



BOROUGH OF MENDHAM
MEETING OF THE MAYOR AND COUNCIL
December 10, 2025, 8:00 PM
MINUTES

1. CALL TO ORDER

Mayor Kelly called the December 10, 2025, Regular Meeting of the Mayor and Council to Order at 7:00 pm in the Garabrant Center, Wilson Street, Mendham, New Jersey.

2. MOMENT OF SILENCE AND FLAG SALUTE

Mayor Kelly led a moment of silence and proceeded with the Pledge of Allegiance.

3. MAYOR'S OPENING STATEMENT

Mayor Kelly stated that Notice of this meeting of the Mayor and Council of the Borough of Mendham was published in the Daily Record and Star Ledger, posted in the Phoenix House, and was filed in the Office of the Borough Clerk in accordance with the Open Public Meetings Act. Official action will be taken at this meeting.

4. ROLL CALL

Present:

Mayor, James Kelly
Council President Neil Sullivan
Council Member Matthew Bruin
Council Member Alexandra Henry Traut
Council Member Will Russo

Also, present were:

Fred Semrau, Dorsey & Semrau, LLC
Joyce Bushman, Administrator
Lauren McBride, Borough Clerk

Not Present:

Council Member Marilyn Althoff
Council Member Bruce LaFera

5. CONSENT AGENDA ITEMS (*Items considered routine, Council will act on by a single motion and vote unless a member request that an item be removed and considered separately*)

Items on the Consent Agenda are considered routine and will be acted upon by the Borough Council by a single vote unless a member of the Governing Body requests that an item be removed and considered separately.

A. Minutes

1. November 19, 2025

B. PEDDLERS AND SOLICITOR LICENSE APPLICATION

1. Jermey Keltt, Renewal by Andersen
2. Patrick Nwabunie, Jr., Renewal by Andersen
3. John Bordes, Renewal by Andersen
4. Oseremhen Prince Ugbenin, Renewal by Andersen
5. John McGinley, Renewal by Andersen
6. Blas Deven Suardy, Renewal by Andersen
7. Peter Xu, Renewal by Andersen
8. Aiden Hackett, Renewal by Andersen
9. Joshua Toohy, Renewal by Andersen
10. Dale Pettaway, Renewal by Andersen

C. BLUE LIGHT PERMIT

1. Barbara Nelson, Mendham First Aid Squad

Motion to Approve: Council Member Russo

Second: Council Member Henry Traut

Ayes: Bruin (recused from the 11/19/25 minutes, Henry Traut, Russo, Sullivan

Nays: None

6. ORDINANCE FOR ADOPTION AND PUBLIC HEARING

#14-2025 AN ORDINANCE OF THE BOROUGH OF MENDHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, AMENDING CHAPTER 206 OF THE BOROUGH CODE TO MODIFY TRAFFIC RESTRICTIONS ON DRAKE ROAD DURING SCHOOL HOURS

WHEREAS, the Borough of Mendham Officer in Charge has recommended amending the Borough Code to clarify traffic restrictions on Drake Road during school hours; and

WHEREAS, Borough Council's Public Safety Committee has reviewed and recommended the proposed code changes; and

WHEREAS, the Borough Attorney has reviewed the proposed changes; and

WHEREAS, the Mayor and Borough Council wish to adopt the proposed changes and amend the Borough Code.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Borough Council of the Borough of Mendham, in the County of Morris, State of New Jersey, as follows:

SECTION 1. Part II, General Legislation, Chapter 206, Vehicles and Traffic, Article XIV, Schedules, § 206-49, Schedule VII: One-Way Streets, of the Borough Code is hereby amended to remove

language regarding Drake Road, including name of street, direction, hours and limits:

SECTION 2. Part II, General Legislation, Chapter 206, Vehicles and Traffic, Article XIV, Schedules, § 206-50, Schedule VIII: Through Streets, of the Borough Code is hereby amended to modify language regarding Drake Road to read as follows.

