



**BOROUGH OF ALLENDALE**  
**MAYOR AND COUNCIL**  
**MEETING MINUTES**  
**FOR**  
**THURSDAY,**  
**JULY 16, 2026**  
**7:00 P.M.**

## **Mayor and Council of the Borough of Allendale**

### **Regular Meeting of Mayor and Council – July 16, 2026**

A combined Work and Regular Session Meeting of the Mayor and Council of the Borough of Allendale was held in the Municipal Building at 500 West Crescent Avenue, Allendale, New Jersey on July 16, 2026. The meeting was called to order at 7:00 pm by Mayor Amy Wilczynski.

Linda Cervino, Municipal Clerk, read the open public meetings statement: "In Compliance with the Open Public Meetings Act, the notice requirements have been satisfied. The meeting dates for the year are confirmed at the Annual Meeting, are posted on the public bulletin board in the Municipal Building and on the Borough website, published in The Record within the first 10 days of the New Year, and copies are sent to the Ridgewood News and Star Ledger.

The roll call was recorded as follows:

| <b>COUNCIL</b>            | <b>PRESENT</b> | <b>ABSENT</b> |
|---------------------------|----------------|---------------|
| Councilman O'Connell      |                | ✓             |
| Councilman O'Toole        | ✓              |               |
| Councilpresident Lovisolo | ✓              |               |
| Councilwoman Homan        | ✓              |               |
| Councilman Daloisio       |                | ✓             |
| Councilman Yaccarino      | ✓              |               |
| Mayor Wilczynski          | ✓              |               |

A quorum was met. Also present were the following: Raymond Wiss, Borough Attorney, and Linda Cervino, Municipal Clerk.

Mayor Wilczynski led the salute to the flag.

#### **AGENDA REVIEW:**

Mayor Wilczynski reviewed the following:

- Second Reading and Public Hearing of Ordinances #26-13, #26-16 and #26-17.
- Introduction of Ordinance #26-18.
- Consent Agenda Items #26-174 through 26-186, which consisted of:

|                    |                                                                                                                      |
|--------------------|----------------------------------------------------------------------------------------------------------------------|
| <b>RES 26-174:</b> | A Resolution Allocating Additional Money from the Municipal Affordable Housing Trust Fund to Allendale Housing, Inc. |
| <b>RES 26-175:</b> | Authorization of 2026 Crestwood Lake Salaries Supplement Five.                                                       |
| <b>RES 26-176:</b> | Approval of Waiver of Fees for 2026 Crestwood Lake Memberships.                                                      |
| <b>RES 26-177:</b> | A Resolution Waiving the Special Events Permit Fee for Food Vendors-Allendale Fall Festival on September 26, 2026.   |
| <b>RES 26-178:</b> | Resolution authorizing the submission of an application for the NJDOT FY27 Municipal Aid Program.                    |

**Mayor and Council of the Borough of Allendale**  
**Regular Meeting of Mayor and Council – July 16, 2026**

|                    |                                                                                                                                                                                                                                                |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>RES 26-179:</b> | Authorizing the submission of an application for the NJDOT FY27 Safe Streets to Transit Program.                                                                                                                                               |
| <b>RES 26-180:</b> | Review and Certification of Annual Report of Audit for the Fiscal Year ending December 31, 2025.                                                                                                                                               |
| <b>RES 26-181:</b> | Approval of Corrective Action Plan–Report of Audit for Fiscal Year Ending December 31, 2025.                                                                                                                                                   |
| <b>RES 26-182:</b> | Authorizing Inclusion in the Bergen County Community Development Program for FY 2027, 2028 and 2029.                                                                                                                                           |
| <b>RES 26-183:</b> | Authorizing the execution of an agreement with The County of Bergen to supersede the Cooperative Agreement Dated July 1, 2024, and amendments thereto establishing The Bergen County Community Development Program for FY 2027, 2028 and 2029. |
| <b>RES 26-184:</b> | Authorizing the rescheduled date for the Holiday Observers' 2026 July 4th Celebration.                                                                                                                                                         |
| <b>RES 26-185:</b> | Approval of July 16, 2026 List of Bills.                                                                                                                                                                                                       |
| <b>RES 26-186:</b> | Authorizing a Non-Fair and Open Professional Services Agreement with Bright View Engineering, LLC for Phase I Traffic Engineering Services – West Crescent Avenue & Beresford Road Crosswalk Evaluation.                                       |

**APPROVAL OF JUNE 11, 2026 AND JUNE 18, 2026 WORK & REGULAR MEETING MINUTES:**

Due to a lack of quorum, a roll call vote was conducted to carry the approval of June 11, 2026 and June 18, 2026, Regular Meeting minutes to August 13, 2026. The vote was recorded as follows:

|                       | Motion | Second | Yes | No | Abstain | Absent |
|-----------------------|--------|--------|-----|----|---------|--------|
| Councilman O'Connell  |        |        |     |    |         | ✓      |
| Councilman O'Toole    |        |        | ✓   |    |         |        |
| Councilwoman Lovisolo |        | ✓      | ✓   |    |         |        |
| Councilwoman Homan    |        |        | ✓   |    |         |        |
| Councilman Daloisio   |        |        |     |    |         | ✓      |
| Councilman Yaccarino  | ✓      |        | ✓   |    |         |        |

**PUBLIC COMMENT ON AGENDA ITEMS ONLY:** No one came forward.

**SECOND READING AND PUBLIC HEARING OF ORDINANCES: #26-13**

The Municipal Clerk read into the record:

“The following ordinance published herewith was first read by title only on June 18, 2026, and posted on the bulletin board of the lobby of the municipal building and borough website.

**Mayor and Council of the Borough of Allendale**  
**Regular Meeting of Mayor and Council – July 16, 2026**

**ORDINANCE #26-13:** BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS IN, BY AND FOR THE BOROUGH OF ALLENDALE, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$1,160,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT OR FULLY FUND AN APPROPRIATION FROM THE CAPITAL IMPROVEMENT FUND, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

No one came forward from the public on Ordinance #26-13.

The vote was recorded, and a roll call was conducted as follows:

|                       | Motion | Second | Yes | No | Abstain | Absent |
|-----------------------|--------|--------|-----|----|---------|--------|
| Councilman O'Connell  |        |        |     |    |         | ✓      |
| Councilman O'Toole    |        |        | ✓   |    |         |        |
| Councilwoman Lovisolo | ✓      |        | ✓   |    |         |        |
| Councilwoman Homan    |        |        | ✓   |    |         |        |
| Councilman Daloisio   |        |        |     |    |         | ✓      |
| Councilman Yaccarino  |        | ✓      | ✓   |    |         |        |

(See Ordinance #26-13 attached and made a part hereof)

**SECOND READING AND PUBLIC HEARING OF ORDINANCES: #26-16**

The Municipal Clerk read into the record:

"The following ordinance published herewith was first read by title only on June 11, 2026, and posted on the bulletin board of the lobby of the municipal building and borough website.

**ORDINANCE #26-16:** AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, CHAPTER 100-3 – FEES.

No one came forward from the public on Ordinance #26-16.

The vote was recorded, and a roll call was conducted as follows:

|                       | Motion | Second | Yes | No | Abstain | Absent |
|-----------------------|--------|--------|-----|----|---------|--------|
| Councilman O'Connell  |        |        |     |    |         | ✓      |
| Councilman O'Toole    |        |        | ✓   |    |         |        |
| Councilwoman Lovisolo |        | ✓      | ✓   |    |         |        |
| Councilwoman Homan    |        |        | ✓   |    |         |        |
| Councilman Daloisio   |        |        |     |    |         | ✓      |
| Councilman Yaccarino  | ✓      |        | ✓   |    |         |        |

(See Ordinance #26-16 attached and made a part hereof)

**Mayor and Council of the Borough of Allendale  
Regular Meeting of Mayor and Council – July 16, 2026**

**SECOND READING AND PUBLIC HEARING OF ORDINANCES: #26-17**

The Municipal Clerk read into the record:

“The following ordinance published herewith was first read by title only on June 11, 2026, and posted on the bulletin board of the lobby of the municipal building and borough website.

**ORDINANCE #26-17:** AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, CHAPTER 203 PUBLIC PLACES.

No one came forward from the public on Ordinance #26-17.

The vote was recorded, and a roll call was conducted as follows:

|                       | Motion | Second | Yes | No | Abstain | Absent |
|-----------------------|--------|--------|-----|----|---------|--------|
| Councilman O'Connell  |        |        |     |    |         | ✓      |
| Councilman O'Toole    |        | ✓      | ✓   |    |         |        |
| Councilwoman Lovisolo |        |        | ✓   |    |         |        |
| Councilwoman Homan    |        |        | ✓   |    |         |        |
| Councilman Daloisio   |        |        |     |    |         | ✓      |
| Councilman Yaccarino  | ✓      |        | ✓   |    |         |        |

(See Ordinance #26-17 attached and made a part hereof)

**INTRODUCTION OF ORDINANCE #26-18**

The Municipal Clerk read the title of the ordinance into the record:

**ORDINANCE #26-18:** AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, CHAPTER 26-25 PROMOTION OF OFFICERS.

The vote was recorded, and a roll call was conducted as follows:

|                       | Motion | Second | Yes | No | Abstain | Absent |
|-----------------------|--------|--------|-----|----|---------|--------|
| Councilman O'Connell  |        |        |     |    |         | ✓      |
| Councilman O'Toole    | ✓      |        | ✓   |    |         |        |
| Councilwoman Lovisolo |        |        | ✓   |    |         |        |
| Councilwoman Homan    |        |        | ✓   |    |         |        |
| Councilman Daloisio   |        |        |     |    |         | ✓      |
| Councilman Yaccarino  |        | ✓      | ✓   |    |         |        |

(See Ordinance #26-18 attached and made a part hereof)

The Municipal Clerk stated, “Ordinance 26-18 has been introduced upon first reading. Public hearing and final adoption will be held on August 13, 2026, at 7:00 p.m. or soon thereafter. The ordinance will be posted on the Borough website and made available through the Office of the Municipal Clerk in accordance with statutory public notice requirements.”

**Mayor and Council of the Borough of Allendale  
Regular Meeting of Mayor and Council – July 16, 2026**

**APPROVAL OF CONSENT AGENDA:**

The vote was recorded and a roll call was conducted as follows:

|                       | Motion | Second | Yes | No | Abstain | Absent |
|-----------------------|--------|--------|-----|----|---------|--------|
| Councilman O'Connell  |        |        |     |    |         | ✓      |
| Councilman O'Toole    |        |        | ✓   |    |         |        |
| Councilwoman Lovisolo | ✓      |        | ✓   |    |         |        |
| Councilwoman Homan    |        | ✓      | ✓   |    |         |        |
| Councilman Daloisio   |        |        |     |    |         | ✓      |
| Councilman Yaccarino  |        |        | ✓   |    | 26-185  |        |

(See Resolutions 26-174 through 26-186 attached and made a part hereof)

(For the Record, Councilman Yaccarino abstained to Resolution #26-185.

Councilman Yaccarino said yes to Resolutions #26-174 through #26-184 and Resolution #26-186)

**ADMINISTRATION**

**Council Committee Reports**

**Councilman Matthew O'Toole, Public Safety Committee Report:** Councilman O'Toole thanked all agencies involved in keeping residents safe during the Fourth of July events, particularly during the severe storm that moved through Crestwood Lake. He noted that the situation could have been disastrous but that the lake was evacuated in sufficient time for residents to return home or seek shelter in their vehicles before the thunder and lightning intensified.

Councilman O'Toole reported that changes were made to the Police Department's promotional ordinance for positions ranging from Sergeant through Chief. The revisions address required lengths of service as a police officer, both within Allendale and in other jurisdictions, as well as the amount of time served in certain ranks before becoming eligible for promotion to higher positions. He explained that the changes are intended to ensure that the Borough considers the most qualified candidates for each position while also expanding the pool of eligible candidates.

In response to concerns raised by residents, the Borough will extend the fog line on Chestnut Street nearly to Franklin Turnpike to improve pedestrian safety. Councilman O'Toole also reported that the safety sticks will be installed in the downtown area in the coming weeks. These automatic parking enforcement devices will be placed near downtown crosswalks to discourage vehicles from parking within designated safety zones, obstructing sightlines on either side of crosswalks, or parking across crosswalks.

Councilman O'Toole announced that the next Gary Letezio Memorial Blood Drive will be held on July 31, 2026, from 1:00 p.m. to 7:00 p.m. at the Allendale Community Center, with the Allendale Library joining as a sponsor. AB&G will once again offer its "Pint for a Pint" promotion. He noted that two blood emergencies have already been declared this year and emphasized the importance of all eligible individuals donating blood, as each pint donated can help save up to three lives.

## **Mayor and Council of the Borough of Allendale Regular Meeting of Mayor and Council – July 16, 2026**

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**Councilpresident Susanne Lovisolo – Finance, Human Resources, Administration & IT, Land Use and Construction Code Report:** Council President Lovisolo commended the Mayor, Public Safety Committee, Police Department, and everyone involved in making the decision to modify the July 4th festivities due to the weather conditions. She stated that she looks forward to the rescheduled fireworks on September 26, 2026, which will provide a great conclusion to Allendale Day.

Council President Lovisolo reported that there were no significant updates regarding Land Use at this time. The next Land Use Committee meeting is scheduled for Thursday at 9:30 a.m. at Borough Hall.

She also reported that planning meetings have been taking place for the Borough parade and thanked the members of the committee, noting the Mayor's integral involvement. The Borough parade will lead directly into the Holiday Observers' event as part of the community's festivities.

In recognition of the nation's 250th anniversary celebrations, Council President Lovisolo announced that the Allendale Library will hold the second installment of its "Beat of America" Concert Series on August 10th, featuring early American chamber music.

Lastly, she announced that the Green Team will host another collection event this Saturday for Styrofoam and other accepted materials.

**Councilman Yaccarino, Facilities, Parks and Recreation/Land Use and Construction Code Report:** Councilman Yaccarino reported that the Facilities Committee met the previous evening and discussed several matters related to the Crestwood concession stand, ongoing field maintenance, and maintenance protocols. The Committee is also determining which field will be selected for maintenance work this fall. He further reported that the Borough is working to advertise the Crestwood concession bid earlier this year in an effort to attract a larger pool of interested applicants, including both new and previous candidates.

