

Minutes of a Regular Meeting of the Verona Township Council on Tuesday, March 3, 2025, beginning at 7:00 p.m. in the Municipal Building, 600 Bloomfield Avenue, Verona, New Jersey, and via Zoom video conferencing.

Call to Order:  
The Municipal Clerk reads the notice of Open Public Meetings Act.

Roll Call:  
Mayor Tamburro, Deputy Mayor McEvoy, Councilman Roman, Councilwoman McGrath, Councilwoman Holland, Township Manager Kevin O’Sullivan, Township Attorney Rosemary Ferreira, of the Aloia Law Firm and Municipal Clerk Jennifer Kiernan are present.

Mayor’s Report:  
Mayor Tamburro reports that Restaurant Week was a success and thanks the Chamber of Commerce and Nomada restaurant for hosting the kickoff event. He thanks the Verona Police Department, Fire Department and Montclair EMS in their response to a complex motor vehicle accident on Thursday. The Irish-American Heritage Month flag raising was held prior to tonight’s meeting. He congratulates Pat Sullivan, member of the Verona Rescue Squad for being names Irish Medic of the Year. The Mayor received word that an ariel photo of the Verona Community Pool submitted by the Public Information Officer to the NJLM Show Off Your City contest will be on the cover of the April edition of the New Jersey League of Municipalities magazine.

The Mayor appoints David Needle as Alternate #2 to the Shade Tree Commission for an unexpired term ending 12/31/2025.

Essex County liaison, J. Coltre reports that the County Executive will give his State of the County address at the County Hospital Center at 207 Grove Avenue in Cedar Grove on Thursday, March 7 at 7pm. On April 6<sup>th</sup> the County will hold a 10k run in Branch Brook Park.

Mayor Tamburro reads and presents a proclamation to Girl Scout Troop 20915 celebrating the 113<sup>th</sup> anniversary of the Girl Scouts and declaring March 9 through March 15 as Girl Scout Week.

Manager’s Report:  
Township Manager Kevin O’Sullivan reports on the start of the pool improvement project and wastewater infrastructure projects. The Linn Drive well has been returned to service and has begun producing water into the distribution system. A presentation on the design drawings for Everett Field will be held later this Spring. The Township Manager calls upon the CFO, Jennifer Muscara who will lead tonight’s presentation on the 2025 Municipal Budget, specifically the following departments:

Construction Code/Interlocal	Engineer	Street & Highway	Shade Tree
Recycling/Garbage	Water/Sewer	Building & Grounds	Police/Dispatch
Fire Prevention	Health	Recreation	Seniors
Pool	Fire Department	Rescue Squad	

Councilmember’s Reports:  
Deputy Mayor McEvoy reports that the Chamber of Commerce currently has over 50 members. He received good feedback about Restaurant Week. Over 16 food establishments participated.

Councilman Alex Roman waives his time for this evening.

Councilwoman McGrath thanks the members of the Neighborhood Traffic & Safety Advisory Committee for their Walkable Communities webinar. MIAAC held an event for Black History Month and will hold the Women of Impact event on March 23. Congresswoman McIver has an informative weekly newsletter and more information on her website: McIver.house.gov.  
Councilwoman Holland thanks Girl Scout Troop 20915 for their contributions to the community. The Parks and Recreation Advisory Committee organized a presentation for both a turf perspective and grass

perspective for the Township fields. She reminds the public that the Winter Termination program ends March 15<sup>th</sup>.

Public Comment:  
None.

Introduction of Ordinances:

**ORDINANCE # 2025-06**  
**FIXING THE SALARY AND COMPENSATION OF THE**  
**DEPUTY MANAGER**

The Municipal Clerk reads Ordinance 2025-06 into the record.

Motion to move the ordinance is made by Deputy Mayor McEvoy; seconded by Councilwoman McGrath.

**ROLL CALL:**  
**AYES: Holland, McGrath, Roman, McEvoy, Tamburro**  
**NAYS:**

Ordinance 2025-06 is introduced by a vote of 5-0. It will be published according to law and a public hearing will be held on March 17, 2025.

Consent Agenda:  
  
Public comment on consent agenda:  
  
None.

Minutes from the February 18, 2025 Special Meeting are unanimously approved.

**RESOLUTION No. 2025-057**

A motion was made by Councilman Roman; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**APPOINTING COMMISSIONER AND ALTERNATE COMMISSIONER**  
**TO THE NJ INTERGOVERNMENTAL INSURANCE FUND**  
**FOR THE 2025 CALENDER YEAR**

**WHEREAS**, each municipality that is a participant in the New Jersey Intergovernmental Insurance Fund is required to appoint a commissioner to the Fund as well as an Alternate Commissioner.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Council of the Township of Verona, in the County of Essex, New Jersey hereby appoints Township Manager Kevin O’Sullivan as the Fund Commissioner and CFO Jennifer Muscara as Alternate Commissioner to the NJ Intergovernmental Insurance Fund for terms ending December 31, 2025.