Drake Road	West From West Morris Mendham High School Parking lot easterly for a distance of 48 feet, from the ours of 6 a.m. to 8 a.m. and 2 p.m. to 6 p.m. on August 1 through June 30, which limits may be modified by the Borough Police Chief or designee as deemed necessary for health, safety and welfare reasons, including inclement weather, delayed school openings or early closures, and other traffic-related issues.
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SECTION 3. All articles, sections, paragraphs, subsections, clauses, or other provisions of the Mendham Borough Code inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 4. If any section, subsection, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by any court of competent jurisdiction, such adjudication shall apply only to those the portions held unconstitutional and/or invalid shall be deemed severed, and such decision shall not affect the remaining portion of this Ordinance; and the remainder of this Ordinance shall be deemed valid and effective.

SECTION 5. This Ordinance may be renumbered for purposes of codification.

SECTION 6. This Ordinance shall take effect immediately upon final passage and publication in the manner according to law.

INTRODUCED: 11/5/2025

Public Hearing: Mayor Kelly opened the public hearing; No one from the public was interested in speaking.

After the public hearing was closed, the Borough Council will consider Ordinance #14-2025 for final passage and adoption.

Motion to Approve: Council Member Bruin
Second: Council President Sullivan
Ayes: Bruin, Henry Traut, Russo, Sullivan
Nays: None

#15-2025 ORDINANCE OF THE BOROUGH OF MENDHAM, COUNTY OF MORRIS, AND STATE OF NEW JERSEY, AMENDING CHAPTER 140, PUBLIC PARKING LOTS,

TO ADD NAMES TO PARKING LOTS AND TO CLARIFY CERTAIN LANGUAGE

WHEREAS, Chapter 140 of the Borough of Mendham Code sets forth regulations regarding public parking lots in the Borough; and

WHEREAS, the Borough desires to assign names to the numbered lots to improve identification and to make other clarifying language amendments; and

WHEREAS, the proposed amendments were reviewed by the Public Safety Committee, which recommends amending the Borough Code to incorporate them; and

WHEREAS, the Mayor and Borough Council desire to endorse and authorize the recommended amendments to the Code.

BE IT RESOLVED by the Mayor and Council of the Borough of Mendham, County of Morris, and State of New Jersey, as follows:

SECTION 1. Chapter 140, Parking Lots, Public, §§ 140-1 to -3 of the Borough Code are hereby amended to read as follows:

§ 140-1. Parking areas designated.

For purposes of this chapter, the public parking areas described below shall be designated by number and name in the manner set forth below:

- A. Lot No. 1 – Phoenix House: the parking area located westerly of the Phoenix House and easterly of the Bowers Building.
- B. Lot No. 2 - Bowers Building: the parking area adjacent to and located to the rear (southerly) of the Bowers Building.
- C. Lot No. 3 – Hilltop Road: the parking area located adjacent to 6 Hilltop Road and to the rear (southerly) of St. Mark's Church.
- D. Lot No. 4 – Firehouse: the parking area surrounding the Borough Firehouse.
- E. Lot No. 5 – Police Station: the parking area adjacent to the Borough Police Station.
- F. Lot No. 6 – Borough Park and Arboretum: the parking area located to the rear (northerly) of the building situate on Lot 3 in Block 3A, known as "6 East Main Street."
- G. Lot No. 7 – Ward Sands North: the existing parking area in the northerly section of the Ward Sands Parking Lot and designated as Block 0601, Lot 16.
- H. Lot No. 8 – Botti Fields: the existing parking area along the westerly side of Botti Fields.

§ 140-2. Parking regulations.

Parking of vehicles by the general public in Lot Nos. 1, 2, 3, 4, 5, 6, 7 and 8 as described in § 140-1 of this chapter shall be permitted only in spaces designated by lines painted on the pavement in each lot. No parking shall be permitted at any time in any of the entrance and exit driveways to and from any of the lots. Parking in any lot shall be further subject

to and in accordance with the regulations and limitations hereinafter set forth below:

A. Lot No. 1. – Phoenix House

- (1) No vehicle shall be parked in this parking lot between the hours of 2:00 a.m. and 6:00 a.m.
- (2) During the hours between 8:00 a.m. and 9:00 p.m., no vehicle shall be parked for more than three continuous hours.
- (3) During the hours from 8:00 a.m. through 5:00 p.m., Monday through Friday no vehicle, except those of elected or appointed Borough officials or employees, shall be parked in any of the nine spaces which shall be clearly marked "Reserved for Borough Personnel, 8:00 a.m. through 5:00 p.m. except weekends and holidays."
- (4) The parking space closest to the northeasterly corner of the Bowers Building shall be used only by persons having special vehicle identification cards duly issued by the New Jersey Division of Motor Vehicles pursuant to N.J.S.A. 39:4-205 when using a vehicle on which is displayed a certificate duly issued pursuant to N.J.S.A. 39:4-206.