Councilman Yaccarino announced that the upcoming concert featuring Midlife Crisis, originally scheduled for Saturday, will likely be postponed due to the anticipated weather. Jim O'Nesias reached out regarding the postponement, and a new date will be selected. He also noted that Tim Gysin has expressed interest in performing, with a potential weekday performance being considered.

**Councilpresident Elizabeth Homan – Finance, Human Resources, Administration & Information Technology, Public Works & Public Utilities Reports:** Councilwoman Homan expressed her gratitude to everyone who worked during the July 4th festivities to ensure that residents and attendees were able to exit safely during the severe weather. She stated that she looks forward to the rescheduled September event.

Regarding sewer matters, Councilwoman Homan reported that the Borough continues to face challenges involving sewer flows coming from Saddle River. She thanked Borough Engineer Mike Vreeland, Borough Attorney Ray Wiss, and Mayor Wilczynski for their continued efforts and teamwork. She emphasized the importance of balancing Allendale's desire to be a good neighbor and assist Saddle River in meeting its affordable housing obligations while ensuring that the interests of Allendale residents remain the Borough's primary focus.

## **Mayor and Council of the Borough of Allendale**

### **Regular Meeting of Mayor and Council – July 16, 2026**

Regarding the water system, Councilwoman Homan reminded the public that when the Borough sold its water system to Veolia, the agreement included a ten-year rate stabilization provision, with rate changes subject to approval by the New Jersey Board of Public Utilities (BPU). Under the agreement, an increase of up to five percent was permitted for 2026.

Councilwoman Homan explained that the Borough recognized the importance of formally participating in the rate proceedings and, through Borough Attorney Ray Wiss, obtained intervenor status. She noted the significant community participation at the initial public hearing held in April, which helped establish strong communication among the Borough, Veolia, the BPU, and the Ratepayer Advocate. Councilwoman Homan, Mayor Wilczynski, and Attorney Wiss subsequently participated in ten BPU settlement meetings.

Councilwoman Homan was pleased to announce that Allendale residents will receive a zero percent increase in water consumption charges for 2026, despite the agreement permitting an increase of up to five percent. She noted that the Borough worked diligently toward this result, particularly in light of the larger rate increase approved by the BPU in 2024. As a result, Allendale customers will not see an increase in their water consumption rates on their bills.

Councilwoman Lovisolo, on behalf of the remainder of the Council, thanked Councilwoman Homan, Mayor Wilczynski, and Borough Attorney Ray Wiss for their extensive work and efforts in achieving this result.

#### **Staff Reports:**

**Linda Cervino, Municipal Clerk's Report:** The Municipal Clerk reported on the No-Knock Registrations stating as of the date of the meeting, July 16, 2026, 246 residents registered their address.

Linda revisited Councilwoman's comment about the Recycling Event. It also includes battery collection, reusable bags and canned food collection, coats and boot drive. Compost bins and rain barrel are available for sale.

**Raymond Wiss, Borough Attorney's Report:** Attorney Wiss reported that the past several weeks had been extremely busy and emphasized the significant efforts of Councilwoman Homan and Mayor Wilczynski in connection with the Veolia water rate case. He noted that they participated in ten public hearings, as well as several ancillary proceedings, many of which took place during the business day and required them to take time from their regular schedules. Attorney Wiss further noted that Allendale was the only municipality to participate as an intervenor in the proceedings.

Attorney Wiss explained that Veolia had sought to apply the same rate structure to Allendale customers as other customers throughout the state, notwithstanding the contractual rate stabilization commitments made in connection with the sale of Allendale's water utility to Suez, now Veolia. He stated that, without the involvement and advocacy of Mayor Wilczynski and Councilwoman Homan, Allendale could have been treated as simply another municipality subject to the proposed increase. Instead, their efforts helped protect the Borough's contractual interests and ultimately resulted in a zero percent increase in water consumption charges for Allendale customers. He commended Mayor Wilczynski and Councilwoman Homan for their substantial efforts in achieving this result.

## **Mayor and Council of the Borough of Allendale**

### **Regular Meeting of Mayor and Council – July 16, 2026**

Attorney Wiss also reported that litigation initiated by an Allendale homeowner involving the Borough and Veolia remains ongoing, and the Borough continues to work on that matter.

He further discussed the Borough's ongoing work with Saddle River and Toll Brothers regarding two development projects in Saddle River. He explained that the Borough continues to seek an appropriate balance between protecting Allendale residents and the Borough's sewer system while also accommodating the needs of neighboring Saddle River, which does not have its own sewer system. Attorney Wiss noted that this has been an extended process in which Mayor Wilczynski has been deeply involved and that discussions remain ongoing.

Lastly, Attorney Wiss addressed Ordinance No. 26-18, concerning Police Department promotional procedures, which was introduced that evening. He noted that considerable work and numerous meetings went into developing the ordinance, with participation from Mayor Wilczynski, Public Safety Committee members Councilmen O'Toole and Daloisio, the Borough Administrator, and Police Chief Dillon. The ordinance went through numerous revisions and incorporated suggestions intended to benefit the Police Department and provide appropriate opportunities for promotion and advancement. Attorney Wiss commended everyone involved for their efforts in bringing the ordinance to the point of introduction.

#### **MAYOR'S REPORT:**

Mayor Wilczynski described the Veolia water rate case as a monumental undertaking and recognized Councilwoman Elizabeth Homan for her exceptional efforts throughout the process. She commended Councilwoman Homan's extensive knowledge, attention to detail, and the significant amount of paperwork, testimony, and financial data she reviewed and analyzed on behalf of the Borough. Mayor Wilczynski noted, as previously reported by the Borough Attorney, that Allendale was the only municipality to participate as an intervenor and emphasized the complexity of the BPU process. She stated that the Borough learned a great deal about the BPU proceedings and thanked Councilwoman Homan for her tremendous work on behalf of Allendale residents. She further noted that the successful outcome demonstrates the additional efforts undertaken by Borough officials to maximize the value of residents' tax dollars.

Mayor Wilczynski also expressed the Borough's strong support and appreciation for the Allendale Police Department. She explained that the revisions to the Police Department promotional ordinance were developed with the goals of creating a fair process, providing opportunities for professional growth and advancement, and encouraging officers to remain with the Department. Considerable time was spent reviewing, writing, and revising the ordinance to ensure that the promotional process appropriately serves the members of the Department.

Regarding traffic and pedestrian safety, Mayor Wilczynski reported that the Borough continues to conduct traffic studies and has retained a traffic engineer to evaluate ways to make Allendale safer. One particular study involves an intersection on Beresford Road where a significant number of children cross. Due to the complexity of the intersection, the Borough is seeking expert guidance regarding potential safety improvements.

**Mayor and Council of the Borough of Allendale**  
**Regular Meeting of Mayor and Council – July 16, 2026**

Mayor Wilczynski concluded by highlighting several upcoming community events. Allendale Day will be held on September 26th, followed by the rescheduled fireworks presented in conjunction with the Holiday Observers. She also announced the upcoming 250th anniversary celebration and Borough parade on the 19th, which will include vendors, floats, and other festivities. In addition, commemorative apparel is available in celebration of the 250th anniversary and Crestwood Lake.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**PUBLIC COMMENTS ON ANY MATTER:**

**Lauren Chin, 23 Beresford Road, Allendale.** Ms. Chin asked about the next steps the Borough is taking to evaluate pedestrian safety and the potential placement of a crossing guard at the intersection of Beresford Road and Crescent Avenue. She stated that she had previously submitted correspondence and had been in communication with members of the Police Department regarding her concerns.

Ms. Chin noted that Allendale prides itself on being a safe community and referenced the Borough's recognition as one of the safest communities in the country. She emphasized the importance of providing children with a safe environment that allows them to independently walk or bicycle to and from school.

Ms. Chin discussed the existing pedestrian-activated flashing warning system at the intersection, stating that she did not believe it was sufficiently effective in alerting approaching motorists or slowing traffic. She acknowledged that a variety of safety improvements could be considered, ranging from the placement of a crossing guard during school hours to longer-term measures, such as a traffic signal or other improvements that may require a greater financial investment.

She asked what residents could do to assist the Borough, including whether additional community participation or a petition would be helpful. She noted that the issue is of particular concern to families in the San Jacinto neighborhood, where dozens of children currently cross the roadway by bicycle or on foot.

Mayor Wilczynski thanked Ms. Chin for attending and explained that the intersection presents several challenges, including roadway configuration and sight-distance issues, making the solution more complicated than simply assigning a crossing guard. She stated that the Borough is retaining a traffic expert and has already contacted Bergen County, which is expected to pave the roadway. The Borough intends to coordinate with the County's engineer, an outside traffic engineer, and the Borough Engineer to evaluate potential improvements.

Mayor Wilczynski further reported that Chief Dillon has spent considerable time taking measurements and evaluating conditions in the area. She acknowledged that conditions have changed over time, including an increase in the number of children walking to school, changes in driving behavior, and increased traffic. She also noted that the Borough is undertaking a broader review of sidewalks and pedestrian conditions throughout the community.

**Mayor and Council of the Borough of Allendale**  
**Regular Meeting of Mayor and Council – July 16, 2026**

Mayor Wilczynski stated that the Borough's goal is to develop a plan for the intersection before the start of the school year and invited Ms. Chin to continue contacting her for updates.

There was also discussion regarding whether a crossing guard had been stationed at the location in prior years. Ms. Chin referenced information indicating that a crossing guard may previously have been assigned there but was not sufficiently utilized; members of the Council indicated that there had not been a crossing guard at that location.

Mayor Wilczynski concluded by noting that recruiting and retaining crossing guards continues to be challenging and that the Borough has explored potential solutions to address that issue.

**Walter Widmer, 38 Hamilton, Allendale.** Mr. Widmer asked for clarification regarding the date and times for Allendale Day and the rescheduled fireworks. Mayor Wilczynski responded that Allendale Day will be held from 9:00 a.m. to 1:00 p.m., with the fireworks scheduled for approximately 7:00 p.m. to 7:30 p.m.

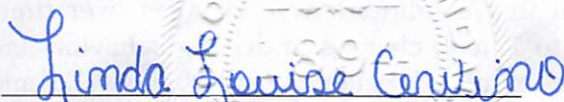
Mr. Widmer also raised concerns regarding roadway conditions following utility pipe repairs. He stated that he had been advised that crews typically return approximately one year after a pipe repair; however, that has not yet occurred. Mr. Widmer expressed concern about the excessive bumpiness and uneven conditions of the affected roadways.

No one else from the public came forward.

**ADJOURNMENT:**

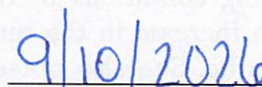
There being no further business to come before the Mayor and Council, on a motion by Councilman Yaccarino, second by Councilman O'Toole and unanimously carried, the work meeting was adjourned at 7:34 p.m.

Respectfully submitted,



Linda Louise Cervino

Linda Louise Cervino, RMC  
Municipal Clerk



9/10/2026

Date Approved

**BOROUGH OF ALLENDALE  
COUNTY OF BERGEN  
STATE OF NEW JERSEY**

**ORDINANCE #26-13**

BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS IN, BY AND FOR THE BOROUGH OF ALLENDALE, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$1,160,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT OR FULLY FUND AN APPROPRIATION FROM THE CAPITAL IMPROVEMENT FUND, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

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BE IT ORDAINED by the Borough Council of the Borough of Allendale, in the County of Bergen, State of New Jersey, as follows:

Section 1. The Borough of Allendale, in the County of Bergen, State of New Jersey (the "Borough") is hereby authorized to make various public improvements in, by and for said Borough, as more particularly described in Section 4 hereof. The cost of the improvements includes all work, materials and appurtenances necessary and suitable therefor.

Section 2. There is hereby appropriated to the payment of the cost of making the improvements described in Sections 1 and 4 hereof (hereinafter referred to as "purposes"), the respective amounts of money hereinafter stated as the appropriation for said respective purposes. Said appropriation shall be met from the proceeds of the sale of the bonds authorized and the Capital Improvement Fund moneys (either to make a down

payment or to fully fund an appropriation) appropriated by this ordinance. Said improvements shall be made as general improvements and no part of the cost thereof shall be assessed against property specially benefited.

Section 3. It is hereby determined and stated that the making of such improvements is not a current expense of said Borough.

Section 4. The several purposes hereby authorized for the financing of which said obligations are to be issued are set forth in the following "Schedule of Improvements, Purposes and Amounts" which schedule also shows (1) the amount of the appropriation and the estimated cost of each such purpose, and (2) the amount of each sum which is to be provided by the appropriation from the Capital Improvement Fund hereinafter made to either fully fund the appropriation or to provide a down payment, and (3) the estimated maximum amount of bonds and notes to be issued for each such purpose, and (4) the period of usefulness of each such purpose, according to its reasonable life, computed from the date of said bonds:

SCHEDULE OF IMPROVEMENTS, PURPOSES AND AMOUNTS

A. Undertaking the East Allendale Avenue Sewer Rehabilitation Project.

|                                  |            |
|----------------------------------|------------|
| Appropriation and Estimated Cost | \$ 550,000 |
| Down Payment Appropriated        | \$ 27,500  |
| Bonds and Notes Authorized       | \$ 522,500 |
| Period of Usefulness             | 40 years   |

B. Acquisition of real property, including an existing structure (to be demolished), for open space purposes. The property to be acquired is located at 274 West Allendale Avenue and is designated as Block 904, Lot 18 on the Tax Assessment Map of the Borough.

|                                       |            |
|---------------------------------------|------------|
| Appropriation and Estimated Cost      | \$ 610,000 |
| Capital Improvement Fund Appropriated | \$ 610,000 |
| Period of Usefulness                  | 40 years   |

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|                                            |             |
|--------------------------------------------|-------------|
| Aggregate Appropriation and Estimated Cost | \$1,160,000 |
| Aggregate Capital Improvement Fund         |             |
| Appropriated either as a Down Payment      |             |
| or to Fully Fund an Appropriation          | \$ 637,500  |
| Amount of Bonds and Notes Authorized       | \$ 522,500  |

Section 5. The cost of such purposes, as hereinbefore stated, includes the aggregate amount of \$75,000 which is estimated to be necessary to finance the cost of such purposes, including architect's fees, accounting, engineering and inspection costs, legal expenses and other expenses, including interest on such obligations to the extent permitted by Section 20 of the Local Bond Law (Chapter 2 of Title 40A of the New Jersey Statutes Annotated, as amended; the "Local Bond Law").

