

Adopted Minutes November 25, 2025

Minutes of the Regular Meeting of the Borough Council of the Borough of Bound Brook, in the County of Somerset, State of New Jersey, held via Go To Meeting at 7:00 p.m. on November 25, 2025.

Meeting was called to order at 7:00 p.m. by Mayor Dominic Longo with the reading of the Open Public Meetings Law Statement followed by the Pledge of Allegiance.

## **ROLL CALL**

Upon roll call, the following were recorded present:

Mayor Dominic Longo  
Council President Linda Brnicevic  
C. Shawn Guerra  
C. Kendall Lopez  
C. David Morris  
C. Glen Rossi

Absent from recording  
C. Mark Speed

Also in attendance:  
Borough Clerk-Administrator, Jasmine D. McCoy  
Borough Attorney, Erick Peterson, Esq.

## **APPROVAL OF MINUTES**

Upon a motion by Kendall Lopez, seconded by Shawn Guerra, the regular meeting minutes of September 23, 2025, were approved upon a roll call vote.

Roll Call:     Aye:   Linda Brnicevic, Shawn Guerra, Kendall Lopez, David Morris  
                  Nay:   None  
                  Absent: Mark Speed

Upon a motion by Shawn Guerra, seconded by Kendall Lopez, the regular meeting minutes of October 14, 2025, were approved upon a roll call vote.

Roll Call:     Aye:   Linda Brnicevic, Shawn Guerra, Kendall Lopez, David Morris  
                  Nay:   None  
                  Abstain: Glen Rossi  
                  Absent: Mark Speed

Upon a motion by Shawn Guerra, seconded by Kendall Lopez, the executive session minutes of October 14, 2025, were approved upon a roll call vote.

Roll Call:     Aye:   Linda Brnicevic, Shawn Guerra, Kendall Lopez, David Morris

Nay: None

Abstain: Glen Rossi

Absent: Mark Speed

### **ADVERTISED HEARING OR SPECIAL PRESENTATION**

Chief Financial Officer, Shawn Kemp, stated the Best Practices Survey is the State's inventory which dictates State Aid funding to the Borough. The Borough secured enough points to not have the aid be affected going into 2026.

### **PRESENTATION OF COMMUNICATIONS, PETITIONS, ETC.**

There were no presentations of communication or petitions.

### **GREETINGS FOR COMMENTS AND INVITATIONS FOR DISCUSSION**

Andres Jinete reported an increase in ICE raids. The community's perception is the Borough is under surveillance by ICE. A Defender Family Rally is being organized in the upcoming weeks. The community is requesting the Mayor and Council to send a statement to the Attorney General regarding the ICE raids. The Immigration Trust Act resolution is requested to be removed from the table and voted on. Police body camera footage is requested to be released to the public from November 7<sup>th</sup> ICE arrest on Hamilton Street. Bound Brook PBA was requested to rally with the Defender Family Rally to show solidarity. Chief of Police, Jason Gianotto, advised the Police Department was not involved with the Hamilton Street ICE arrest; they were solely on scene to take an accident report.

### **OPENING OF BIDS**

There were no bid openings.

### **SUPERINTENDENT OF PUBLIC WORKS REPORT- DALE LEUBNER**

Superintendent of Public Works, Dale Leubner, reported the Borough received \$252,952 towards the 2026 Road Program for Wheatland Avenue and Tea Street to Lamonte Avenue. The contract is in the punch list phase and may require a change order for the 2024 Road Program. The 2025 Road Program is in the design phase for Franklin Street from Livingston Street to Vosseller Avenue. The punch list items for the pool rehabilitation project are complete, and the pool cover has been installed.

Chief Financial Officer, Shawn Kemp, reported the 2024 tax levy has been fully collected. Recently a tax sale was held, and the refuse levy has also been fully collected. Mr. Kemp provided a detailed revenue report for various departments. The Borough recently received \$203,000 in CDGB grant reimbursements for the Library HVAC project. The entire tax collection for the year 2024 levy has been collected. The remainder balance for the calendar year 2025 tax levy is \$666,361.90. The tax department is monitoring the fourth quarter collection and delinquent notices

have been issued. The refuse collection the Borough completed the annual tax sale on November 21, 2025, resulting in the full collection for the 2024 refuse levy. The calendar year outstanding balance for refuse is \$86,141.31. A total of \$458,025 of the anticipated revenue of \$450,000 for housing inspections. Municipal court has collected \$485,025 of the anticipated \$450,000. The uniform construction fees have collected \$171,636 of the anticipated \$160,000. For pilot revenue was \$1.6 million of the anticipated \$1.5 million. Ambulance billing has collected \$328,918.92 of the anticipated \$330,000. For delinquent taxes we have realized \$250,514.16 of the anticipated \$240,000.

Councilman David Morris reported the SID meeting was rescheduled to the following week. Councilman Morris attended the Municipal Alliance/Youth Services Commission in the absent of Councilman Speed. Somerset County hired a new youth services coordinator. The alliance is requested representation from the Recreation Department and Police Department.