B. Lot No. 2. – Bowers Building

- (1) No vehicle shall be parked in this parking lot between the hours of 2:00 a.m. and 6:00 a.m.
- (2) During the hours between 8:00 a.m. and 9:00 p.m., no vehicle shall be parked for more than three continuous hours.
- (3) During the hours from 8:00 a.m. through 5:00 p.m., Monday through Friday, no vehicle, except those of elected or appointed Borough officials or employees, shall be parked in any of the six southernmost spaces, which spaces shall be clearly marked "Reserved for Borough Personnel."
- (4) The driveways connecting this parking lot to West Main Street shall be limited to one-way traffic; the westernmost driveway shall be used to enter the lot, and the easternmost driveway shall be used to exit the lot.

C. Lot No. 3. – Hilltop Road

- (1) No vehicle shall be parked for more than 24 continuous hours.
- (2) The driveway connecting this parking lot shall be in the right-of-way from Hilltop School and 6 Hilltop Road (Block 1501 Lot 41).

D. Lot No. 4. - Firehouse

- (1) The driveway connecting this parking lot to East Main Street shall be limited to one-way traffic; the easternmost lane shall be used to enter the lot, and the westernmost lane shall be used to exit the lot.
- (2) The five spaces on the easternmost side of the lot, the 14 spaces along the southernmost side of the lot and the six spaces on the southwesterly corner of the

firehouse, excluding the two spots as specifically identified in Subsection D(4) below, as designated by the proper signage, shall only be permitted for Fire and First Aid use.

- (3) The 11 spaces along the westerly portion of the lot, as designated by the proper signage, shall be designated as public parking, and each space shall have a four-hour time limit with no parking in each space from 2:00 a.m. to 6:00 a.m.
- (4) The two parking spaces closest to the southwesterly corner of the firehouse shall be used only by persons having special vehicle identification cards duly issued by the New Jersey Division of Motor Vehicles pursuant to N.J.S.A. 39:4-205, when using a vehicle on which is displayed a certificate duly issued pursuant to N.J.S.A. 39:4-206.

E. Lot No. 5. – Police Station

- (1) No vehicle shall be parked for more than 24 continuous hours. Any violators of this section shall be towed.
- (2) The two parking spaces closest to the northeasterly corner of the parking lot shall be used only by persons having special vehicle identification cards duly issued by the New Jersey Division of Motor Vehicles pursuant to N.J.S.A. 39:4-205, when using a vehicle on which is displayed a certificate duly issued pursuant to N.J.S.A. 39:4-206.
- (3) The next four parking space after the handicapped parking spaces are designated as visitor-only parking.
- (4) The seven spaces closest to the northwesterly corner of the police station shall be used for Police Department vehicles only.
- (5) The remaining spaces shall be used for employee parking, additional police vehicle parking, and overflow parking.

F. Lot No. 6. – Borough Park

- (1) The use of the gravel parking lots shall be limited to those individuals utilizing the open space, municipal park, field house, basketball courts, or recreation areas of Borough Park, including the use of its athletic fields for organized and unorganized outdoor sports other than swimming and for Borough events. All other uses of the parking lot shall be prohibited.
- (2) No vehicle shall be parked in the gravel lots located off Park Ave or Orchard St, between the hours of 2:00 am. and 6:00 a.m. without prior authorization.

G. Lot No. 7. – Ward Sands

- (1) The 10 parking spaces along the southerly edge of the lot are restricted for residential use with valid permits.
- (2) No vehicle shall be parked in the designated spaces, located in the central portion

and the easterly and westerly edges of the lot, between the hours of 2:00 am. and 6:00 a.m.

- (3) No vehicle shall be parked in the designated spaces in this lot from dusk until dawn.

H. Lot No. 8. – Botti Fields

- (1) No vehicle shall be parked in this parking lot from dusk until dawn.
- (2) The use of the parking lot shall be limited to those individuals utilizing the open space, municipal park, field house, or recreation areas of Botti Fields, including the use of its athletic fields for organized and unorganized outdoor sports other than swimming and Borough events. All other uses of the parking lot shall be prohibited.