Section 6. It is hereby determined and stated that moneys exceeding \$637,500, appropriated for down payments on capital improvements or for the capital improvement fund in budgets heretofore adopted for said Borough, are now available to finance said purposes. The sum of \$637,500 is hereby appropriated from such moneys to the payment of the cost of said purposes.

Section 7. To finance said purposes, bonds of said

Borough of an aggregate principal amount not exceeding \$522,500 are hereby authorized to be issued pursuant to the Local Bond Law. Said bonds shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law. All matters with respect to said bonds not determined by this ordinance shall be determined by resolutions to be hereafter adopted.

Section 8. To finance said purposes, bond anticipation notes of said Borough of an aggregate principal amount not exceeding \$522,500 are hereby authorized to be issued pursuant to the Local Bond Law in anticipation of the issuance of said bonds. In the event that bonds are issued pursuant to this ordinance, the aggregate amount of notes hereby authorized to be issued shall be reduced by an amount equal to the principal amount of the bonds so issued. If the aggregate amount of outstanding bonds and notes issued pursuant to this ordinance shall at any time exceed the sum first mentioned in this section, the moneys raised by the issuance of said bonds shall, to not less than the amount of such excess, be applied to the payment of such notes then outstanding.

Section 9. Each bond anticipation note issued pursuant to this ordinance shall be dated on or about the date of its issuance and shall be payable not more than one year from its date, shall bear interest at a rate per annum as may be hereafter

determined within the limitations prescribed by law and may be renewed from time to time pursuant to and within limitations prescribed by the Local Bond Law. Each of said bond anticipation notes shall be signed by the Mayor and by a financial officer and shall be under the seal of said Borough and attested by the Borough Clerk or Deputy Borough Clerk. Said officers are hereby authorized to execute said notes in such form as they may adopt in conformity with law. The power to determine any matters with respect to said notes not determined by this ordinance and also the power to sell said notes, is hereby delegated to the Chief Financial Officer who is hereby authorized to sell said notes either at one time or from time to time in the manner provided by law.

Section 10. It is hereby determined and declared that the period of usefulness of the purpose to be financed with bonds or notes, according to its reasonable life, is a period of 40 years computed from the date of said bonds.

Section 11. It is hereby determined and stated that the Supplemental Debt Statement required by the Local Bond Law has been duly made and filed in the office of the Borough Clerk of said Borough, and that such statement so filed shows that the gross debt of said Borough, as defined in Section 43 of the Local Bond Law, is increased by this ordinance by \$522,500 and that the issuance of the bonds and notes authorized by this ordinance will be within all debt limitations prescribed by said Local Bond Law.

Section 12. Any funds received from private parties, the County of Bergen, the State of New Jersey or any of their agencies or any funds received from the United States of America or any of its agencies in aid of such purposes, shall be applied to the payment of the cost of such purposes, or, if bond anticipation notes have been issued, to the payment of the bond anticipation notes, and the amount of bonds authorized for such purposes shall be reduced accordingly.

Section 13. The Borough intends to issue the bonds or notes to finance the cost of the improvement described in Section 4.A of this bond ordinance. If the Borough incurs such costs prior to the issuance of the bonds or notes, the Borough hereby states its reasonable expectation to reimburse itself for such expenditures with the proceeds of such bonds or notes in the maximum principal amount of bonds or notes authorized by this bond ordinance.

Section 14. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this ordinance. Said obligations shall be direct, unlimited and general obligations of the Borough, and the Borough shall levy ad valorem taxes upon all the taxable real property within the Borough for the payment of the principal of and interest on such bonds and notes, without limitation as to rate or amount.

Section 15. The capital budget is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency therewith and the resolutions promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, is on file with the Borough Clerk and is available for public inspection.

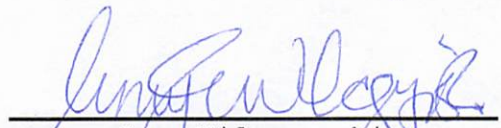
Section 16. This ordinance shall take effect twenty days after the first publication thereof after final passage.

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          |        |        | ✓   |    |         |        |
| Lovisolo         | ✓      |        | ✓   |    |         |        |
| Homan            |        |        | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        |        | ✓      | ✓   |    |         |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

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I hereby certify the above to be a true copy of an Ordinance adopted by the Governing Body of the Borough of Allendale on July 16, 2026.

  
Linda Louise Cervino, RMC  
Municipal Clerk

  
Amy Wilczynski  
Mayor

**BOROUGH OF ALLENDALE  
COUNTY OF BERGEN  
STATE OF NEW JERSEY**

**ORDINANCE #26-16**

**AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH  
OF ALLENDALE, CHAPTER 100-3 - FEES**

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Chapter 100-3 of the Code of the Borough of Allendale, be and hereby is amended, supplemented and revised as set forth below:

**§ 100-3. Fees. [Amended 1-27-1977; 9-22-1977]**

A. The fee for a construction permit shall be the sum of the subcode fees listed herein and shall be paid before the permit is issued: [Amended 9-25-1986; 11-14-1991; 9-10-1992; 5-27-1999; 7-24-2003; 2-9-2006; 5-1-2006; 8-13-2009; 5-26-2016; 11-2006; 8-13-2009; 5-26-2016]

(1) Plan review fee:

- (a) New construction, additions or renovation. The fee shall be 20% of the permit fee for proposed improvement, with a minimum fee of \$75, and is included in the building subcode fee.
- (b) Roofing and siding. FOR DETACHED ONE OR TWO FAMILY HOUSES. No plan review fee is required. For all other use groups 100-3A(2)(b) shall apply

(2) Building subcode fees. The fee for work under the building subcode shall be as follows:

- (a) New building and additions. Permit fees shall be based upon the volume of the structure. Volume shall be computed in accordance with N.J.A.C. 5:23-2.28. The building permit fee be in the amount of \$0.050 per cubic foot of volume for buildings and structures of all use groups and types of construction as classified and defined in Article 3 of the building subcode. State of New Jersey training fees shall be in the amount of \$0.00371 per cubic foot of volume of new construction in accordance with N.J.A.C. 5.23-4.19(b).
- (b) Renovations, alterations, decks, roofing, siding and repairs. The fees shall be based upon the estimated cost of the work. The fee shall be \$25 per \$1,000 of the estimated cost, with a minimum fee of \$75.

- (c) Reinstatement of a lapsed construction permit shall be as follows:
  - [1] Recalculation of the construction permit shall be based upon the current fee schedule for all work to be performed.
  - [2] The reinstatement fee shall be 20% of the recalculated value of all work which is to be performed.
- (d) Minimum building permit fees shall be: \$75.
  - [1] Principal buildings, additions and accessory buildings shall be charged in accordance with criteria under the Uniform Construction Code.
  - [2] (Reserved)
  - [3] (Reserved)
  - [4] Sheds 200 square feet or greater: \$75.
  - [5] For the purpose of determining estimated cost, the applicant shall submit to the enforcing agency, if available, cost data produced by the architect or engineer of record or by the contractor. A bona fide contractor's bid, if available, shall be submitted. The enforcing agency will make the final decision regarding estimated cost. Included in the building subcode permit is a plan review fee which is 20% of the building subcode fee.
  - [6] Swimming pools. Permit fees for in-ground pools shall be \$400, in addition to electric, plumbing, fence and certificate of approval permits. Aboveground pools shall require a permit fee of \$150 in addition to electric, plumbing, fence and certificate of approval permits. Swimming pools which require subcode permits shall include plan review fees as part of the subcode permit, which is 20% of the subcode fee.
  - [7] (Reserved)
  - [8] Asbestos hazard abatement permit shall be \$150 in accordance with N.J.A.C. 5:23-8.10(a)1 and \$200 for certificate of occupancy following successful completion of abatement in accordance with N.J.A.C. 5:23-8.10(a)2.
  - [9] Demolition permits. The fee for demolition permits shall be as follows:
    - [a] Principal building: \$150.
    - [b] Accessory building: \$40.

- [c] Demolition of structures less than 5,000 square feet and less than 30 feet in height, including one- and two-family residences, structures on farms and commercial farms: \$150. All other structures: \$80.
- [10] Signs. A sign shall be \$0.085 per square foot of surface area of the sign, with a minimum fee of \$50, computed on each side of the sign to be displayed. The fee shall be in addition to any Planning or Zoning Board application fees required.
- [11] Fences. The fee for a permit to construct a fence around a pool shall be \$75, which includes the plan review fee. This fee shall be in addition to any Planning or Zoning Board application fees which may be required.
- [12] Certificate of occupancy.
  - [a] The fee for a certificate of occupancy shall be as follows: \$200.
  - [b] A certificate of occupancy/approval shall only be issued if any outstanding building violation penalties have been paid.
  - [c] Temporary certificates of occupancy shall be \$30, or each renewal thereof.
  - [d] A certificate of continued occupancy for business or commercial establishments shall be \$250. A certificate of continued occupancy for business or commercial establishments with a change of use shall be \$25.
  - [e] Change of contractor. The fee shall be \$50.
  - [f] Variation. The fee shall be \$65.
- [13] Dry well. The fee shall be \$50. [Added 3-22-2018 by Ord. No. 18-06]
- [14] Commercial tent. The fee shall be \$100. [Added 3-22-2018 by Ord. No. 18-06]
- [15] Underground storage tank removal or abandonment of tank. The fee shall be \$150.  
[Added 3-22-2018 by Ord. No. 18-06]
- [16] Retaining Walls.
  - [a] A retaining wall with a surface area greater than 550 square feet that is associated with a Class 3 residential structure shall have a fee of \$500.
  - [b] A retaining wall with a surface area of 550 square feet or less that is associated with a Class 3 residential structure shall have a fee of \$250.

- [c] A newly constructed retaining wall of any size at other than a Class 3 residential structure shall be based on the estimated cost of construction. The fee shall be \$25 per \$1,000 of the estimated cost, with a minimum fee of \$250.

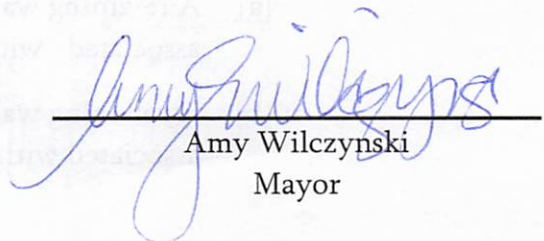
BE IT FURTHER ORDAINED that, except as modified herein, all other provisions of Chapter 100 shall remain in full force and effect as previously adopted.

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          |        |        | ✓   |    |         |        |
| Lovisollo        |        | ✓      | ✓   |    |         |        |
| Homan            |        |        | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        | ✓      |        | ✓   |    |         |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

I hereby certify the above to be a true copy of an Ordinance adopted by the Governing Body of the Borough of Allendale on July 16, 2026.



Linda Louise Cervino, RMC  
Municipal Clerk



Amy Wilczynski  
Mayor

**BOROUGH OF ALLENDALE  
COUNTY OF BERGEN  
STATE OF NEW JERSEY**

**ORDINANCE #26-17**

**AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH  
OF ALLENDALE, CHAPTER 203 PUBLIC PLACES**

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Chapter 203-24 (Designated Park and Playground Uses, Prohibited Acts) of the Code of the Borough of Allendale, be and hereby is amended, supplemented and revised as set forth below:

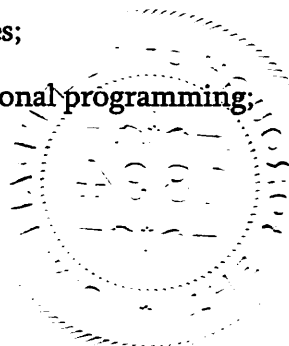
**§ 203-24. Prohibited Acts**

WHEREAS, the Borough of Allendale is authorized pursuant to the laws of the State of New Jersey, including but not limited to N.J.S.A. 40:48-1, N.J.S.A. 40:48-2, N.J.S.A. 39:4 10.11 et seq., and N.J.S.A. 40:61-1 et seq., to enact ordinances for the protection of public health, safety, and welfare and for the regulation of parks and recreational facilities; and

WHEREAS, the Mayor and Council recognize the rapidly increasing use of electric bicycles ("E-bikes"), electric scooters, and similar motorized micro-mobility devices within the Borough; and

WHEREAS, the Mayor and Council find that the operation of such devices within parks, playgrounds, athletic facilities, walking trails, sidewalks, and recreational areas creates substantial concerns regarding:

- pedestrian safety;
- collisions involving children;
- damage to athletic turf and recreational surfaces;
- interference with organized sports and recreational programming;
- unsafe operation at excessive speeds; and
- public nuisance conditions; and



WHEREAS, the Mayor and Council further find that municipal regulation of the location and manner of operation of such devices upon municipal property is necessary and appropriate and is consistent with New Jersey statutory authority regulating low-speed electric bicycles and scooters;

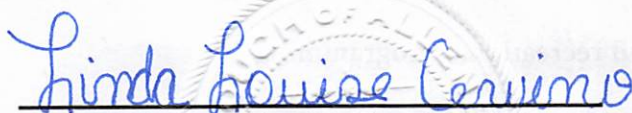
NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Chapter 203, Section 24 be and hereby is amended and supplemented as follows:

(O) Operation or use any low-speed or high-speed electric bicycles, or electric scooters, as defined by N.J.S.A. 39:1-1 and N.J.S.A. 39:4-14.16, is prohibited on any public park, playground, sidewalk, pedestrian pathway, or municipal property within the Borough.

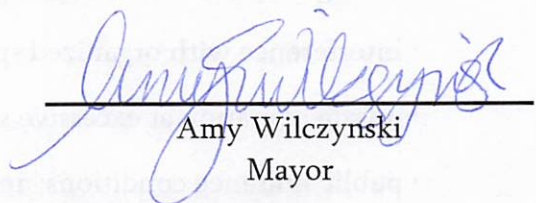
BE IT FURTHER ORDAINED that, except as modified herein, all other provisions of Chapter 203 shall remain in full force and effect as previously adopted.

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          |        | ✓      | ✓   |    |         |        |
| Lovisolo         |        |        | ✓   |    |         |        |
| Homan            |        |        | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        | ✓      |        | ✓   |    |         |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

I hereby certify the above to be a true copy of an Ordinance adopted by the Governing Body of the Borough of Allendale on July 16, 2026.



