

MINUTES  
FRANKLIN TOWNSHIP COMMITTEE/BOARD OF HEALTH  
RE-ORGANIZATION & REGULAR MEETING  
THURSDAY, JANUARY 2, 2025  
7:30 PM

**Franklin Township Municipal Building, 202 Sidney Road, Pittstown, NJ 08867**

The meeting was called to order by the Township Clerk at 7:30 pm. The Township Clerk read the Open Public Meetings Act (OPMA) Statement and led the flag salute.

**Oath of Office: Newly Elected and Re-Elected Committee Members:**

The Township Attorney administered the oath of office to newly elected Committee Member, Donald Scott Edelmann, with the assistance of County Commissioner Susan Soloway, and in the presence of family, friends, and other members of the Township Committee.

The Township Attorney administered the oath of office to newly elected Committee Member, Jessica Moustakas-Blew, with the assistance of County Commissioner Susan Soloway, and in the presence of family, friends, and other members of the Township Committee.

Roll Call: Sebastian Donaruma (present) Donald Scott Edelmann (present)  
Jessica Moustakas-Blew (present) Deanna Seiple (present) Alexa Tarby (present)

Also present: Igor Bykov, Attorney (Lavery, Selvaggi & Cohen)  
Christine Burke, Municipal Clerk  
Chief Timothy Snyder, Police Department  
Frederick Roll, Department of Public Works (DPW) Supervisor  
Susan Soloway, County Commissioner  
Michael Homulak, former Mayor/Committeeman  
Craig Repmann, former Mayor/Committeeman

**Nominations and Appointment of Mayor for Year 2025:**

The Municipal Clerk called for nominations for the office of Mayor.

Motion to nominate Sebastian Donaruma as Mayor for Year 2025: Seiple Second: Tarby

No additional nominations were made.

All in Favor. Motion carried.

The Township Attorney administered the oath of office to newly appointed Mayor, Sebastian Donaruma.

Mayor Donaruma now presides.

**Nominations and Appointment of Deputy Mayor for Year 2025:**

Mayor Donaruma called for nominations for the office of Deputy Mayor.

Motion to nominate Deanna Seiple as Deputy Mayor for Year 2025: Tarby                      Second: Edelmann

No additional nominations were made.

All in Favor. Motion carried.

The Township Attorney administered the oath of office to newly appointed Deputy Mayor, Deanna Seiple.

Mayor Donaruma acknowledged and expressed his appreciation for former Township Committee members, Michael Homulak and Craig Repmann.

Mayor Donaruma explained how the evening's agenda would proceed.

**Comments from the Public on Agenda Items Only:**

No one from the public spoke regarding Agenda Items.

**Resolutions:**

Mayor Donaruma requested to adopt the annual re-organization resolutions in bulk.

1. Resolution 2025-01: Resolution to Designate Official Newspapers for Legal Notices
2. Resolution 2025-02: Resolution to Designate the Depositories for Municipal Funds
3. Resolution 2025-03: Resolution to Designate Signatures on Municipal Checks
4. Resolution 2025-04: Resolution Authorizing the Award of Contract for Various Professional Services
5. Resolution 2025-05: Resolution Appointing Various Municipal Positions
6. Resolution 2025-06: Resolution Appointing Various Municipal Positions – Boards and Commissions
7. Resolution 2025-07: Resolution to Fix the Interest Rate Charged for Non-Payment of Taxes or Assessments Subject to Any Abatement or Discount for the Late Payment of Taxes
8. Resolution 2025-08: Resolution Authorizing the Tax Collector to Cancel Refunds and/or Delinquencies of Less Than \$10.00
9. Resolution 2025-09: Resolution Authorizing the Municipal Attorney, Tax Attorney and/or the Tax Assessor to File Tax Appeals with the Hunterdon County Board of Taxation Concerning Those Properties Wherein Errors were Made.
10. Resolution 2025-10: Resolution Requiring Claimant Certifications on Certain Types of Transactions
11. Resolution 2025-11: Resolution Appointing Public Agency Compliance Officer (PACO)
12. Resolution 2025-12: Resolution Adopting CY2024 Temporary Budget
13. Resolution 2025-13: Green Team Advisory Committee
14. Resolution 2025-14: Sustainable Land Use Pledge (Re-Affirmation)

Motion to adopt Resolutions 2025-01 through 2025-14: Edelman Second: Seiple  
Roll call: Donaruma (Aye) Edelman (Aye) Moustakas-Blew (Aye) Seiple (Aye) Tarby (Aye)

Comments from Mayor and Committee:

Mayor Donaruma indicated that it was an honor to be appointed as mayor and again expressed his appreciation for former mayors, Michael Homulak, Craig Repmann and Philip Koury. He further indicated that his three priorities for the year would be the completion of the New Municipal Building, further assisting with the affordable housing project behind the Cracker Barrel Restaurant and assisting with the repairs and maintenance of the Capoolong Creek Trail.

Committeeman Donald Scott Edelman indicated that he was looking forward to the opportunity to serve the township and that he would do his best for Franklin Township.

Committeewoman Tarby indicated that she was looking forward to her second year on the Township Committee and working with the Township Committee and the community. She further indicated that she would continue her efforts regarding the planting of a holiday tree at the New Municipal Building.

Committeewoman Seiple echoed the comments made by the other Township Committee members.