§ 140-3. Violations and penalties; removal of vehicles.

Violation of any of the provisions of this chapter shall be punishable by a fine not exceeding \$1,000, imprisonment for a term not exceeding 90 days or a period of community service not exceeding 90 days, or any combination thereof, unless a different penalty is fixed by New Jersey statute. In addition, any unoccupied vehicle parked or standing in violation of this chapter shall be deemed a nuisance and a menace to the safe and proper regulation of traffic, and any peace officer may provide for the removal of such vehicle. The owner shall pay the reasonable costs of the removal and storage which may result from such removal before regaining possession of the vehicle, pursuant to Chapter 206, Vehicles and Traffic,

SECTION 2. All ordinances of the Borough of Mendham that are inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION 3. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance.

SECTION 4. This Ordinance shall take effect immediately upon final passage, approval and publication as required by law.

Introduced: November 19, 2025

Public Hearing: Mayor Kelly opened the public hearing; No one from the public was interested in speaking.

After the public hearing was closed, the Borough Council will consider Ordinance #15-2025 for final passage and adoption.

Motion to Approve: Council Member Henry Traut
Second: Council Member Russo
Ayes: Bruin, Henry Traut, Russo, Sullivan
Nays: None

7. RESOLUTIONS

#175-2025 RESOLUTION REJECTING ALL BIDS FOR BID #25MD109 ACCESSIBILITY IMPROVEMENTS TO POLICE DEPARTMENT

Motion to Approve: Council Member Henry Traut
Second: Council Member Russo
Ayes: Bruin, Henry Traut, Russo, Sullivan
Nays: None

#176-2025 RESOLUTION TO PROVIDE FOR SALARIES AND HOURLY WAGE RATES TO BE PAID TO BOROUGH-APPOINTED OFFICIALS AND EMPLOYEES IN 2026

Motion to Approve: Council President Sullivan
Second: Council Member Russo
Ayes: Bruin, Henry Traut, Russo, Sullivan
Nays: None

#177-2025 APPOINTING TEO VALIANATOS FOR JUNIOR MEMBERSHIP TO THE MENDHAM BOROUGH FIRE DEPARTMENT

Motion to Approve: Council Member Bruin
Second: Council Member Henry Traut
Ayes: Bruin, Henry Traut, Russo, Sullivan
Nays: None

#178-2025 RESOLUTION AUTHORIZING TRANSFERS BETWEEN CERTAIN BUDGET APPROPRIATIONS IN THE 2025 CURRENT FUND BUDGET PURSUANT TO N.J.S.A. 40A:4-58

Motion to Approve: Council President Sullivan
Second: Council Member Henry Traut

Ayes: Bruin, Henry Traut, Russo, Sullivan
Nays: None

**#179-2025 RESOLUTION AUTHORIZING 2016, 2017 & 2018 STATE TAX COURT
JUDGEMENT REFUND FOR BLOCK 2101 LOT 1.05**

Motion to Approve: Council Member Russo
Second: Council President Sullivan
Ayes: Bruin, Henry Traut, Russo, Sullivan
Nays: None

**#180-2025 RESOLUTION TO JOIN THE NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS
FUND**

Motion to Approve: Council Member Russo
Second: Council President Sullivan
Ayes: Bruin, Henry Traut, Russo, Sullivan
Nays: None

**#181-2025 RESOLUTION APPOINTING JOYCE BUSHMAN THE NORTH JERSEY
REGIONAL EMPLOYEE BENEFITS FUND COMMISSIONER AND ERICK MESIAS AS
ALTERNATE FUND COMMISSIONER**

Motion to Approve: Council President Sullivan
Second: Council Member Russo
Ayes: Bruin, Henry Traut, Russo, Sullivan
Nays: None

**#182-2025 RESOLUTION OF THE BOROUGH OF MENDHAM, IN THE COUNTY OF
MORRIS AND STATE OF NEW JERSEY, AUTHORIZING THE APPOINTMENT OF
ACTING CLERK LAUREN MCBRIDE TO THE POSITION OF BOROUGH CLERK,
EFFECTIVE DECEMBER 10, 2025**