**ROLL CALL:**  
**AYES: Holland, McGrath, Roman, McEvoy, Tamburro**  
**NAYS:**

**RESOLUTION No. 2025-058**

A motion was made by Councilman Roman; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**AUTHORIZING THE EXECUTION OF AN  
INDEMNIFICATION AND TRUST AGREEMENT WITH  
THE BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND**

**WHEREAS**, a number of public entities in the State of New Jersey have joined together to form the Bergen Municipal Employee Benefits Fund, hereafter referred to as "FUND", as permitted by *N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq.*, and;

**WHEREAS**, the FUND was approved to become operational by the Department of Banking and Insurance and the Department of Community Affairs and has been operational since that date, and;

**WHEREAS**, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND;

**WHEREAS**, the Township of Verona has determined that membership in the FUND is in the best interest of the Township.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of Verona, in the County of Essex, State of New Jersey hereby agrees as follows:

1. Renews membership in the FUND for the period commencing on January 1, 2025 and ending on December 31, 2027;
2. Will participate in the following type (s) of coverage (s):
  - a. Health Insurance and/or Dental and/or Prescription as defined pursuant to *N.J.S.A. 17B:17-4*, the FUND's Bylaws, and Plan of Risk Management.
3. Adopts and approves the FUND's Bylaws.
4. Execute an application for membership and any accompanying certifications.

**BE IT FURTHER RESOLVED** that the Township Manager and the Township Clerk are authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

1. Approval of the Township of Verona's membership by the FUND.
2. Receipt from the Township of Verona of a Resolution accepting assessment.
3. Approval by the New Jersey Department of Banking and Insurance and the Department of Community Affairs.

**ROLL CALL:**

**AYES:** Holland, McGrath, Roman, McEvoy, Tamburro

**NAYS:**

**RESOLUTION No. 2025-059**

A motion was made by Councilman Roman; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**AWARDING CONTRACT No. 2024-22  
ENERGY ASSESSMENT SERVICES FOR RESIDENTIAL UNITS**

**WHEREAS**, on December 23, 2024 the Township of Verona advertised in the Star Ledger for bids for Contract No. 2024-22 - Energy Assessment Services for Residential Units, setting the date for the return of bids as January 30, 2025; and

**WHEREAS**, on January 30, 2025 the Township of Verona received one (1) responsive and responsible bids for Contract No. 2024-22; and

**WHEREAS**, Ciel Power LLC, 78 John Miller Way, Annex, Suite 1010, Kearny, New Jersey 07032 is the lowest responsive and responsible bidder; and

**WHEREAS**, the Qualified Purchasing Agent has reviewed the proposal and recommends that Contract No. 2024-22 be awarded to Ciel Power LLC as the lowest responsive and responsible bidder to perform energy audits for residents of Verona at a fixed rate of \$49 per household; and

**WHEREAS**, energy audits will include CO monitoring and testing, gas leak detection, interior and exterior visual inspections, blower door testing and visual mold and asbestos checks as well as provide customers with a future energy savings report through installing efficiency upgrades; and

**WHEREAS**, this contract was advertised and is being awarded as an open-ended contract pursuant to *N.J.A.C. 5:30-11.10*; and

**WHEREAS**, the as required amount shall be chargeable at such time as a certification of available funds is made by the Chief Financial Officer upon receipt of a properly executed purchase order.

**NOW, THEREFORE BE IT RESOLVED** by the Township Council of the Township of Verona, in the County of Essex, New Jersey as follows:

1. The preamble to this Resolution is hereby incorporated as if more fully set forth herein.
2. Contract No. 2024-22 shall be awarded to the lowest responsive and responsible bidder, Ciel Power LLC, Kearny, New Jersey.
3. No amount of this contract shall be chargeable until such time as to the certification of available funds is made by the Chief Financial Officer, upon receipt of a properly executed Purchase Order pursuant to *N.J.A.C. 5:30-11.10*
4. The Township Manager and the Municipal Clerk are hereby authorized to enter into any agreement necessary for the aforementioned services a copy of which shall be available for public inspection in the Office of the Municipal Clerk.

**ROLL CALL:**

**AYES:** Holland, McGrath, Roman, McEvoy, Tamburro

**NAYS:**

**RESOLUTION No. 2025-060**

A motion was made by Councilman Roman; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**APPROVING CHANGE ORDER #1 FOR CONTRACT No. 2024-17 - TOWN HALL  
REPOINTING AND WINDOW REPLACEMENT**

**WHEREAS**, Resolution No. 2024-231 awarded Contract 2024-17 – Town Hall Repointing and Window Replacement to Panoramic Window and Door System, Stockton, New Jersey in the base bid amount of \$773,000; and

**WHEREAS**, the Township has received Contract Change No. 1 for 3M film on eight (8) of the windows in the amount of +\$4,400.00; and

**WHEREAS**, Contract Change No. 1 is in the best interests of the Township of Verona.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Verona, in the County of Essex, New Jersey that Contract Change No. 1 be approved for a final contract amount of \$777,400, a +0.56% change, be approved.