Committeewoman Moustakas-Blew indicated that she was looking forward to the opportunity to serve the township.

Adjournment:

Motion to adjourn the Reorganization Meeting at 7:42 pm to convene the Re-Organization Meeting of the Board of Health: Seiple Second: Tarby All in favor. Motion carried.

Board of Health:

The meeting was called to order by Chairman Donaruma at 7:42 pm. Chairman Donaruma read the Open Public Meetings Act (OPMA) Statement.

Roll Call: Sebastian Donaruma (present) Donald Scott Edelman (present)  
Jessica Moustakas-Blew (present) Deanna Seiple (present) Alexa Tarby (present)

Also present: Igor Bykov, Attorney (Lavery, Selvaggi & Cohen)  
Christine Burke, Municipal Clerk  
Chief Timothy Snyder, Police Department  
Frederick Roll, Department of Public Works (DPW) Supervisor  
Susan Soloway, County Commissioner  
Michael Homulak, former Mayor/Committeeman  
Craig Repmann, former Mayor/Committeeman

Resolutions:

1. BOH Resolution 2025-01: Annual Meeting Notice.

Motion to adopt: Seiple

Second: Tarby

Roll call: Donaruma (Aye) Edelmann (Aye) Moustakas-Blew (Aye) Seiple (Aye) Tarby (Aye)

Approval of Minutes: None.

Public Hearings: None.

Action by the Committee – if necessary: None.

Adjournment:

Motion to adjourn the Board of Health Meeting and commence the Township Committee Work-

Session/Regular Meeting: Moustakas-Blew

Second: Tarby

All in Favor. Motion carried.

The Board of Health Meeting was adjourned at 7:44 pm.

Work-Session/Regular:

The meeting was called to order by Mayor Donaruma at 7:44 pm. Mayor Donaruma read the Open Public Meetings Act (OPMA) Statement.

Roll Call: Sebastian Donaruma (present) Donald Scott Edelmann (present)  
Jessica Moustakas-Blew (present) Deanna Seiple (present) Alexa Tarby (present)

Also present: Igor Bykov, Attorney (Lavery, Selvaggi & Cohen)  
Christine Burke, Municipal Clerk  
Chief Timothy Snyder, Police Department  
Frederick Roll, Department of Public Works (DPW) Supervisor  
Susan Soloway, County Commissioner  
Michael Homulak, former Mayor/Committeeman  
Craig Repmann, former Mayor/Committeeman

Proclamations & Presentations: None.

Approval of Minutes:

Motion to approve the December 19, 2024, Work-Session/Regular/Year-End Meeting & Executive

Session minutes: Seiple

Second: Tarby

Roll call: Donaruma (Abstain) Edelmann (Abstain) Moustakas-Blew (Aye) Seiple (Aye) Tarby (Aye)

Payment of Bills: None.

Ordinances: None.

**Resolutions:**

1. Resolution 2025-15: Resolution Authorizing the Award of Contract for Professional Services for Animal Control Services for Years 2025-2029.

Motion to adopt Resolution 2025-15: Edelmann

Second: Seiple

Roll call: Donaruma (Aye) Edelmann (Aye) Moustakas-Blew (Aye) Seiple (Aye) Tarby (Aye)

2. Resolution 2025-16: Amending Resolution 2024-56 – Resolution Appointing Risk Management Consultant – 2025 Fund Year.

Motion to adopt Resolution 2025-16: Seiple

Second: Tarby

Roll call: Donaruma (Aye) Edelmann (Aye) Moustakas-Blew (Aye) Seiple (Aye) Tarby (Aye)

**Old Business:**

1. Hunterdon County Municipal Park and Recreational Grant Program.

Committeewoman Tarby explained that the Township had submitted a grant application to the county for the building of a gazebo or pavilion at the New Municipal Building site and advised that the Township had received a check at the County presentation conducted at the County Commissioner meeting the prior month. Deputy Mayor Seiple thanked Commissioner Soloway.

2. New Municipal Building (43 Lower Landsdown Road) – Status Update.

Mayor Donaruma requested a status update from former Township Committee member, Craig Repmann, regarding the progress of the New Municipal Building site improvements. Former Township Committee member Repmann advised of the progress made to the building's wiring and indicated that he would provide appropriate contact information to the members of the new Township Committee.

**New Business:** None.

**Committee Member Reports:** None.

**Comments from the Public:**

Elizabeth Basile, 16 Upper Kingtown Road, reminded the Township Committee of the prior year's resolution to update the Township Master Plan to reflect the Township's intention to exclude cannabis businesses within the boundaries of the Township. She further questioned comments made regarding contact personnel for the New Municipal Building site improvements project. Former Committeeman Repmann clarified his comments regarding the New Municipal Building site improvements project.

Ingrid Taff, 41 Upper Kingtown Road, requested clarification of the Statewide Insurance Fund Risk Management Consultant resolution (Resolution 2025-16). Mayor Donaruma and the Township Attorney explained that the Statewide Insurance Fund was the Township's insurance provider and that the subject resolution was standard paperwork requested every year.

Executive Session: None.

Action by the Committee: None.

Adjournment:

Motion to adjourn: Seiple Second: Tarby

All in favor. Motion carried.

Meeting was adjourned at 7:50 pm.

Prepared by Christine Burke, Township Clerk

  
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Adopted: 01/28/2025