Council President Linda Brnicevic reported DPW will be assisting with the Christmas Tree Lighting event. The Cultural Arts Committee didn't have a meeting this month. They committee previously approved a scholarship towards the Youth Theater Creative Crusaders program at the Brook Arts Center. The Arts Committee continues to review the proposed bylaws. The asbestos abatement at the library is making good progress. The next Planning Board Meeting will be held on December 11. The senior group has identified a new meeting location for 2026. Council President Brnicevic announced the Battle of Bound Brook will be held on April 11, 2026.

Councilman Glen Rossi reported the Fire Department has received 350 calls year to date. All apparatus and equipment are up to date with their maintenance. The Fire Department's Santa Run is scheduled for December 7 at 10 a.m. The EMS Department is looking into acquiring a used ambulance to add to the fleet. The Police Department has received 2,109 calls for service, 35 criminal disorderly arrests, responded to 218 motor vehicle accidents, issued 781 parking violations and responded to 6 tavern complaints. The 2<sup>nd</sup> and 3<sup>rd</sup> grade classes of Lafayette Elementary recently toured the Police Department and Lieutenant Waller recently visited Immaculata High School. The Police Department recently hosted Coffee with a Cop at Dunkin Donuts. The pilot residential parking program on Crescent Drive and Thomas Place is going well; the Police Department will continue to issue notice of violations.

Councilman Kendall Lopez reported three EMS employees are on the agenda for hire, three seasonal clock operators and a laborer for the Public Works Department. The Board of Education will hold their next meeting on December 19.

Mary Swarbrick, Chair of the Historic Preservation Commission, stated the State Historic Preservation Commission created a new interactive map with the State's landmarks. Unfortunately, many of Bound Brook's landmarks were removed and the Historic Preservation Commission's goal is to work on reestablishing those landmarks on the new map.

Councilman Shawn Guerra reported the Code Enforcement Office has completed 2,313 inspections year to date. The Director of Code Enforcement diligently worked to have an overfilled dumpster removed from behind the train tracks at the terminus of West Main Street. Enforcement along Union Avenue will continue into the new year. The Code Enforcement Department looks to

implement Code Enforcement Night in the new year for residents to file permits and ask questions in the evenings. The Shade Tree Commission has scheduled tree planting for December 12 through December 19 and have also requested that the vacancies be filled.

## **COMMITTEE REPORTS**

### **INTRODUCTION OF ORDINANCES – FIRST READING**

Ordinance 2025- 28 An Ordinance Approving and Authorizing the First Amendment to the Financial Agreement by and Between the Borough of Bound Brook and Merida Bound Brook 10, Urban Renewal LLC for Property Located on Lots 42.01 and 68.031 in Block 1 as Shown on the Official Tax Map of the Borough of Bound Brook and Located in the Downtown Redevelopment Area

Upon a motion by Councilman David Morris, seconded by Councilman Glen Rossi, Ordinance 2025-28 was approved on first reading upon a roll call vote. The public hearing was scheduled for December 9, 2025.

Roll Call: Aye: Linda Brnicevic, Shawn Guerra, Kendall Lopez, David Morris, Glen Rossi

Nay: None

Absent: Mark Speed

Ordinance 2025-29 Ordinance Amending and Supplementing Chapter 21, “Land Use”, Section 21-10.5, “Zoning Regulations”, of the Revised General Ordinances of the Borough of Bound Brook to Amend the Building Height Requirements in Various Zones, Districts and Redevelopment Areas

Upon a motion by Councilman Glen Rossi, seconded by Councilman David Morris, Ordinance 2025-29 was approved on first reading upon a roll call vote. The public hearing was scheduled for December 12, 2025.

Roll Call: Aye: Linda Brnicevic, Shawn Guerra, Kendall Lopez, David Morris, Glen Rossi

Nay: None

Absent: Mark Speed

Ordinance 2025-30 Ordinance Amending and Supplementing Redevelopment Area 1 and the Sub-Areas Contained Therein of the Borough of Bound Brook

Upon a motion by Councilman Glen Rossi, seconded by Councilman David Morris, Ordinance 2025-30 was approved on first reading upon a roll call vote. The public hearing was scheduled for December 12, 2025.

Roll Call: Aye: Linda Brnicevic, Shawn Guerra, Kendall Lopez, David Morris, Glen Rossi

Nay: None

Abstain: Kendall Lopez

Absent: Mark Speed

Ordinance 2025-31 Ordinance Amending and Supplementing Redevelopment Area 2 and the Sub-Areas Contained Therein of the Borough of Bound Brook

Upon a motion by Councilman David Morris, seconded by Councilman Glen Rossi, Ordinance 2025-31 was approved on first reading upon a roll call vote. The public hearing was scheduled for December 12, 2025.