**BE IT FURTHER RESOLVED** that the Township Manager, the Township Clerk and any other officer as may be deemed appropriate are hereby authorized to execute Contract Change No. 1 for Contract No. 2024-17 on behalf of the Township.

**ROLL CALL:**

**AYES:** Holland, McGrath, Roman, McEvoy, Tamburro

**NAYS:**

**RESOLUTION No. 2025-061**

A motion was made by Councilman Roman; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**APPROVING CHANGE ORDER #1 FOR REPAIRS TO THE COMMUNICATIONS  
TOWER BUILDING**

**WHEREAS**, Resolution No. 2024-131 awarded an emergency contract in accordance with N.J.S.A. 40A-11-6 to Infrastructure Repair Service, LLC, Lincoln Park, New Jersey for immediate repairs to the communications tower building; and

**WHEREAS**, the scope of the work to complete was \$65,805; and

**WHEREAS**, the Township has received Contract Change No. 1 for compaction grouting in the amount of +\$12,654.00; and

**WHEREAS**, Contract Change No. 1 is in the best interests of the Township of Verona.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Verona, in the County of Essex, New Jersey that Contract Change No. 1 be approved for a final contract amount of \$78,459, a +19.22% change, be approved.

**BE IT FURTHER RESOLVED** that the Township Manager, the Township Clerk and any other officer as may be deemed appropriate are hereby authorized to execute Contract Change No. 1 for the emergency repairs to the communications tower building.

**ROLL CALL:**

**AYES:** Holland, McGrath, Roman, McEvoy, Tamburro

**NAYS:**

**RESOLUTION No. 2025-062**

A motion was made by Councilman Roman; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**AUTHORIZING A SUSTAINABLE JERSEY GRANT APPLICATION FOR A  
COMPOSTING PROJECT**

**WHEREAS**, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

**WHEREAS**, the Township of Verona strives to save tax dollars, assure clean land, air and water, improve working and living environments; and

**WHEREAS**, the Township of Verona and the Sustainable Verona Green Team are participating in the Sustainable Jersey Program; and

**WHEREAS**, one of the purposes of the Sustainable Jersey Program is to provide resources to municipalities to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey Small Grants Program;

**THEREFORE**, the Township Council of the Township of Verona has determined that should apply for the aforementioned Grant.

**THEREFORE, BE IT RESOLVED**, that Township Council, in the County of Essex, State of New Jersey, authorize the submission of the aforementioned Sustainable Jersey Grant.

**ROLL CALL:**

**AYES:** Holland, McGrath, Roman, McEvoy, Tamburro

**NAYS:**

**RESOLUTION No. 2025-063**

A motion was made by Councilman Roman; seconded by Deputy Mayor McEvoy that the following resolution be adopted:

**PERMITTING ITEMS TO BE DISCUSSED IN EXECUTIVE SESSION**

**WHEREAS**, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the Public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Verona, County of Essex, State of New Jersey, as follows:

The public shall be excluded from discussion of an action upon the hereinafter specified subject matter.

- 1. Purchase, Lease or Acquisition of Real Property pursuant to *N.J.S.A. 10:4-12 (5)*
- 2. Pending, Ongoing, or Anticipated Litigation and Contract Negotiations pursuant to *N.J.S.A. 10:4-12 (7)*

**ROLL CALL:**

**AYES:** Holland, McGrath, Roman, McEvoy, Tamburro

**NAYS:**

New Business:

The Mayor reads correspondence he received from the President of the Board of Education inviting the Council to participate in a joint meeting of the two entities. The meeting will be held on March 25, 2025 and no official action will be taken.

Public Comment:

None.

Council goes into Executive Session at 9:46 p.m. and returns to the Public Session at 9:55 p.m.

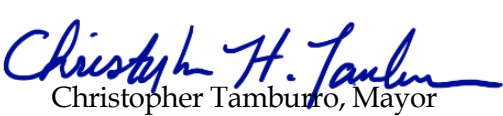
Adjournment:

Motion to adjourn is made by Councilman Roman; seconded by Councilwoman Holland at 9:56 p.m.  
Vote: 5 ayes.

The next meeting is March 17, 2025.

Respectfully submitted,

  
Jennifer Kiernan, Municipal Clerk

  
Christopher Tamburro, Mayor

APPROVED: March 17, 2025