Linda Louise Cervino, RMC  
Municipal Clerk

  
Amy Wilczynski  
Mayor

**BOROUGH OF ALLENDALE  
COUNTY OF BERGEN  
STATE OF NEW JERSEY**

**ORDINANCE #26-18**

**AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE  
BOROUGH OF ALLENDALE, CHAPTER 26-25 PROMOTION OF OFFICERS**

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Chapter 26-25 (Promotion of Officers) of the Code of the Borough of Allendale, be and hereby is amended, supplemented and revised as set forth below:

- A. Goals. The Borough of Allendale is dedicated to the long term success of the department and desires to promote the most qualified candidates to the ranks of Chief, Captain, Lieutenant and Sergeant. This section establishes the eligibility requirements and the process for promotion to those ranks. The promotion process shall be on the basis of merit, experience/seniority, demonstrating sustained professionalism and ethical conduct, education, military service, demonstrated ability, competitive written examinations and competitive oral examinations as noted herein. The interview process shall include an evaluation of the following criteria: commendations, employee reviews, disciplines and early intervention summaries, annual performance evaluations, productivity, demonstrated ability and accomplishments, efforts supporting department goals and objectives, responsibilities, subsequent performance, attitude and demeanor, education, military experience, leadership ability, initiative, productivity, attitude toward peers, supervising officers' recommendations, motivation and morale, previous job performance, loyalty to the Department and community, experience and career development training. In accordance with N.J.S.A. 40A:14-129, promotion of any officer shall be made from the membership of the Allendale Police Department. In accordance with N.J.S.A. 40A:14-118, all promotions within the Allendale Police Department shall be made by the Governing Body, except as to the Chief of Police, whose promotion/appointment shall be made by the Mayor with the consent and approval of the Governing Body. A ranked list of eligible candidates for promotion shall be created based on the outcome of the aforesaid test.
- B. Eligibility requirements.
- (1) **Sergeant.** To be eligible for promotion to the rank of Sergeant, an individual shall satisfy all of the following minimum qualifications:
- (a) Shall have served as a full-time police officer in the Allendale Police Department for at least three (3) years; or
  - (b) Shall have served as a full-time New Jersey sworn police officer for at least five (5) years, at least two (2) of which were served with the Allendale Police Department.
  - (c) Shall have met or exceeded all Allendale Police Department standards in his or her three most recent annual performance evaluations conducted by his or her superiors.

- (2) **Lieutenant.** To be eligible for promotion to the rank of Lieutenant, an individual shall satisfy all of the following minimum qualifications:
  - (a) Shall have served as a full-time officer in the Allendale Police Department for at least eight (8) years of which at least three (3) years was served as a full-time Sergeant for the Allendale Police Department; and
  - (b) Shall have met or exceeded all Allendale Police Department standards in his or her three most recent annual performance evaluations conducted by his or her superiors.
- (3) **Captain.** To be eligible for promotion to the rank of Captain, an individual shall satisfy all of the following minimum qualifications:
  - (a) Shall have served at least ten (10) years as a full-time officer in the Allendale Police Department of which at least three (3) years was served as a full-time Sergeant and/or Lieutenant for the Allendale Police Department. In determining such ten-year length of service as a full-time officer, four or more years of military service with honorable discharge shall be the equivalent of one year of employment as a full-time officer for the Allendale Police Department; and
  - (b) Shall have met or exceeded all Allendale Police Department performance standards in his or her three most recent annual performance evaluations conducted by his or her superiors.
- (4) **Chief of Police.** To be eligible for promotion to the rank of Chief, an individual shall satisfy all of the following minimum qualifications:
  - (a) Shall have served as a full-time officer for at least ten (10) years, at three (3) of which were served as a full-time Sergeant, Lieutenant, or Captain with the Allendale Police Department. In determining such ten-year length of service as a full-time officer, four or more years of military service with honorable discharge shall be the equivalent of one year of employment as a full-time officer for the Allendale Police Department; and
  - (b) Shall have met or exceeded all Allendale Police Department performance standards in his or her three most recent annual performance evaluations conducted by his or her superiors, if applicable.

C. Process.

- (1) **Sergeant.** In creating the list of eligible candidates for promotion to Sergeant, candidates shall be scored/ranked as follows:
  - (a) A written or oral test relating to the duties, responsibilities and job functions of the position being sought, to be prepared and administered by the New Jersey State Association of Police Chiefs (or prepared and administered by such other person, association or organization as may be authorized by the Public Safety Committee). The test shall constitute 30% of the overall total score for each eligible candidate, based on a test that contains a maximum value of 100 points.

For example, a candidate who receives 70 points out of the total of 100 possible total points for the test shall receive 21 points towards the overall total score ( $70 \text{ points} \times 30\% = 21 \text{ points}$ ). The minimum threshold/ score required to be eligible for promotion shall be 70 points. Only those candidates who achieve such minimum score shall be eligible to continue forward in the promotion process for promotion to Sergeant. A ranked list of eligible candidates for promotion shall be created based on the outcome of the aforesaid test.

- (b) Interview #1: Each eligible candidate who has received on the test the minimum score required to continue forward in the promotion process shall be interviewed by an oral interview administered by an interview panel (the "interview panel") comprised of the following persons: the Public Safety Committee, the Chief of Police, the Borough Administrator, and no more than the next two highest ranking command staff members of the Allendale Police Department, if they exist. All candidates so interviewed by said interview panel shall be asked the same questions, and the score accorded to each candidate shall be arrived at by calculating the average of the scores of all said interview panel members. The results of such oral interview by said interview panel shall constitute 35% of the overall total score for each eligible candidate based on the average score of all said interview panel members of such oral interview. The total possible points for this oral interview shall be 100 points. For example, a candidate who receives a total of 80 points for this oral interview shall receive 28 points towards his/her overall total score ( $80 \times 35\% = 28 \text{ points}$ ). All eligible candidates' personnel files will be made available to be reviewed by the interview panel.
- (c) Interview #2: After being interviewed by said interview panel, each eligible candidate who has received on the test the minimum score required to continue forward in the promotion process shall be interviewed by the Public Safety Committee, the Borough Administrator and the Chief of Police and no more than the next two highest ranking command staff members of the Allendale Police Department, if they exist (the "interview panel"). All candidates so interviewed by the interview panel shall be asked the same questions, and the score accorded to each candidate shall be arrived at by calculating the average of the scores of all interview panel members. The results of such oral interview by the interview panel, and its consideration of the candidate's past performance based upon evaluations conducted during the preceding three years, shall constitute 35% of the overall total score for each candidate based on the average score of all interview panel members of such oral interview. The total possible points for this oral interview shall be 100 points. For example, a candidate who receives a total of 60 points out of the total of 100 possible total points for this oral interview shall receive 21 points towards his/her overall total overall score ( $60 \text{ points} \times 35\% = 21 \text{ points}$ ).

- (2) **Captain or Lieutenant.** In creating the list of eligible candidates for promotion to Captain, or Lieutenant, candidates shall be scored/ranked as follows:
- (a) A written or oral test relating to the duties, responsibilities and job functions of the position being sought, to be prepared and administered by the New Jersey State Association of Police Chiefs (or prepared and administered by such other person, association or organization as may be authorized by the Public Safety Committee). The test shall constitute 30% of the overall total score for each eligible candidate, based on a test that contains a maximum value of 100 points. For example, a candidate who receives 70 points out of the total of 100 possible total points for the test shall receive 21 points towards the overall total score ( $70 \text{ points} \times 30\% = 21 \text{ points}$ ). The minimum threshold/score required to be eligible for promotion shall be 70 points. Only those candidates who achieve such minimum score shall be eligible to continue forward in the promotion process for promotion to Captain, or Lieutenant. A ranked list of eligible candidates for promotion shall be created based on the outcome of the aforesaid test.
  - (b) Interview #1: For promotion to the positions of Captain or Lieutenant, each eligible candidate shall be interviewed by an interview panel comprised of the Public Safety Committee, the Borough Administrator, the Chief of Police, and the next highest ranking command staff member, if one exists ("interview panel"). All candidates so interviewed by said interview panel shall be asked the same questions, and the score accorded to each candidate shall be arrived at by calculating the average of the scores of all said interview panel members. The results of such oral interview by said interview panel, and its consideration of the candidate's past performance based upon evaluations conducted during the preceding three years, shall constitute 35% of the overall total score for each eligible candidate based on the average score of all said interview panel members of such oral interview. The total possible points for this oral interview shall be 100 points. For example, a candidate who receives a total of 90 points for this oral interview shall receive 31.50 points towards his/her overall total score ( $90 \times 35\% = 31.50 \text{ points}$ ). All eligible candidates' personnel files will be made available to be reviewed by the interview panel.
  - (c) Interview #2: Each eligible candidate for Captain and Lieutenant shall be interviewed by the Public Safety Committee, the Borough Administrator and the Chief of Police and the next highest ranking command staff members of the Allendale Police Department, if they exist (the "interview panel"). All candidates to be interviewed by the interview panel shall be asked the same questions, and the score accorded to each candidate shall be arrived at by calculating the average of the scores of all interview panel members. The results of such oral interview by the interview panel shall constitute 35% of the overall total score for each eligible candidate based on the average score of all interview panel members of such oral interview. The total possible score for this oral interview shall be 100 points. For example, a candidate who receives a total of 80 points for this oral interview shall receive 28 points toward his/her overall total score ( $80 \text{ points} \times 35\% = 28 \text{ points}$ ).

- (3) **Chief of Police.** In creating a list of eligible candidates for promotion to Chief of Police, candidates shall be scored/ranked as follows:
- (a) **Written or oral examination.** At least 20 calendar days before the examination, the Chief of Police, or his designee, shall announce the date, time and location of the examination. The Borough may enter into a contract with the New Jersey State Association of Chiefs of Police (NJSACOP) to develop, conduct and grade the examination. Alternatively, the Public Safety Committee may approve the use of an examination not prepared by NJSACOP. The questions will be based upon basic police practices and may include police and investigative procedures, supervisory and administrative principles, New Jersey criminal law, report writing, search and seizure issues, New Jersey Attorney General Guidelines and Directives, legal aspects and requirements for police work, and such other criteria as determined by the NJSACOP, or as determined by the Public Safety Committee. The test shall constitute 30% of the overall total score for each eligible candidate, based on a test that contains a maximum value of 100 points. For example, a candidate who receives 70 points out of the total of 100 possible total points for the test shall receive 21 points towards the overall total score ( $70 \text{ points} \times 30\% = 21 \text{ points}$ ). The minimum threshold/ score required to be eligible for promotion shall be 70 points. Only those candidates who achieve such minimum score shall be eligible to continue forward in the promotion process for promotion to Chief of Police.
  - (b) **Interview #1:** Each eligible candidate shall be interviewed by an interview panel comprised of the Public Safety Committee, the Borough Administrator and the Chief of Police (the "interview panel"). All candidates so interviewed by said interview panel shall be asked the same questions, and the score accorded to each candidate shall be arrived at by calculating the average of the scores of all said interview panel members. The results of such oral interview by said interview panel and its consideration of the candidate's past performance based upon evaluations conducted during the preceding three years, shall constitute 35% of the overall total score for each eligible candidate based on the average score of all said interview panel members of such oral interview. The total possible points for this oral interview shall be 100 points. For example, a candidate who receives a total of 90 points for this oral interview shall receive 31.50 points towards his/her overall total score ( $90 \text{ points} \times 35\% = 31.50 \text{ points}$ ). All eligible candidates' personnel files will be made available to be reviewed by the interview panel.
  - (c) **Interview #2:** Each eligible candidate shall be interviewed by the Public Safety Committee, the Borough Administrator and the Chief of Police (the "interview panel"). All candidates to be interviewed by the interview panel shall be asked the same questions, and the score accorded to each candidate shall be arrived at by calculating the average of the score of all interview panel members, with the exception of the Chief of Police who will not be scoring.

The results of such oral interview by the interview panel shall constitute 35% of the overall total score for each eligible candidate based at the average score of the interview panel members of such oral interview. The total possible score for this oral interview shall be 100 points. For example, a candidate who receives a total of 80 points for this oral interview shall receive 28 points toward his/her overall total score (80 points x 35% = 28 points).

- (4) The candidate(s) for promotion to Sergeant receiving the highest score(s) as calculated by reference to Subsection C(1)(a), (b) and (c) above shall be deemed the first candidate eligible for promotion. The candidate(s) for promotion to Captain or Lieutenant receiving the highest score as calculated by reference to Subsection C(2)(a) and (b) above shall be deemed the first candidate(s) eligible for promotion. The candidate(s) for promotion to Chief of Police receiving the highest score(s) as calculated by reference to Subsection C(3)(a) and (b) and (c) above shall be deemed the first candidate(s) eligible for promotion.
- D. Notwithstanding anything in this chapter to the contrary, the Borough of Allendale reserves the right to waive the examination and/or oral interview components of the promotional process, when the number of eligible candidates for a particular position is equal to or less than the number of vacant positions and the Borough intends to fill all vacant positions. If the Borough elects to so waive the examination and/or oral interview components, all other components of the promotional process within this section not so waived shall remain in effect.
  - E. Notwithstanding anything in this chapter to the contrary, the Borough of Allendale reserves the right to relax and/or waive the eligibility requirements for a particular position(s) if the number of eligible candidates for such position(s) is less than the number of vacant positions and the Borough intends to fill all vacant positions. If the Borough so elects to relax or waive the eligibility requirements, all candidates for the particular position(s), including those who are eligible as a result of the waiver or relaxation of such requirements, shall not be required to undergo or participate in the applicable process set forth in hereinabove.
  - F. Any appeal of the promotional process other than for the reasons set forth in Subsection F(1)(a) and (b) hereinbelow must be filed within 10 days of the posting of ranking of candidates, and failing same, such right of appeal shall be deemed waived. Said appeal must contain the reason(s) or justification(s) for an appeal and must be submitted to the Chief of Police, through the appropriate chain of command. The Chief of Police will assess the request and make a determination of how the request will be addressed on a case-by-case basis.
    - (1) Such requests are limited to the following areas of the promotional process:
      - (a) Review and retabulation of the scored elements of the selection process.
      - (b) Review of any evaluation or internal document that was used in the selection process related to the applicant.

- (2) Any appeal, for reasons other than those specified in Subsection F(1)(a) and (b) above, must be filed, in writing, by a candidate with the appropriate authority, within 10 days of the posting of the ranking of candidates. Any such appeal will be forwarded by the appropriate authority to the Governing Body which may, in its sole discretion, allow the candidate to be reevaluated, or take other action it deems appropriate.
- (3) All determinations by Chief of Police or the Governing Body are final.