Motion to Approve: Council Member Henry Traut
Second: Council Member Russo
Ayes: Bruin, Henry Traut, Russo, Sullivan
Nays: None

#183-2025 RESOLUTION AUTHORIZING THE CANCELLATION OF 2024 AND 2025

GRANTS RECEIVABLE BALANCES AGAINST 2024 AND 2025 GRANT APPROPRIATION RESERVES BALANCES

Motion to Approve: Council Member Henry Traut
Second: Council President Sullivan
Ayes: Bruin, Henry Traut, Russo, Sullivan
Nays: None

#184-2025 RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO THE CANNING GROUP, LLC IN CONNECTION WITH THE MENDHAM BOROUGH POLICE CHIEF TESTING & SELECTION PROCESS

Motion to Approve: Council Member Henry Traut
Second: Council Member Bruin
Ayes: Bruin, Henry Traut, Russo, Sullivan
Nays: None

8. ADMINISTRATOR OPERATIONS REPORT

Administrator Bushman announced that the annual Fall Foliage Contest winner was Brandon Moore, noting that there were 34 submissions this year. She reported that the Police Station ADA door project will be rebid, as the initial bids came in over budget. DPW Superintendent Pete is working with Mendham Township on a shared services agreement for paving and street sweeping.

9. COUNCIL REPORTS

Council Member Russo, Chair of the Personnel Committee, had nothing to report.

Council Member Sullivan, Chair of the Finance Committee, reported the budget process has begun and Finance has approved the salaries and wages for 2026.

Council Member Henry Traut, Chair of the Land Use Committee, reported that the ECCOST will meet on Monday. The Joint Land Use Board will meet on Tuesday. The 2025 JLUB Annual Report will be brought to Council soon.

Council Member Bruin, Chair of the Recreation and Parks Committee, reported that there were over 300 attendees at the Holly Trail event and extended thanks to Aubrey Egerter for her efforts in making it a success. The School Board will meet next Thursday at 7:30 as they prepare for the upcoming winter break.

10. MAYOR'S ITEMS

The Mayor reported that the Holly Trail was another successful event and expressed appreciation to Borough staff and the DPW for their hard work in making it possible.

11. PUBLIC COMMENTS

Mayor Kelly stated that is an opportunity for the public to comment on any matter or concern. To ensure that every citizen has an opportunity to speak, the Mayor will recognize the individual and ask them to state their name and address for the record.

THE SPEAKER DOES NOT NEED TO PROVIDE THEIR ADDRESS IF THEY HAVE BEEN VERIFIED BY THE OFFICE OF INFORMATION PRIVACY AS A COVERED PERSON IN THE BOROUGH UNDER DANIEL'S LAW.

Speakers are asked to limit their comments to four minutes. Please note that Public Comments do not follow a question-and-answer format; however, a member of the Governing Body may offer a brief response when it is helpful to do so.

No one from the Public wished to speak.

12. APPROVAL OF VOUCHERS

Bills List dated December 10, 2025

Motion to Approve: Council Member Henry Traut

Second: Council Member Bruin

Ayes: Bruin, Henry Traut, Russo, Sullivan

Nays: None

13. EXECUTIVE SESSION @ 8:00 pm

**#0185-2025 A RESOLUTION PROVIDING FOR AN EXECUTIVE (CLOSED) SESSION
NOT OPEN TO THE PUBLIC PURSUANT TO THE NEW JERSEY OPEN PUBLIC
MEETINGS ACT N.J.S.A. 10:4-12b #7**

Motion to Approve: Council Member Henry Traut

Second: Council Member Bruin

Ayes: Bruin, Henry Traut, Russo, Sullivan

Nays: None

14. ADJOURNMENT

Having no further business, Mayor Kelly asked for a motion to adjourn the meeting at 9:15 pm.

Motion to Approve: Council Member Henry Traut

Second: Council Member Russo

Ayes: Bruin, Henry Traut, Russo, Sullivan

Nays: None

The next meeting of the Mendham Borough Mayor and Council will take place on, January 7, 2026 7:00 PM, at the Mendham Firehouse, 24 E Main St, Mendham, NJ.

Respectfully Submitted:

Lauren McBride

Borough Clerk

The Borough of Mendham

