 to 52:17C-16 and the rules incorporated in this chapter; and

WHEREAS, it is the intention of the Mayor and Common Council of the Town of Hackettstown to comply with the requirements set forth under provision NJSA 52:17C-1 to 52:17C-16; and

WHEREAS, the Mayor upon the advice and consent of the Common Council of the Town is desirous of reappointing Officer Kevin MacQuesten to serve as Municipal Coordinator for the 911 System in accordance with the requirements and procedures mandated under NJSA 52:17C-1 et seq, and NJAC 17:24-5.1 et seq.

NOW, THEREFORE, BE IT RESOLVED by the Mayor upon the advice and consent of the Common Council that Kevin MacQuesten is hereby reappointed as the Municipal 911 Coordinator for a term expiring December 31, 2026.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Engelau) to adopt the following resolution:

Resolution #2026-17

BE IT RESOLVED by the Mayor and Common Council of the Town of Hackettstown that the following appointments are hereby made:

Darren Tynan, Office of Emergency Management Deputy Coordinator for a one (1) Year Term of office expiring December 31, 2026.

Gerald DiMaio, Jr., Office of Emergency Management Deputy Coordinator for a one (1) Year Term of office expiring December 31, 2026.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Motion was made (Sheldon) and seconded (Becker) to adopt the following resolution:

Resolution #2026-18

BE IT RESOLVED that the Acting Chief Financial Officer be designated as the certifying agent for the Public Employee Retirement System, Police and Fire Retirement System, and the NJ Social Security Agency.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

Mayor DiMaio asked if anyone from the public would like to speak at this time.

Greg Gaertner, 20 Seymour Road, Hackettstown, spoke on behalf of the Parking Authority regarding a recent meeting with the administrators of the Post Office and instituting a four hour grace period after notice of a snow emergency has been lifted.

Motion was made (Sheldon) and seconded (Engelau) to adjourn this meeting at 7:18 PM.

Roll Call Vote: Yes – Becker, Engelau, Kunz, Lambo, Sheldon and Tynan

This is to certify that the ordinances and resolutions contained herein have been approved by me in accordance with law.

Gerald DiMaio, Jr., Mayor

This is to certify that all proper notices, postings and filings required by the Open Public Meetings Act (Chapter 231, P.L. 1975) were provided for this meeting.

P.J. Reilly, Town Clerk/Administrator