BE IT FURTHER ORDAINED that, except as modified herein, all other provisions of Chapter 26-25 shall remain in full force and effect as previously adopted.

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          | ✓      |        | ✓   |    |         |        |
| Lovisolo         |        |        | ✓   |    |         |        |
| Homan            |        |        | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        |        | ✓      | ✓   |    |         |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

I hereby certify the above to be a true copy of an Ordinance introduced by the Governing Body of the Borough of Allendale on July 16, 2026.

  
Linda Louise Cervino, RMC  
Municipal Clerk

RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ

DATE: 07/16/2026

RESOLUTION# 26-174

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          |        |        | ✓   |    |         |        |
| Lovisolo         | ✓      |        | ✓   |    |         |        |
| Homan            |        | ✓      | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        |        |        | ✓   |    |         |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

- ☐ Carried
- ☐ Defeated
- ☐ Tabled
- ☒ Approved on  
Consent Agenda

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF ALLENDALE  
ALLOCATING ADDITIONAL MONEY FROM THE MUNICIPAL AFFORDABLE HOUSING  
TRUST FUND TO ALLENDALE HOUSING, INC.**

WHEREAS, the Mayor and Council of the Borough of Allendale, Bergen County (the "Borough"), has approval to establish and administer an Affordable Housing Trust Fund (the "AHTF") that includes development fees, payments from developers in lieu of constructing affordable units on-site, barrier free escrow funds, rental income, repayments from affordable housing program loans, recapture funds, proceeds from the sale of affordable units; and

WHEREAS, the Borough currently has AHTF monies available for Affordability Assistance wherein the use of funds for common maintenance expenses of affordable units, and assistance with emergency repairs and rehabilitation to bring deed-restricted units up to code, pursuant to N.J.A.C. 5:99-2.5.; and

WHEREAS, the Borough was approached by Allendale Housing, Inc. ("AHI"), in connection with the rehabilitation of 343 West Crescent Avenue (the "Property") to renovate 2 new (ADA accessible) bathrooms, kitchen, plumbing, electrical, insulation and flooring including the installation of a fire sprinkler system. The 3-bedroom home providing low- and moderate-income housing units for developmentally disabled adults at the property.

WHEREAS, AHI is a non-profit organization providing programs for developmentally disabled adults, helping them to maintain the properties; and

WHEREAS, AHI requested that the Borough allocate up to \$55,000.00 from the AHTF for use for the renovation of the Property where AHI has renovated the Property utilizing such funds; and

RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ

DATE: 07/16/2026

RESOLUTION# 26-174

WHEREAS, the Borough is desirous of making such donation for purposes of partially satisfying the Borough's Affordable Housing obligations; and

WHEREAS, AHTF monies may be allocated for the rehabilitation of low- and moderate-income residential housing units within the Borough in accordance with the Department of Community Affairs, the Fair Housing Act and applicable regulations; and

WHEREAS, the Borough prepared a spending plan, dated January 23, 2026 (the "2026 Spending Plan"), consistent with N.J.A.C. 5:97-8.10 and P.L. 2008, c.46 and submitted same to the NJDCA and Program for review and approval; and

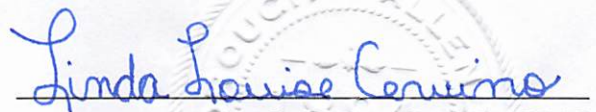
WHEREAS, the Borough prepared the 2026 Spending Plan so as to, among other things, change the properties identified and the allocation and amounts of certain funds therein, and submitted same to the Program for its review and approval; and

NOW THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Allendale hereby allocate \$55,000.00 from the Borough's Affordable Housing Trust Fund for use by AHI for the purposes stated herein; and

BE IT FURTHER RESOLVED, that the monies being allocated herein are from developer fees and other payments in lieu of construction and other fees that are within the Borough's AHTF.

---

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on July 16, 2026.

  
Linda Louise Gervino, RMC  
Municipal Clerk



RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ

DATE: 07/16/2026

RESOLUTION# 26-175

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          |        |        | ✓   |    |         |        |
| Lovisolo         | ✓      |        | ✓   |    |         |        |
| Homan            |        | ✓      | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        |        |        | ✓   |    |         |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

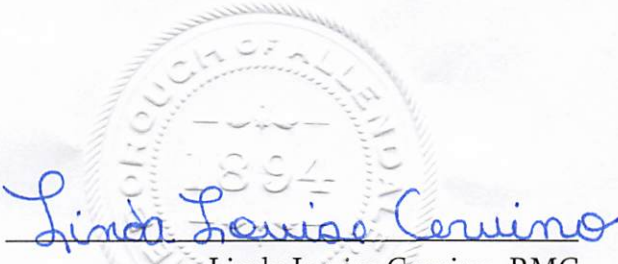
- ☐ Carried
- ☐ Defeated
- ☐ Tabled
- ☒ Approved on  
Consent Agenda

**AUTHORIZATION OF 2026 CRESTWOOD LAKE SALARIES  
SUPPLEMENT FIVE**

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that the above salaries are hereby approved for the Crestwood Lake Swim Club 2026 Season.

| TITLE     | EFFECTIVE DATE | NAME              | RATE OF PAY      |
|-----------|----------------|-------------------|------------------|
| Sub Guard | July 10, 2026  | Logan Lokshin     | \$16.00 per hour |
| Sub Guard | July 10, 2026  | Mikael Ferrales   | \$16.00 per hour |
| Sub Guard | July 18, 2026  | Kristian Ferrales | \$16.00 per hour |

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on July 16, 2026.

  
Linda Louise Cervino, RMC  
Municipal Clerk

RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ

DATE: 07/16/2026

RESOLUTION# 26-176

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          |        |        | ✓   |    |         |        |
| Lovisolo         | ✓      |        | ✓   |    |         |        |
| Homan            |        | ✓      | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        |        |        | ✓   |    |         |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

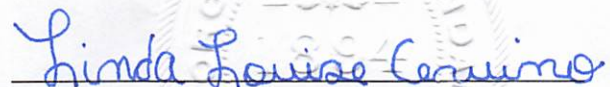
- ☐ Carried  
☐ Defeated  
☐ Tabled  
☒ Approved on  
Consent Agenda

**APPROVAL OF WAIVER OF FEES FOR 2026 CRESTWOOD LAKE MEMBERSHIPS**

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby waives the fee for a Family Membership at Crestwood Lake for the 2026 Season to the following:

| Crestwood Membership Account Number: | Family Resident Rate: | Family Non-Resident Rate | Total Discount:          |
|--------------------------------------|-----------------------|--------------------------|--------------------------|
|                                      |                       |                          |                          |
| 3093732                              |                       | \$1,000.00               | \$1,000.00               |
| 2157906                              |                       | \$1,000.00               | \$1,000.00               |
| 229926                               |                       | \$170.00                 | \$170.00                 |
| 3091164                              |                       | \$360.00                 | \$360.00                 |
| 230391                               | \$380.00              |                          | \$380.00                 |
| 247469                               | \$530.00              |                          | \$530.00                 |
|                                      |                       |                          |                          |
| <b>TOTAL:</b>                        |                       |                          | <b><u>\$3,440.00</u></b> |

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on July 16, 2026.



Linda Louise Cervino, RMC  
Municipal Clerk



RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ

DATE: 07/16/2026

RESOLUTION# 26-177

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          |        |        | ✓   |    |         |        |
| Lovisolo         | ✓      |        | ✓   |    |         |        |
| Homan            |        | ✓      | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        |        |        | ✓   |    |         |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

☐ Carried  
☐ Defeated  
☐ Tabled  
☒ Approved on  
Consent Agenda

**A RESOLUTION WAIVING THE SPECIAL EVENTS PERMIT FEE FOR  
FOOD VENDORS PARTICIPATING IN THE ALLENDALE FALL FESTIVAL ON  
SEPTEMBER 26, 2026, HOSTED BY THE CHAMBER OF COMMERCE**

WHEREAS, the Allendale Fall Festival is an annual community event that celebrates the autumn season with a variety of activities, entertainment, and food, attracting residents and visitors alike; and

WHEREAS, the 2026 Allendale Fall Festival is being hosted by the Allendale Chamber of Commerce, a key organization dedicated to supporting local businesses and fostering economic development within the community; and

WHEREAS, food vendors are an essential component of the festival, providing diverse culinary offerings that enhance the experience for attendees; and

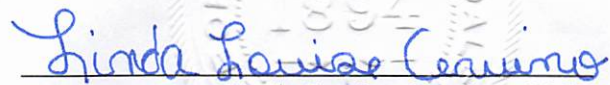
WHEREAS, the Borough of Allendale currently imposes a \$50 special events permit fee on food vendors participating in public events within the municipality; and

WHEREAS, the governing body of the Borough of Allendale recognizes the importance of supporting the Chamber of Commerce in its efforts to organize a successful festival and wishes to encourage maximum participation by waiving the special events permit fee for food vendors; and

WHEREAS, waiving this fee will promote greater participation from food vendors, benefiting the overall success of the Allendale Fall Festival and supporting the local economy;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Allendale, that the \$50 special events permit fee for food vendors participating in the Allendale Fall Festival on September 26, 2026, hosted by the Chamber of Commerce, is hereby waived.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on July 16, 2026.

  
Linda Louise Cervino, RMC  
Municipal Clerk

RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ

DATE: 07/16/2026

RESOLUTION# 26-178

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          |        |        | ✓   |    |         |        |
| Lovisollo        | ✓      |        | ✓   |    |         |        |
| Homan            |        | ✓      | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        |        |        | ✓   |    |         |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

- ☐ Carried  
☐ Defeated  
☐ Tabled  
☒ Approved on  
Consent Agenda

**RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE NEW  
JERSEY DEPARTMENT OF TRANSPORTATION'S FY27 MUNICIPAL AID PROGRAM**

WHEREAS, the New Jersey Department of Transportation has funds available for road projects through its FY27 Municipal Aid Program; and

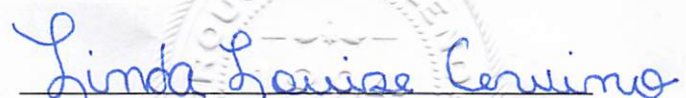
WHEREAS, this application would provide funding for improvements along and in the Borough of Allendale; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Borough Council of the Borough of Allendale formally approve the grant application for the above-stated project.

BE IT FURTHER RESOLVED, that the Mayor, Borough Administrator, and Borough Clerk are hereby authorized to submit an electronic grant application identified as "MA-2027-Ethel Avenue, Michele Court and Mead-00590" to the New Jersey Department of Transportation on behalf of the Borough of Allendale.

BE IT FURTHER RESOLVED, that the Mayor and Borough Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Allendale, and that their signature constitute acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on July 16, 2026.

  
Linda Louise Cervino, RMC  
Municipal Clerk



RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ

DATE: 07/16/2026

RESOLUTION# 26-179

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          |        |        | ✓   |    |         |        |
| Lovisolo         | ✓      |        | ✓   |    |         |        |
| Homan            |        | ✓      | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        |        |        | ✓   |    |         |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

- ☐ Carried  
☐ Defeated  
☐ Tabled  
☒ Approved on  
Consent Agenda

**RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE NEW JERSEY DEPARTMENT OF TRANSPORTATION'S FY27 SAFE STREETS TO TRANSIT PROGRAM**

WHEREAS, the New Jersey Department of Transportation has funds available for pedestrian safety projects located within 1 mile radius of a transit station through its FY27 Safe Streets to Transit Program; and

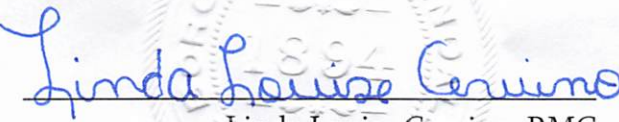
WHEREAS, this application would provide funding for improvements to Allendale Station Transit Lots 2 and 3 in the Borough of Allendale; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Borough Council of the Borough of Allendale formally approve the grant application for the above-stated project.

BE IT FURTHER RESOLVED, that the Mayor, Borough Administrator, and Borough Clerk are hereby authorized to submit an electronic grant application identified as "SST-2027-Allendale Station Transit Lots: Ped-00017" to the New Jersey Department of Transportation on behalf of the Borough of Allendale.

BE IT FURTHER RESOLVED, that the Mayor and Borough Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Allendale, and that their signature constitute acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on July 16, 2026.

  
Linda Louise Cervino, RMC  
Municipal Clerk



RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ

DATE: 07/16/2026

RESOLUTION# 26-180

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          |        |        | ✓   |    |         |        |
| Lovisolo         | ✓      |        | ✓   |    |         |        |
| Homan            |        | ✓      | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        |        |        | ✓   |    |         |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

- ☐ Carried  
☐ Defeated  
☐ Tabled  
☒ Approved on  
Consent Agenda

**REVIEW AND CERTIFICATION OF ANNUAL REPORT OF AUDIT FOR THE FISCAL  
YEAR ENDING DECEMBER 31, 2025**

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and,

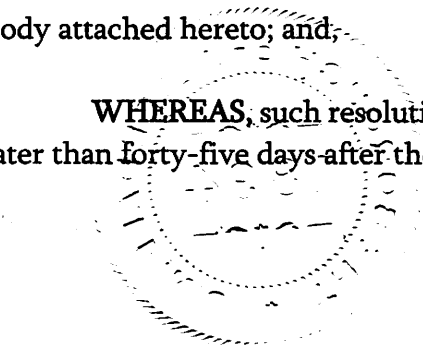
**WHEREAS**, the Annual Report of Audit for the year 2025 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

**WHEREAS**, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-334; and,

**WHEREAS**, the Local Finance Board has promulgated NJAC 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, at a minimum, the sections of the annual audit entitled "Comments and Recommendations"; and,

**WHEREAS**, the members of the governing body have personally reviewed at a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations", as evidenced by the group affidavit form of the governing body attached hereto; and,

**WHEREAS**, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to NJAC 5:30-6.5; and,



RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ

DATE: 07/16/2026

RESOLUTION# 26-180

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and,

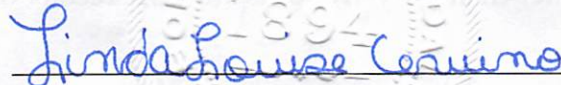
WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 – to wit:

R.S. 52:27BB-52 – “A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.”

