

**WORKSHOP MEETING  
OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LITTLE FALLS WAS  
HELD THIS EVENING IN THE MUNICIPAL BUILDING**

**Monday, January 2, 2024**

Council President Sgobba called the meeting to order at 7:30 p.m. with the following members present: Christine Hablitz, Michael Murphy, Jayna Patel, and Christopher Vancheri. Also present were Mayor James Damiano, Township Attorney Joseph Wenzel, Township Administrator Charles Cuccia, Assistant Administrator Vincent Quatrone, Municipal Clerk Cynthia Kraus, and Deputy Clerk Melissa DePiro.

Absent: None.

Township Employees present: Police Chief Bryan Prall.

**SALUTE TO THE FLAG**

**STATEMENT OF PUBLIC NOTICE:** Take notice that adequate notice of this meeting has been provided in accordance with N.J.S.A. 10:4-8 and N.J.S.A. 10:4-10 as follows: A notice of the meeting was prominently posted on the bulletin board at the Municipal Building, located at 225 Main Street, Little Falls, N.J. on December 8, 2023. A copy of the notice was mailed to the North Jersey Herald and News and The Record on the same date. Additionally, a copy of the notice was filed in the office of the Township Clerk on said date. **A link and a telephone number to join the meeting virtually can be accessed on the Township website at [www.lfnj.com](http://www.lfnj.com). Electronic provisions have been established for the public to participate during the public comment portion of the meeting.**

**PROCLAMATION RECOGNIZING CERVICAL CANCER AWARENESS MONTH** – At this time, Mayor Damiano read the Proclamation recognizing January 2024 as Cervical Cancer Awareness Month in the Township of Little Falls.

**RECOGNITION OF HOLIDAY LIGHTS DECORATING CONTEST WINNERS** – The winners of the Holiday Lights Decorating Contest were then announced and congratulated.

**PUBLIC COMMENT – GENERAL MATTERS AND AGENDA ITEMS**

Anyone wishing to address the Township Council may do so through the Council President. It is preferred if you give your name and address for the record. Comments are to be limited to three minutes, however, if appropriate, you may be granted additional time in the sole discretion of the Council President.

Members of the public who have joined the meeting virtually and desire to provide comment shall raise their virtual hand in the Zoom application. The Meeting moderator will queue the members of the public that wish to provide comment and the Council President will recognize them in order. Members of the public who have joined the meeting by calling in must press \*6 to mute and unmute themselves and \*9 to raise their hand. Members of the public who have joined the Meeting via the Zoom application must click the Reactions icon and then the Raise Hand icon. Once the process is complete, we will return to the regular order of business.

It was moved by Councilmember Hablitz, seconded by Councilmember Vancheri, that the meeting be and it was opened to the public.

Poll:           Ayes:   Hablitz, Murphy, Patel, Vancheri and Council President Sgobba  
              Nays:   None

The Council President declared the motion passed.

No one having come forward to be heard, it was moved by Councilmember Murphy, seconded by Councilmember Hablitz, that the meeting be and it was closed to the public.

Poll:           Ayes:   Hablitz, Murphy, Patel, Vancheri and Council President Sgobba  
              Nays:   None

The Council President declared the motion passed.

**ITEMS TO BE DISCUSSED:**

**MAYOR/ADMINISTRATOR:**

1. RESOLUTION AWARDDING CONTRACT TO ADP GROUP, INC. FOR WILMORE PARK PLAYGROUND IMPROVEMENTS – Mayor Damiano elaborated upon the contract award for improvements at Wilmore Park playground.
2. RESOLUTION AUTHORIZING CHANGE ORDER FOR THE 56-58, 60 & 62-66 STANLEY STREET BUILDING DEMOLITION PROJECT- Mayor Damiano explained the nature of the change order which resulted in a \$1,139.89 increase in project cost.
3. RESOLUTION TO ADOPT PROCEDURES FOR ADMINISTRATION AND INSPECTION OF FEDERAL AND HIGHWAY PROJECTS – Mayor Damiano indicated this Resolution would not be included for approval on tonight’s Agenda.

**ACTION ITEMS:**

It was moved by Councilmember Vancheri, seconded by Councilmember Murphy, to approve Resolutions A and B:

**Meeting of January 2, 2024**

Contract Award to ADP Group for Wilmore Park Improvements

**RESOLUTION [A] 24-01-02 - #1  
ACCEPTING BID AND AWARING CONTRACT FOR  
WILMORE PARK PLAYGROUND IMPROVEMENTS**

**WHEREAS**, pursuant to advertising duly made, bids were received by the Township of Little Falls on December 14, 2023 for the Wilmore Park Playground Improvements project, and the bids were opened and read publicly as follows:

ADP Group, Inc. Bid: \$638,600.00	Zuccaro, Inc. Bid: \$639,229.00
Picerno-Giordano Construction, LLC Bid: \$722,100.00	

and, **WHEREAS**, the Township Attorney has reviewed the bids for legal sufficiency; and **WHEREAS**, the award is subject to the Availability of Funds and certification of same in the 2024 budget; and **NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Little Falls as follows:

- 1) That the bid of
 

ADP Group, Inc. P.O. Box 185427 East 33 <sup>rd</sup> Street Paterson, NJ 07514
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in the amount of \$638,600.00

be and the same is hereby accepted; and

- 2) That the Mayor and Clerk be and they are hereby authorized to execute a Contract in a form approved by the Township Attorney for the designated services at the bid price hereinabove cited, subject to the successful Contractor's filing the required form of Affirmative Action compliance and Payroll Certification for Public Works Projects; and
- 3) That the Clerk be and he is hereby authorized and directed to return to the unsuccessful bidder(s) any Certified checks and/or Bid Bonds received from them as surety, with the exception of the surety received from the second-lowest bidder, which shall be retained for a period not to exceed sixty (60) days or until a contract in a form satisfactory to the Township Attorney shall have been executed with the low bidder, whichever shall come first.

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Change Order for Stanley Street Building Demolition Project

**RESOLUTION [B] 24-01-02 - #2  
RESOLUTION AWARING CHANGE ORDER TO GRADE CONSTRUCTION CARAVELLA DEMOLITION, INC. FOR THE 56-58, 60 & 62-66 STANLEY STREET BUILDING DEMOLITION PROJECT**

**WHEREAS**, the Township Council has received a recommendation from the Township Engineer, Boswell Engineering, regarding the contract for the 56-58, 60 & 62-66 Stanley Street Building Demolition Project to change contract items as listed in the original specification; and **WHEREAS**, the Township Council has considered this recommendation in accordance with N.J.A.C. 5:30-1 et seq. and the Local Public Contracts Law; and

**WHEREAS**, the Township Council has a contract with Caravella Demolition, Inc. for said project, which was awarded by public bidding under the Local Public Contracts Law.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Council authorizes a change order to Caravella Demolition, Inc. in the amount of \$1,139.89, making the revised contract amount \$258,139.89.

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Poll: Ayes: Hablitz, Murphy, Patel, Vancheri and Council President Sgobba  
Nays: None

The Council President declared the motion passed.

**COUNCIL TOPICS FOR DISCUSSION**

Councilmember HABLITZ congratulated Council President SGOBBA and all of the Committee members sworn in this evening. Councilmember HABLITZ then highlighted upcoming Library events including the Yarn Lovers Club every first and third Tuesday, and a Pokémon meet up on January 17<sup>th</sup>. Lastly, Councilmember HABLITZ thanked the Police Department for their assistance in delivery toys to residents affected by the flooding.

Councilmember MURPHY reported the final draft of the Township calendar will be reviewed and will be going out to print in the near future. Councilmember MURPHY then commented that the dredging of the Peckman River and coordinating efforts over the past several months with the DPW and Engineer. Councilmember MURPHY emphasized that once a state of emergency is declared, the excavator can be used immediately to clear the river. Currently, the excavator is in cleaning the shoals and banks, which should be completed in the next few days. Councilmember MURPHY provided a report on the Domestic Violence Prevention Committee and announced this year there are five or six more new members. Meetings for the Domestic Violence Prevention Committee will now be held the second Tuesday of each month.

Councilmember VANCHERI requested Mayor Damiano call a meeting of the three town Flood Board to discuss concerns with the Passaic and Peckman Rivers. Councilmember VANCHERI thanked the Mayor, DPW, Police Department, Fire Department and OEM for the job they did during flood in December. Lastly, Councilmember VANCHERI requested collaboration with local, state, and federal officials to come together to address the issues not only with the rivers but areas prone to flash flooding.

Councilmember PATEL reported there were more programs hosted in Little Falls this year by the Clifton Health Department. Councilmember PATEL indicated a meeting with the Clifton Health Department is planned to discuss what new programs can be brought to Little Falls and that input on programming would be welcomed.

**Meeting of January 2, 2024**

**PUBLIC COMMENT – AGENDA ITEMS ONLY**

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It was moved by Councilmember Vancheri, seconded by Councilmember Hablitz, that the meeting be and it was opened to the public.

Poll:           Ayes:   Hablitz, Murphy, Patel, Vancheri and Council President Sgobba  
                  Nays:   None

The Council President declared the motion passed.

No one having come forward to be heard, it was moved by Councilmember Murphy, seconded by Councilmember Vancheri, that the meeting be and it was closed to the public.

Poll:           Ayes:   Hablitz, Murphy, Patel, Vancheri and Council President Sgobba  
                  Nays:   None

The Council President declared the motion passed.

There being no further business to come before the meeting, it was moved by Councilmember Murphy, seconded by Councilmember Hablitz, that the meeting be and it was adjourned at 8:00 p.m.

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Cynthia Kraus  
Municipal Clerk