Roll Call: Aye: Linda Brnicevic, Shawn Guerra, David Morris, Glen Rossi

Nay: None

Abstain: Kendall Lopez

Absent: Mark Speed

#### **ORDINANCE ON FINAL READING AND CONSIDERATION- SECOND READING**

Ordinance 2025-26 An Ordinance Amending and Supplementing Chapter 21, Land Use, Section 21-10.14, "General Business (B-1) District", Revised General Ordinances of the Borough of Bound Brook to Permit Food Establishments in the B-1 Zone

The public hearing was rescheduled for a Special Meeting on December 16, 2025.

#### **INTRODUCTION/DISCUSSION OF RESOLUTIONS**

Upon a motion by Councilman Shawn Guerra, seconded by Councilman Kendall Lopez, Resolutions 2025-458 through 2025-475 were unanimously approved. All were in favor

2025-458 Resolution Authorizing the Bound Brook Arts Committee to Give \$1,070.00 to the Youth Theater Creative Crusaders

2025-459 Resolution Rejecting All Bids for the 2025 SCLSNJ Bound Brook Library Alterations Project

2025-460 Resolution Authorizing an Agreement By and Between the County of Somerset and the Borough of Bound Brook for 2026 Transportation Services

2025-461 Resolution Authorizing the Release of Performance Bond for Allure at Vosseller Located at 518 Vosseller Avenue, Block 81, Lots 15, 16 and 17 and Requiring a Maintenance Bond

2025-462 Resolution Accepting Donations/Sponsorships for the Bound Brook Tree Lighting Event

- 2025-463 Resolution Authorizing the Hire of Sarah Elbliety as Part Time Emergency Medical Technician for the Department of Emergency Medical Services
- 2025-464 Resolution Authorizing the Hire of Caleb Drezga as Part Time Emergency Medical Technician for the Department of Emergency Medical Services
- 2025-465 Resolution Authorizing the Hire of Dylan Connell as Part Time Emergency Medical Technician for the Department of Emergency Medical Services
- 2025-466 Resolution Authorizing the Hire of Seasonal Clock Operators for the Recreation Department
- 2025-467 Chapter 159- Opioid Settlement Fund in the Amount of \$146.06
- 2025-468 Resolution Authorizing the Hire of Vincent DeMaio as Full-Time Laborer for the Department of Public Works
- 2025-469 Resolution Memorializing Confirmation of Acceptance of Nicholas Peterson's New Jersey State Firemen's Association Application for Membership to the Bound Brook Fire Department
- 2025-470 Resolution Authorizing a Change Order to the Professional Services Contract with McElroy Deutsch for Planning Board Attorney Services
- 2025-471 Resolution Authorizing a Refund for the Overpayment of 2025 4<sup>th</sup> Quarter Taxes
- 2025-472 Resolution Accepting the Resignation of Pam Lewis from the Shade Tree Commission
- 2025-473 Resolution Authorizing the Transfer of 2025 Budget Appropriations
- 2025-474 Resolution Recertifying the Availability of Funds for the Memorial Library Asbestos Abatement Project with Teal Management
- 2025-475 Resolution Authorizing a Refund to Hilda Feusi for the Holiday Wreath Making Event in the Amount of \$25.00

## **UNFINISHED BUSINESS**

Superintendent of Public Works, Dale Leubner, reviewed the option to adjust the parking stall lines on West Maple Avenue. Discussion was held on the various options to address the residents' concerns regarding the parking line. Upon a motion by Councilman Kendall Lopez, seconded by Councilman Dave Morris, the Council authorized the adjustment of the parking lines to prevent vehicles from imposing driveways.

**NEW BUSINESS**

A Special Meeting was scheduled for December 12, 2025, at 4 p.m.

The 2026 Reorganization Meeting was scheduled for January 6, 2026, at 7 p.m. at the Brook Arts Center.

Mayor Dominic Longo appointed Kristi Colbert to the Planning Board for an unexpired term ending on December 31, 2027.

Tree Lighting will be held on December 7, 2025, from 4-6pm at Billian Legion Park.

**APPROVAL OF VOUCHERS**

2025-476 Resolution Approving Vouchers in the Amount of \$4,864,473.36

Upon a motion by David Morris, seconded by Shawn Guerra, Resolution 2025-476 was unanimously approved upon a roll call vote.

Roll Call: Aye: Linda Brnicevic, Shawn Guerra, Kendall Lopez, David Morris, Glen Rossi  
Nay: None  
Absent: Mark Speed

**OPEN TO THE PUBLIC FOR COMMENT**

Andres Jinete requested loading zones and visibility spaces on Main Street.

**AUTHORIZE EXECUTIVE SESSION**

Upon a motion by Councilman Glen Rossi, seconded by Councilman Shawn Guerra, the Mayor and Council went into executive session for litigation matters.

**ADJOURNMENT**

The meeting was adjourned at 9:06 p.m.

Respectfully submitted by,  
Jasmine D. McCoy  
Borough Clerk