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Allendale, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

---

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on July 16, 2026.



Linda Louise Cervino, RMC  
Municipal Clerk



RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ

DATE: 07/16/2026

RESOLUTION# 26-181

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          |        |        | ✓   |    |         |        |
| Lovisollo        | ✓      |        | ✓   |    |         |        |
| Homan            |        | ✓      | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        |        |        | ✓   |    |         |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

- ☐ Carried
- ☐ Defeated
- ☐ Tabled
- ☒ Approved on  
Consent Agenda

**APPROVAL OF CORRECTIVE ACTION PLAN –  
REPORT OF AUDIT FOR FISCAL YEAR ENDING DECEMBER 31, 2025**

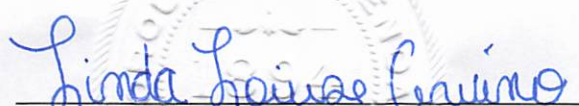
WHEREAS, the Division of Local Government Services requires the Chief Financial Officer to file a “Corrective Action Plan” outlining the actions to be taken relative to the findings and recommendations in the annual audit report; and

WHEREAS, the “Corrective Action Plan” shall be prepared by the Chief Financial Officer with the assistance of the departments affected by the audit finding and recommendations, and

WHEREAS, the Governing Body is required by resolution, to approve said “Corrective Action Plan” and shall be placed on file and made available for public inspection in the Office of the Municipal Clerk.

NOW, THEREFORE BE IT RESOLVED that the Governing Body of the Borough of Allendale hereby approves the “Corrective Action Plan” for the fiscal year 2025 Audit Report submitted by the Chief Financial Officer.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on July 16, 2026.

  
\_\_\_\_\_  
Linda Louise Cervino, RMC  
Municipal Clerk



BOROUGH OF ALLENDALE, NJ

CORRECTIVE ACTION PLAN REPORT

2025 AUDIT – YEAR ENDED DECEMBER 31, 2025

Finding/Condition No. 1\*

Audit indicated that tickets assigned to Police Officers are not being recalled when they are more than the six (6) month age limit.

Recommendation

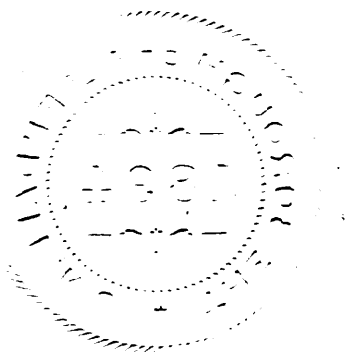
With respect to the municipal court, tickets assigned in excess of the six (6) months in age which have not been issued be recalled.

Explanation and  
Corrective Action

The Chief of Police will ensure that all unused tickets exceeding six (6) months in age be recalled by the assigned Police Officers.

Implementation Date

June 30, 2026



RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ

DATE: 07/16/2026

RESOLUTION# 26-182

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          |        |        | ✓   |    |         |        |
| Lovisolo         | ✓      |        | ✓   |    |         |        |
| Homan            |        | ✓      | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        |        |        | ✓   |    |         |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

- ☐ Carried
- ☐ Defeated
- ☐ Tabled
- ☒ Approved on  
Consent Agenda

**A RESOLUTION AUTHORIZING INCLUSION IN THE  
BERGEN COUNTY COMMUNITY DEVELOPMENT PROGRAM  
FOR FISCAL YEARS 2027, 2028 AND 2029**

**WHEREAS** certain Federal funds are potentially available to the County of Bergen under Title I of the Housing and Community Development Act of 1974, as amended; the HOME Investment Partnership Act of 1990, as amended; and the Emergency Solutions Grant of 2012; and

**WHEREAS** the current Interlocal Services Cooperative Agreement contains an automatic renewal clause to expedite the notification of the inclusion process; and

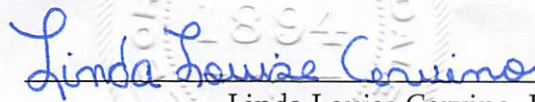
**WHEREAS** each Municipality must notify the Bergen County Division of Community Development of its intent to continue as a participant in the Urban County entitlement programs noted above; and

**WHEREAS** it is in the best interest of the Municipality of Allendale and its residents to participate in said Programs.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Municipality of Allendale hereby notifies the Bergen County Division of Community Development of its decision to be included as a participant Municipality in the Urban County entitlement programs being the Community Development Block Grant Program (CDBG), the HOME Investment Partnership Program (HOME), and the Emergency Solutions Grant Program (ESG) for the Fiscal Years 2027, 2028, and 2029 covering the period July 1, 2027 through June 30, 2030; and

**BE IT FURTHER RESOLVED** that an original copy of this resolution be made available to the Director of the Bergen County Division of Community Development as soon as possible and no later than **MONDAY, JULY 20, 2026**.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on July 16, 2026.

  
Linda Louise Cervino, RMC  
Municipal Clerk

RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ

DATE: 07/16/2026

RESOLUTION# 26-183

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          |        |        | ✓   |    |         |        |
| Lovisolio        | ✓      |        | ✓   |    |         |        |
| Homan            |        | ✓      | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        |        |        | ✓   |    |         |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

- ☐ Carried  
☐ Defeated  
☐ Tabled  
☒ Approved on  
Consent Agenda

**A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE COUNTY OF BERGEN TO SUPERSEDE THE COOPERATIVE AGREEMENT DATED JULY 1, 2024, AND AMENDMENTS THERETO ESTABLISHING THE BERGEN COUNTY COMMUNITY DEVELOPMENT PROGRAM FOR FISCAL YEARS 2027, 2028 AND 2029**

WHEREAS certain Federal funds are potentially available to the County of Bergen under Title I of the Housing and Community Development Act of 1974, as amended; the HOME Investment Partnership Act of 1990, as amended; and the Emergency Solutions Grant of 2012; and

WHEREAS it is necessary to supersede an existing Interlocal Services Cooperative Agreement for the County and its people to benefit from these Programs; and

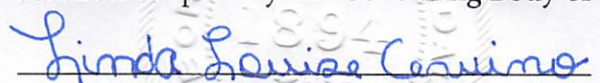
WHEREAS, an Agreement has been proposed under which the Municipality of Allendale and the County of Bergen in cooperation with other Municipalities, will modify an Interlocal Services Program pursuant to N.J.S.A. 40A:65-1 et seq.; and

WHEREAS it is in the best interest of the Municipality of Allendale to enter into such an Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Municipality of Allendale that the Agreement entitled "Three Year Cooperative Agreement" (an Agreement superseding the Cooperative Agreement dated July 1, 2024 – June 30, 2027) to clarify the planning and implementation procedures and to enable the Municipality to make a Three Year irrevocable commitment to participate in the Community Development Block Grant Program (CDBG), the Home Investment Partnership Program (HOME), and the Emergency Solutions Grant Program (ESG) for the Fiscal Years 2027, 2028, and 2029 covering the period July 1, 2027 through June 30, 2030, be executed by the Mayor and Municipal Clerk in accordance with the provisions of law; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately in accordance with law and that an original copy be made available to the Director of the Bergen County Division of Community Development as soon as possible and no later than MONDAY, JULY 20, 2026.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on July 16, 2026.

  
Linda Louise Cervino, RMC  
Municipal Clerk

RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ

DATE: 07/16/2026

RESOLUTION# 26-184

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          |        |        | ✓   |    |         |        |
| Lovisol          | ✓      |        | ✓   |    |         |        |
| Homan            |        | ✓      | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        |        |        | ✓   |    |         |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

- ☐ Carried  
☐ Defeated  
☐ Tabled  
☒ Approved on  
Consent Agenda

**RESOLUTION AUTHORIZING THE RESCHEDULED DATE  
FOR THE HOLIDAY OBSERVERS' 2026 JULY 4TH CELEBRATION**

WHEREAS, the Mayor and Council previously adopted a resolution authorizing the Holiday Observers' 2026 July 4th Celebration, including a fireworks display at Crestwood Lake on Saturday, July 4, 2026, with a rain date of Sunday, July 5, 2026; and

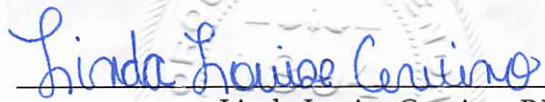
WHEREAS, due to inclement weather, the fireworks display and celebration could not be held on either the scheduled date or the designated rain date; and

WHEREAS, the Holiday Observers have requested approval to reschedule the fireworks display and celebration to Saturday, September 26, 2026, with a rain date of Sunday, September 27, 2026;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale that the Holiday Observers are hereby authorized to conduct the rescheduled fireworks display and celebration at Crestwood Lake commencing at dusk on Saturday, September 26, 2026, with a rain date of Sunday, September 27, 2026; and

BE IT FURTHER RESOLVED that all conditions contained in the original resolution shall remain in full force and effect, including the requirement for appropriate insurance coverage and receipt of all necessary permits and approvals from the Allendale Bureau of Fire Prevention.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on July 16, 2026.

  
\_\_\_\_\_  
Linda Louise Cervino, RMC  
Municipal Clerk



RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ

DATE: 07/16/2026

RESOLUTION# 26-185

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          |        |        | ✓   |    |         |        |
| Lovisolo         | ✓      |        | ✓   |    |         |        |
| Homan            |        | ✓      | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        |        |        |     |    | ✓       |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

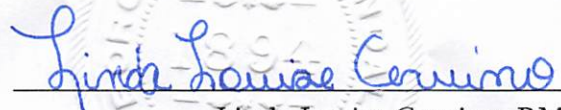
- ☐ Carried  
☐ Defeated  
☐ Tabled  
☒ Approved on  
Consent Agenda

APPROVAL OF JULY 16, 2026 LIST OF BILLS

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby approves the Bill List dated July 16, 2026 in the amounts of:

| Bill List Numbers            | July 16, 2026   |
|------------------------------|-----------------|
| Current Fund                 | \$ 4,219,921.13 |
| Payroll Account              | 428,982.91      |
| General Capital              | 205,500.22      |
| Animal Fund                  |                 |
| Grant Fund                   | 369.60          |
| COAH/Housing Trust           | 120.00          |
| Improvement & Beautification | 3,177.28        |
| Unemployment Fund            |                 |
| Trust Fund                   | 4,061.51        |
| Water Operating              |                 |
| Open Space                   |                 |
| <hr/>                        |                 |
| Total                        | \$ 4,862,132.65 |

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on July 16, 2026.

  
Linda Louise Cervino, RMC  
Municipal Clerk

RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ

DATE: 07/16/2026

RESOLUTION# 26-186

| Council          | Motion | Second | Yes | No | Abstain | Absent |
|------------------|--------|--------|-----|----|---------|--------|
| O'Connell        |        |        |     |    |         | ✓      |
| O'Toole          |        |        | ✓   |    |         |        |
| Lovisolo         | ✓      |        | ✓   |    |         |        |
| Homan            |        | ✓      | ✓   |    |         |        |
| Daloisio         |        |        |     |    |         | ✓      |
| Yaccarino        |        |        | ✓   |    |         |        |
| Mayor Wilczynski | -----  | -----  |     |    |         |        |

☐ Carried  
☐ Defeated  
☐ Tabled  
☒ Approved on  
Consent Agenda

**RESOLUTION AUTHORIZING A NON-FAIR AND OPEN PROFESSIONAL SERVICES AGREEMENT WITH BRIGHT VIEW ENGINEERING, LLC FOR PHASE I TRAFFIC ENGINEERING SERVICES – WEST CRESCENT AVENUE & BERESFORD ROAD CROSSWALK EVALUATION**

**WHEREAS**, the Borough of Allendale has determined that it is necessary to retain the services of a qualified traffic engineering consultant to evaluate traffic and pedestrian safety conditions at the intersection of West Crescent Avenue and Beresford Road; and

**WHEREAS**, Bright View Engineering, LLC has submitted a proposal dated July 15, 2026, to provide traffic engineering services, with the work divided into phases; and

**WHEREAS**, the Mayor and Council desire to authorize only **Phase I – West Crescent Avenue & Beresford Road Crosswalk Evaluation**, for a fee not to exceed **Fifteen Thousand Nine Hundred Fifty Dollars (\$15,950.00)**, as more particularly described in the proposal; and

**WHEREAS**, this contract is being awarded without competitive bidding as a professional services contract pursuant to N.J.S.A. 40A:11-5(1)(a); and

**WHEREAS**, this contract is being awarded as a **Non-Fair and Open Contract** pursuant to the provisions of N.J.S.A. 19:44A-20.5 et seq.; and

**WHEREAS**, Bright View Engineering, LLC has completed and submitted the required Business Entity Disclosure Certification and all other required political contribution disclosures and certifications in accordance with New Jersey Pay-to-Play laws prior to the award of this contract; and

**WHEREAS**, the Chief Financial Officer has certified that sufficient funds are available for this purpose.

RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ

DATE: 07/16/2026

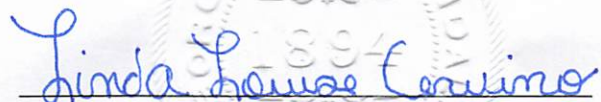
RESOLUTION# 26-186

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, as follows:

1. The Mayor and Borough Clerk are hereby authorized to execute a Professional Services Agreement with Bright View Engineering, LLC for Phase I – West Crescent Avenue & Beresford Road Crosswalk Evaluation, in accordance with the proposal dated July 15, 2026, for an amount not to exceed \$15,950.00.
2. Authorization is limited to Phase I only. Any additional phases or services, including but not limited to Phase II, shall require separate authorization by the Mayor and Council.
3. This contract is awarded without competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(a) as a professional services contract.
4. This contract is awarded as a Non-Fair and Open Contract pursuant to N.J.S.A. 19:44A-20.5 et seq.
5. The Borough Clerk is hereby directed to retain a copy of the contract, the proposal, the required Pay-to-Play certifications, and all supporting documents on file and to publish the required Notice of Award in accordance with applicable law.
6. This Resolution shall take effect immediately upon adoption.

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I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on July 16, 2026.



Linda Louise Cervino, RMC  
Municipal Clerk





**Bright View Engineering**  
*Moving you forward*

July 15, 2026

**VIA (E-MAIL)**

*amywilczynski@allendalenj.gov*

Mayor Amy Wilczynski  
Borough of Allendale  
500 West Crescent Avenue  
Allendale, NJ

**Re: Traffic Engineering Services Proposal  
White Crescent Avenue & Beresford Road and  
Park Avenue  
Borough Allendale, Bergen County, New Jersey  
260095**

Dear Ms. Wilczynski :

As requested, Bright View Engineering (BVE) is pleased to present this scope of services related to reviewing the traffic safety, pedestrian safety, and operating conditions at the intersection of White Crescent Avenue & Beresford Road and evaluation of operating conditions of Park Avenue and recommend safety and operational improvements as appropriate.

The following outlines our anticipated scope of services and is divided into four sections as follows:

- Section I – Scope of Services
- Section II – Business Terms and Conditions
- Section III – Technical Staff Hourly Rate Schedule and Reimbursable Expenses
- Section IV – Client Contract Authorization

The following scope of work has been separated into phases so that it can be more easily reviewed. The order in which the phases are presented generally follows the sequence in which the work will be accomplished.

15 Oak Road, Suite 4  
Fairfield, New Jersey 07004

C: (732) 236-7557 T: (973) 228-0999 F: (201) 753-3904  
BrightViewEngineering.com

P.O. Box 99  
Roseland, NJ 07068



## **SECTION I – SCOPE OF SERVICES**

### **PHASE 1: WEST CRESCENT AVENUE & BERESFORD ROAD CROSSWALK EVALUATION**

A Traffic Safety Analysis will be completed along the corridor of West Crescent Avenue, specifically at the intersection of West Crescent Avenue & Beresford Road to determine the most appropriate traffic safety recommendations.

To accomplish this, BVE will undertake the following tasks:

- TASK 1.** Conduct a field investigation to evaluate the existing roadway and intersection conditions within the study area, including horizontal and vertical sight distance, roadway geometry, traffic control devices, pavement markings, signing and striping, pedestrian accommodations, traffic operations, and any other existing conditions that may contribute to safety concerns.
- TASK 2.** Review and evaluate existing crash history based on information provided by the municipality's police department.
- TASK 3.** Prepare an interim Traffic Safety Report summarizing the field observations, crash analysis, and identified safety concerns, and provide interim traffic calming recommendations that can be implemented prior to the start of the school year to address immediate safety issues within the study area.
- TASK 4.** Once school is in session, conduct intersection turning movement counts at the intersection of West Crescent Avenue & Beresford Road on a typical weekday (*Tuesday, Wednesday, Thursday*) from 7:00 AM to 9:00 AM and from 2:00 PM to 6:00 PM. Count data will be collected using a traffic counting camera and sent to a third party for processing to obtain the required information. This will include vehicles by turning movement in 15-minute intervals, separated into light and heavy vehicles. Pedestrians (by crosswalk) and bicycles by movement will also be counted.
- TASK 5.** Conduct a Crossing Guard Study at the intersection of West Crescent Avenue and Beresford Road during the school arrival and dismissal periods. The study will evaluate pedestrian crossing activity, vehicular traffic, available sight distance, traffic operations, and roadway conditions to determine the need for crossing guard assistance in accordance with the New Jersey Crossing Guard Manual.



**TASK 6.** Conduct speed study along West Crescent Avenue within the vicinity of Beresford Road crosswalk on a typical weekday (*Tuesday, Wednesday, Thursday*). We shall obtain a minimum of 100 free flow data points in each direction. This will be used to determine the free flow speed and if any changes are appropriate.

**TASK 7.** Prepare a comprehensive Traffic Safety Report summarizing the field observations, crash history evaluation, traffic volume and speed study results, engineering analyses, identified safety concerns, and recommended short-term and long-term traffic safety improvements.

## **PHASE 2: PARK AVENUE EVALUATION**

A Traffic Safety Analysis will be completed along the corridor of Park Avenue between West Crescent Avenue and Brookside Avenue to evaluate existing operating conditions and provide traffic calming recommendations, as appropriate.

**TASK 1.** Conduct a field investigation to evaluate the existing roadway conditions within the study area, including horizontal and vertical sight distance, roadway geometry, traffic control devices, pavement markings, signing and striping, pedestrian accommodations, traffic operations, and any other existing conditions that may contribute to safety concerns.

**TASK 2.** Once school is in session, conduct intersection turning movement counts at the intersections detailed below on a typical weekday (*Tuesday, Wednesday, Thursday*) from 7:00 AM to 9:00 AM and from 2:00 PM to 6:00 PM. Count data will be collected using a traffic counting camera and sent to a third party for processing to obtain the required information. This will include vehicles by turning movement in 15-minute intervals, separated into light and heavy vehicles. Pedestrians (by crosswalk) and bicycles by movement will also be counted.

- a. West Crescent Avenue & Brookside Avenue
- b. West Crescent Avenue & Park Avenue
- c. Park Avenue & Brookside Avenue
- d. Park Avenue and Mallinson St

**TASK 3.** Prepare a comprehensive Traffic Safety Report summarizing the field observations, traffic volume results, engineering analyses, identified safety concerns, and recommended traffic safety improvements including recommendations to discourage using this street as a cut through street.



## MEETINGS AND ADDITIONAL SERVICES

ALL additional meetings (none are included above) and additional services requested by you will be billed at our standard rates as outlined in our Business Terms and Conditions. This includes preparation of additional access concepts and/or analysis and the development of additional reports if required.

Attendance at Planning/Zoning Board meetings and other public meetings where expert testimony is required will be billed in accordance with the Schedule of Hourly Rates in effect at the time the meetings are held. Attendance at agency and project coordination meetings will be billed in accordance with the Schedule of Hourly Rates in effect at the time the meetings are held. Colored renderings, if requested for Board presentation, and meeting preparation time will be billed on an hourly basis.

## SCHEDULE OF FEES

The Fee Proposal includes all of the tasks outlined in the Scope of Services. Based upon the foregoing scope of services and assumption that all services will be awarded for each task as one contract, we offer the following Fee. As you know, we can only estimate the effort needed for this project. If any task should take significantly longer than estimated to perform the services, or if unforeseen conditions occur, we may require additional compensation.

|                                                                             |                 |
|-----------------------------------------------------------------------------|-----------------|
| <b>PHASE 1 – White Crescent Avenue &amp; Beresford Crosswalk Evaluation</b> | <b>\$15,950</b> |
| <b>PHASE 2 – Park Avenue Evaluation</b>                                     | <b>\$14,400</b> |
| <b>MEETINGS</b>                                                             | <b>T&amp;M</b>  |

The fees above include the completion of services as outlined in the scope of services. Bright View Engineering reserves the right to modify this proposal based upon final acceptance of your office.

This Scope of Service is subject to the terms, conditions and exclusions as noted herein. Hourly Rates and reproduction costs will be in accordance with the attached Schedule of Hourly Rates and fees. If extra services become necessary then Bright View Engineering may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees with regard to the extra service.



## EXCLUSIONS AND UNDERSTANDINGS

Services relating to the following items are not anticipated for the project or cannot be quantified at this time. Therefore, any service associated with the following items is specifically excluded from the scope of professional services within this agreement:

- Services not specifically outlined above in Section I;
- Additional data collection, traffic counts, etc;
- Police Traffic Control
- Concept Plan
- Exhibits
- Traffic Control Plans
- Survey, Base maps, site plans, drainage calculations
- Comment Response or Comment Resolution
- Meetings;
- All out-of-pocket expenses including, but not limited to, application fees, permit fees laboratory testing costs, mylar copies, certified mailings, photographs, blueprints, and special deliveries will be charged at cost and passed on to you for payment.

If an item listed herein, or otherwise not specifically mentioned within this agreement, is deemed necessary Bright View may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees with regard to the extra services.



## **SECTION II – BUSINESS TERMS AND CONDITIONS**

Bright View Engineering LLC agrees to provide professional services under the following terms and conditions:

The term Client referenced herein is the person, persons, corporation, partnership, or organization referenced in the proposal between Bright View Engineering LLC and said Client.

### **1.0 SCOPE OF SERVICES:**

Services not set forth in the Scope of Services, are excluded from the Scope of Services, and Bright View Engineering LLC will assume no responsibility to perform such services under the base contract. In situations where a written contract is not executed or where additional services becomes necessary during the course of the project, Bright View Engineering LLC may provide such services using our Technical Staff Hourly Rate Schedule in effect at the time of services. The hourly rates listed in our Technical Staff Hourly Rate Schedule are adjusted semi-annually and the Client shall be billed at the rates that are in effect at the time of service.

Since there are substantial costs to stop and restart a project once it is underway, should a project's progress be halted at any time by the client, for any reason, Bright View Engineering LLC reserves the right to charge a restart fee and/or to renegotiate the remaining fees within the contract.

These Business Terms and Conditions are applicable for any additional professional services rendered for this project including, but not limited to, change orders, client service authorization forms, etc.

### **2.0 STANDARD OF CARE:**

In performing services, we agree to exercise professional judgment, made on the basis of the information available to us, and to use the same degree of care and skill ordinarily exercised in similar circumstances and conditions by reputable consultants performing comparable services in the same locality. This standard of care shall be judged as of the time the services are rendered, and not according to later standards. Reasonable people may disagree on matters involving professional judgment and, accordingly, a difference of opinion on a question of professional judgment shall not excuse a Client from paying for services rendered. NO OTHER REPRESENTATION OR WARRANTY, EXPRESSED OR IMPLIED, IS MADE.

### **3.0 INVOICES:**

Bright View Engineering LLC bills its Clients on a monthly basis using a standard invoice format. This format provides for a description of services performed and a summary of professional fees, expenses, and other charges. For more detailed invoicing requests, Bright View Engineering LLC reserves the right to charge for invoice preparation time by staff members. Monthly invoices will be submitted based upon percentage of services completed and reimbursable expenses. Any comments or discrepancies, relative to invoices shall be submitted in writing within fourteen (14) days or the account will be considered correct.

For professional services billed on an hourly basis, Bright View Engineering LLC reserves the right to invoice all overtime services performed by our employees using our Technical Staff Hourly Rate Schedule in effect at the time of services at ONE AND ONE-HALF TIMES our standard hourly rate for those employees.

Expenses incurred for services, equipment, and facilities not furnished by Bright View Engineering LLC are charged to the Client at cost plus an up charge not to exceed 15 percent of the invoice for said services.

Client shall pay Bright View Engineering LLC for reimbursable expenses, including, but not limited to, application fees, printing and reproduction, courier and express delivery service, special/overnight mailings, facsimile transmissions, specialized equipment and laboratory charges, and costs of acquiring materials specifically for the Client. Reimbursable charges will be added to each monthly invoice and are part of Client's responsibility.

### **4.0 PAYMENT:**

Bright View Engineering LLC bills are payable in full UPON RECEIPT and **payment is expected within thirty (30) days**. We reserve the right to assess a late charge of 1.5 percent per month for any amounts not paid within 45 days of the billing date. In the event payment is not made according to the terms and conditions herein, the matter may proceed to a collections agency or to an attorney for collection. Client shall be responsible for fees charged by the collections agency and/or attorney's fees incurred to collect the monies owed. Should the matter proceed to court, client shall also be responsible for court costs.

In addition, where payment is not received in accordance with the terms of this contract, Bright View Engineering LLC reserves the right to withdraw any applications too federal, state, or local regulatory agencies / boards filed on behalf of the client with the understanding that these applications are the property of Bright View Engineering LLC. Bright View Engineering LLC will provide you with written notification two (2) weeks prior to taking any action to withdraw an application submitted on behalf of the client. If payment of all outstanding invoices is not received within two (2) weeks of receipt of this letter, Bright View Engineering LLC will withdraw all pending applications for the project.

### **5.0 RETAINER:**

Bright View Engineering LLC reserves the right to request a retainer from the Client prior to the commencement of services on a project. While retainers are collected prior to the start of a project, the retainer is held to the end of the project and will be applied to the final invoices. Retainers are not applied to the beginning of the project.

### **6.0 RIGHT OF ENTRY/JOBSITE:**

Client will provide for right of entry for Bright View Engineering LLC personnel and equipment necessary to complete our services. While Bright View Engineering LLC will take all reasonable precautions to minimize any damage to the property, it is understood by the Client that in the normal course of our services some damage may occur, the correction of which is not part of this Agreement.

Client shall furnish or cause to be furnished to Bright View Engineering LLC all documents and information known to the Client that relate to the identity, location, quantity, nature, or characteristics of any hazardous or toxic substances at, on, or under the site. In addition, the Client will furnish or cause to be furnished such other information on surface and subsurface site conditions required by Bright View Engineering LLC for proper performance of its services. Bright View Engineering LLC shall be entitled to rely on the accuracy and completeness of Client provided documents and information in performing the services required under this Agreement and Bright View Engineering LLC assumes no responsibility or liability for their accuracy or completeness.

Bright View Engineering LLC will not direct, supervise, or control the work of Client's contractors or their subcontractors. Bright View Engineering LLC shall not have authority over or responsibility for the construction means, methods, techniques, sequences, or procedures and Bright View Engineering LLC's services will not include a review or evaluation of the contractors (or subcontractor's) safety precautions, programs, or measures.



Bright View Engineering LLC shall be responsible only for its activities and that of its employees on any site. Neither the professional activities nor the presence of Bright View Engineering LLC or its employees or subcontractors on a site shall imply that Bright View Engineering LLC controls the operations of others, nor shall this be construed to be an acceptance by Bright View Engineering LLC of any responsibility for jobsite safety.

**7.0 UTILITIES:**

In the execution of our services, Bright View Engineering LLC will take reasonable precautions in accordance with the professional standard of care to avoid damage or injury to subterranean structures or utilities. The Client agrees to hold Bright View Engineering LLC harmless and defend and indemnify Bright View Engineering LLC for any claims or damages to subterranean structures or utilities, which have not been marked-out under the One-Call system or are not shown or are incorrectly shown on the plans furnished.

**8.0 TERMINATION OR SUSPENSION OF SERVICES:**

Should Client fail to make payments when due or is otherwise in material breach of this Agreement, Bright View Engineering LLC at their election may suspend services at any time after PROVIDING WRITTEN NOTICE TO THE CLIENT until payments are brought current. Bright View Engineering LLC shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension and the Client agrees to indemnify and hold Bright View Engineering LLC harmless from any claim or liability resulting from such suspension.

This Agreement may be terminated by either party upon seven (7) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof. Such termination shall not be effective if that substantial failure has been remedied before expiration of the period specified in the written notice. In the event of termination, Bright View Engineering LLC shall be paid for service performed to the termination notice date plus reasonable termination expenses. In the event of termination, or suspension for more than three (3) months, prior to completion of all services contemplated by the Agreement, Bright View Engineering LLC may complete such analyses and records as are necessary to complete its files and may also complete a report on the services performed to the date of notice of termination or suspension. The expenses of termination or suspension shall include all direct costs of Bright View Engineering LLC in completing such analyses, records, and reports.

**9.0 SUBCONTRACTORS:**

Bright View Engineering LLC prefers that its Clients directly retain other contractors whose services are required in connection with field services for a project (e.g., drillers, analytical laboratories, transporters, etc.), except in unusual circumstances. As a service, we will advise Clients with respect to selecting other such contractors and will assist Clients in coordinating and monitoring their performance. In no event will we assume any liability or responsibility for the work performed by other contractors, or for their failure to perform any work, regardless of whether we hire them directly as subcontractors, or only coordinate and monitor their work. When Bright View Engineering LLC does engage a subcontractor on behalf of the Client, the expenses incurred, including rental of special equipment necessary for the work, will be billed as they are incurred, at cost plus an up-charge not to exceed 20 percent of the invoice. By engaging us to perform services, you agree to defend, indemnify, and hold Bright View Engineering LLC its directors, officers, employees, and other agents harmless from and against any and all claims, losses, liabilities, damages, demands, costs, or judgments arising out of or relating in any way to the performance or non-performance of work by another contractor or subcontractor. In addition, Client agrees to pursue recovery of and assert any claims based upon its loss, expenses and/or damages solely and directly against those contractors or subcontractors. In consideration of such indemnity and waiver, Bright View Engineering LLC agrees to assign its rights and/or claims against those contractors or subcontractors pursuant to the contractors' or subcontractors' agreements with Bright View Engineering LLC to the Client.

**10.0 AGREED REMEDY:**

Bright View Engineering LLC shall be liable to the Client only for direct damages to the extent caused by Bright View Engineering LLC's negligence in the performance of its services. UNDER NO CIRCUMSTANCES SHALL BRIGHT VIEW ENGINEERING LLC BE LIABLE FOR INDIRECT, CONSEQUENTIAL, PUNITIVE, SPECIAL, OR EXEMPLARY DAMAGES, OR FOR DAMAGES CAUSED BY THE CLIENT'S FAILURE TO PERFORM ITS OBLIGATIONS. With regard to services involving hazardous substances, Bright View Engineering LLC has neither created nor contributed to the creation or existence of any actually or potentially hazardous, radioactive, toxic, or otherwise dangerous substance or condition at any site, and its compensation is in no way commensurate with the potential liability that may be associated with a substance or site.

To the fullest extent permitted by law, the total liability, in the aggregate, of Bright View Engineering LLC and Bright View Engineering LLC's officers, directors, employees, agents and consultants to Client and anyone claiming by, through or under Client, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of in any way related to Bright View Engineering LLC's services, the Project or this Agreement, from any cause or causes whatsoever, including but not limited to, negligence, strict liability, breach of contract or breach of warranty shall not exceed the total compensation received by Bright View Engineering LLC under this Agreement, not including reimbursable expenses and any sub consultant fees rendered on the project.

It is intended by the parties to this Agreement that Bright View Engineering LLC's services in connection with the project shall not subject Bright View Engineering LLC's individual employees, officers, or directors to any personal legal exposure for the risks associated with this project. Therefore, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against Bright View Engineering LLC, a New Jersey corporation, and not against any of Bright View Engineering LLC's employees, officers, or directors.

**11.0 LIABILITY TO THIRD PARTIES:**

The Client agrees to be solely responsible for, and to defend, indemnify, and hold Bright View Engineering LLC harmless from any and all liabilities, claims, damages and costs (including reasonable attorney's fees and defense costs) by third parties arising out of, or in any way related to, our performance or non-performance of services, except claims for personal injury, death, or personal property damage to the extent caused by the sole negligence, gross negligence or willful misconduct of employees of Bright View Engineering LLC

**12.0 INDEMNIFICATION:**

Bright View Engineering LLC shall maintain, at its own expense, Workers Compensation Insurance, Comprehensive General Liability Insurance, and Professional Liability Insurance at all times and will, upon request, furnish insurance certificates to the Client.

To the fullest extent permitted by law, Client shall indemnify, defend and hold harmless Bright View Engineering LLC and its agents, officers, directors and employees, subcontracts or consultants (herein for the remainder of this section collectively referred to as Bright View Engineering LLC) from and against all claims, damages, losses and expenses, whether direct, indirect or consequential or punitive, including but not limited to fees and charges of attorneys and court and arbitration costs, arising out of or resulting from the services of Bright View Engineering LLC or any claims against Bright View Engineering LLC arising from the acts, omissions or work of others,

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unless it is proven in a court of competent jurisdiction that Bright View Engineering LLC is guilty of negligence, gross negligence, or willful misconduct in connection with the services and such negligence, gross negligence, or willful misconduct was the sole cause of the damages, claims, and liabilities.

Client agrees to defend, indemnify and hold harmless Bright View Engineering LLC from and against all claims, damages, losses and expenses, direct or indirect, and consequential damages, including but not limited to fees and charges of attorneys and court, and arbitration costs, brought by any person or entity, or claims against Bright View Engineering LLC which arise out of, are related to, or are based upon, the actual or threatened dispersal, discharge, escape, release, or saturation of smoke, vapors, soot, fumes, acids, alkalis, toxic chemical, radioactive materials, liquids, gases, or any other material, upon it or into the surface or subsurface soil, water or watercourse, objects, or any tangible or intangible matter.

To the fullest extent permitted by law, such indemnification shall apply regardless of the fault, negligence breach of warranty or contract, or strict liability of Bright View Engineering LLC. This indemnification shall not apply to claims, damages, losses, or expenses which are determined by a court of competent jurisdiction to be the sole result of negligence or willful misconduct by Bright View Engineering LLC of obligations under this Agreement.

#### **13.0 ASSIGNS:**

The Client may not delegate, assign, sublet, or transfer his duties or interest in the Agreement without written consent of Bright View Engineering LLC. Bright View Engineering LLC shall not, in connection with any such assignment by the Client, be required to execute any documents that in any way might, in the sole judgment of Bright View Engineering LLC, increase Bright View Engineering LLC's contractual or legal obligations or risks, or the availability or costs of its professional or general liability insurance.

The Agreement shall not create any rights or benefits to parties other than the Client and Bright View Engineering LLC, and nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Client or Bright View Engineering LLC. Bright View Engineering LLC's services hereunder are being performed solely for the benefit of the Client, and no other entity shall have any claim against Bright View Engineering LLC because of this Agreement of Bright View Engineering LLC's performance or nonperformance of services hereunder.

#### **14.0 OWNERSHIP AND RESTRICTION ON REUSE OF DOCUMENTS:**

All drawings, calculations, reports, plans, specifications, computer files, field data, notes, and other documents and instruments ("Documents") prepared by Bright View Engineering LLC are and remain the property of Bright View Engineering LLC as instruments of service. The Documents may not be copied by the Client or others on extensions of this project or on any other project. The Client agrees not to use Bright View Engineering LLC's Documents for marketing purposes, for projects other than the project for which the Documents were prepared by Bright View Engineering LLC, or for future modifications to this project, without Bright View Engineering LLC's express written permission. Any reuse or distribution to third parties without such express written permission or project-specific adaptation by Bright View Engineering LLC will be at the Client's sole risk and without liability to Bright View Engineering LLC or its employees, subsidiaries, independent professional associates, sub consultants, and subcontractors. The Client shall, to the fullest extent permitted by law, indemnify, defend, and hold harmless Bright View Engineering LLC from and against any and all expenses, fees, demands, liabilities, suits, actions, claims, damages, or losses including attorneys' fees and costs, arising out of, or resulting from such unauthorized distribution or reuse of Documents.

Computer files are not considered part of deliverables unless specifically requested or required by the signed contract. If computer files are required, Bright View Engineering LLC shall provide Client files subject to the following conditions:

The Client must execute our standard Electronic Media Release form prior to any distribution of files. The Client recognizes that data, plans, specifications, reports, documents, or other information recorded on or transmitted as electronic media are subject to undetectable alteration, either intentional or unintentional due to, among other causes, transmission, conversion, media degradation, software error, or human alteration. Accordingly, it is understood that electronic files provided to the Client are for informational purposes only and are not intended as an end-product. Bright View Engineering LLC makes no representation of any warranties, either expressed or implied, regarding the fitness or suitability of the electronic documents. Accordingly, the Client agrees to waive any and all claims against Bright View Engineering LLC and Bright View Engineering LLC's consultants relating in any way to the unauthorized use, reuse, or alteration of the electronic documents. Any unlicensed use or reuse of the documents without our written consent will constitute a violation of our copyright. Only original plans and reports of the most recent date bearing the signature and the embossed seal of the professional will be considered documents of record.

Bright View Engineering LLC shall maintain in its storage facility, samples collected as part of their services provided for a period of three (3) months after issuance of final reports. After the three (3) month time limit, all samples will be disposed of in accordance with appropriate regulations at the time. Extended storage of samples can be arranged at an additional cost to be established on a project-by-project basis.

#### **15.0 GENERAL CONDITIONS:**

Bright View Engineering LLC shall not be responsible for the delays caused by factors beyond its reasonable control, including but not limited to delay due to accidents, an act of God, fire, hurricane, flood, explosions, strike, boycott or other labor dispute, failure of the Client to furnish timely information or approve or disapprove of Bright View Engineering LLC's services or work product, delays caused by faulty performance by the Client or contractors of any level, or by acts of Government, which, in the opinion of Bright View Engineering LLC, could not have been reasonably foreseen and provided for, such delay will entitle Bright View Engineering LLC to an extension of time in performing its Services. If there is any increase in the total cost of providing Services by reason of any such delay, Bright View Engineering LLC will notify Client of particulars, and Client will pay for such increase. When such delays beyond Bright View Engineering LLC's reasonable control occur, the Client agrees that Bright View Engineering LLC shall not be responsible for damages, nor shall Bright View Engineering LLC be deemed in default of this Agreement.

The fees quoted in this proposal assume that upon authorization, this project will commence through to completion without a stop work order from the Client. Should a stop work order be received from the Client before completion of the project or any task, additional fees may be required to restart the project.

#### **16.0 ENTIRE AGREEMENT:**

This Agreement comprises the final and complete Agreement between the Client and Bright View Engineering LLC. It supersedes all prior or contemporaneous communications, representations, or Agreements, whether oral or written, relating to the subject matter of this Agreement. Execution of this Agreement signifies that each party has read the document thoroughly, has had the opportunity to have questions explained by independent counsel and is satisfied with the terms and conditions contained herein. Amendments to this Agreement shall not be binding unless made in writing and signed by both the Client and Bright View Engineering LLC. To the extent Client provides its own Agreement and that Agreement conflicts with or is silent with respect to any term or condition expressed herein, these conditions shall prevail and shall be binding upon the parties.

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### **SECTION III – 2026 RATE SCHEDULE**

#### **TECHNICAL STAFF RATES**

| <b>BILLING TITLES</b>              | <b>HOURLY RATES</b> |
|------------------------------------|---------------------|
| Principal.....                     | 195.00              |
| Senior Technical Director .....    | 195.00              |
| Senior Project Professional .....  | 185.00              |
| Senior Project Manager.....        | 180.00              |
| Project Professional.....          | 175.00              |
| Technical Director .....           | 170.00              |
| Project Manager.....               | 170.00              |
| Senior Project Specialist .....    | 165.00              |
| Senior Technical Professional..... | 160.00              |
| Project Specialist .....           | 160.00              |
| Senior Technical Specialist .....  | 155.00              |
| Technical Professional.....        | 150.00              |
| Senior Specialist .....            | 145.00              |
| Technical Specialist.....          | 145.00              |
| Specialist.....                    | 130.00              |
| Senior Data Technician.....        | 115.00              |
| Senior Technical Assistant.....    | 105.00              |
| Technical Assistant .....          | 95.00               |
| Data / Field Technician.....       | 85.00               |
| Survey Crew – 2 Man.....           | 200.00              |
| Survey Crew – 1 Man.....           | 160.00              |
| Expert .....                       | 300.00              |
| Sr. LSRP .....                     | 255.00              |
| LSRP .....                         | 210.00              |

#### **REIMBURSABLE EXPENSES**

|                                               |                  |
|-----------------------------------------------|------------------|
| General Expenses .....                        | Cost + 15%       |
| Travel (Hotel, Airfare, Meals) .....          | Cost + 15%       |
| Sub-Consultants/Sub-Contractors.....          | Cost + 15%       |
| Mileage Reimbursement* .....                  | 0.725 / Per Mile |
| Plotting .....                                | 3.50 / Each      |
| Computer Mylars / Color Plots.....            | 45.00 / Each     |
| Photo Copies .....                            | 0.25 / Each      |
| Color Photo Copies .....                      | 1.50 / Each      |
| Document Binding .....                        | 3.00 / Each      |
| Compact Disk CD/DVD.....                      | 75.00 / Each     |
| Exhibit Lamination (24" x 36" or larger)..... | 50.00 / Each     |

\* Mileage reimbursement subject to change based upon IRS standard mileage rate.

**RATES ARE EFFECTIVE THROUGH DECEMBER 31, 2026**



#### **SECTION IV – CLIENT CONTRACT AUTHORIZATION**

I hereby declare that I am duly authorized to sign binding contractual documents. I also declare that I have read, understand, and accept this contract.

  
Signature

7/16/2026  
Date

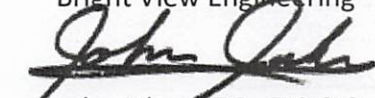
Amy Twilczynski  
Printed Name

Mayor  
Title

If you find this proposal acceptable, **please sign where indicated above in Section IV, return one signed copy to this office** as a formal notice-to-proceed. Invoices are due within 30 days. This proposal is valid until July 31, 2026.

We very much appreciate the opportunity of submitting this proposal and look forward to performing these services for you.

Very truly yours,  
Bright View Engineering

  
John Jahr, P.T.P., T.S.O.S.  
Principal  
732-236-7557

JJJ/as

<https://bvengr.sharepoint.com/sites/bvengr/proj/260095-Allendale-W-Crescent/1-Proposals/260095-Allendale-Prop1.docx>