



**REORGANIZATION MEETING AGENDA OF THE MAYOR AND COUNCIL OF
THE BOROUGH OF ENGLEWOOD CLIFFS**

Sunday, January 4, 2026, AT 2:00 PM
COUNCIL CHAMBERS – 10 KAHN TERRACE, ENGLEWOOD CLIFFS, NJ

YouTube: https://youtube.com/live/1dAiqctk_c?feature=share

Zoom: <https://www.zoomgov.com/j/1601242669?pwd=ajIumfDRpA9dRqVTVRleZzDnma0NRb.1>

Meeting ID: 160 124 2669

Passcode: 272319

CALL TO ORDER: Mayor Mark Park will call the meeting to order at 2:00 PM.

FLAG SALUTE – Chief William Henkelman, Englewood Cliffs Police Department

NATIONAL ANTHEM – Ms. Serena Ryoo, 5th Grade Student at Englewood Cliffs Upper School

INVOCATION – Reverend Claude Hubbard

STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETING ACT

This meeting was called pursuant to the provisions of the Open Public Meetings Act P.L. 1975, Ch. 231. Notice of this meeting was included in a notice sent to *The Star Ledger*, and *The Record* on December 9, 2025 and published on December 15, 2025, posted on the bulletin board in the Municipal Building and has remained continuously posted as the required notices under the Statute. Copies of the above-mentioned notice are available to the public and on file in the office of the Municipal Clerk.

SWEARING-IN CEREMONY

OATHS OF OFFICE ADMINISTERED TO COUNCILMEMBERS-ELECT

- The oath of office will be administered to Demetrios “Mitch” A. Kapsaskis by The Honorable Carolina Calderon, Esq. - Municipal Judge of the Borough of Englewood Cliffs, New Jersey. Councilman Kapsaskis will take his seat at the dais.
- The oath of office will be administered to Tae H. Lee by The Honorable Mark Park, Mayor of the Borough of Englewood Cliffs, New Jersey. Councilman Lee will take his seat at the dais.

ROLL CALL

	Present	Absent
Mayor Park		
Councilwoman Biegacz		
Councilman Liang		
Councilman Patel		
Councilman Kapsaskis		
Councilman Lee		
Councilman Koutroubas		

Absent:

Motion to Excuse Absence of: _____

ROLL CALL

COUNCIL MEMBER	MOTION	SECOND	AYE	NAY	ABSTAIN	RECUSE	ABSENT
Councilwoman Biegacz							
Councilman Liang							
Councilman Patel							
Councilman Kapsaskis							
Councilman Lee							
Councilman Koutroubas							
Mayor Park							

COUNCIL MEMBERS' GREETINGS

ANNUAL ADDRESS BY MAYOR MARK PARK

CEREMONIAL SWEARING-IN CEREMONY

OATH OF OFFICE ADMINISTERED TO BOROUGH ADMINISTRATOR

- The oath of office will be administered to Intashan Chowdhury by Mr. Robert S. Hoffmann, City Manager of the City of Englewood, New Jersey.

ADOPTION OF RULES OF ORDER

Motion to Adopt Rules of Order:

ROLL CALL

COUNCIL MEMBER	MOTION	SECOND	AYE	NAY	ABSTAIN	RECUSE	ABSENT
Councilwoman Biegacz							
Councilman Liang							
Councilman Patel							
Councilman Kapsaskis							
Councilman Lee							
Councilman Koutroubas							
Mayor Park							

PUBLIC HEARING (5 Minutes)

(Privilege of the floor)

Motion to Open the Public Hearing

ROLL CALL

COUNCIL MEMBER	MOTION	SECOND	AYE	NAY	ABSTAIN	RECUSE	ABSENT
Councilwoman Biegacz							
Councilman Liang							
Councilman Patel							
Councilman Kapsaskis							
Councilman Lee							
Councilman Koutroubas							
Mayor Park							

Motion to Close the Public Hearing

ROLL CALL

COUNCIL MEMBER	MOTION	SECOND	AYE	NAY	ABSTAIN	RECUSE	ABSENT
Councilwoman Biegacz							
Councilman Liang							
Councilman Patel							
Councilman Kapsaskis							
Councilman Lee							
Councilman Koutroubas							
Mayor Park							

RESOLUTIONS

2026 CONSENT AGENDA

The following proposed resolutions, number 2026-01 through 2026-58 will be appointed by consent agenda, with one vote by the borough council, and will be read by title only:

- 2026-01** ESTABLISHING MAYOR AND COUNCIL MEETING DATES – 2026
- 2026-02** DESIGNATING 2026 OFFICIAL HOLIDAYS
- 2026-03** DESIGNATING OFFICIAL NEWSPAPERS
- 2026-04** AUTHORIZING APPOINTMENT OF OFFICIAL BOROUGH DEPOSITORIES
- 2026-05** AUTHORIZING TEMPORARY APPROPRIATIONS IN THE AMOUNT OF \$8,656,175.00 FOR CALENDAR YEAR 2026
- 2026-06** AUTHORIZING SIGNATORY TO SIGN PAYROLL CHECKS
- 2026-07** AUTHORIZING SIGNATORIES FOR PAYMENT OF BOROUGH EXPENDITURES
- 2026-08** AUTHORIZING FIX RATE OF INTEREST FOR DELINQUENT TAXES
- 2026-09** AUTHORIZING TAX COLLECTOR TO CANCEL CERTAIN BALANCES OF \$10.00 OVER/UNDER
- 2026-10** AUTHORIZING CASH MANAGEMENT PLAN
- 2026-11** AUTHORIZING PETTY CASH FOR FINANCE DEPARTMENT
- 2026-12** GRANTING AUTHORITY FOR APPROVAL OF CERTAIN PURCHASES THROUGH NEW JERSEY STATE CONTRACTS AND/OR PURCHASING COOPERATIVES FOR 2026
- 2026-13** REAFFIRMING THE USE OF THE BOROUGH OF ENGLEWOOD CLIFFS PURCHASING PROCEDURES MANUAL, PROCUREMENT POLICY, AND VENDOR MANUAL
- 2026-14** REAFFIRMING THE BOROUGH OF ENGLEWOOD CLIFFS PERSONNEL POLICIES AND PROCEDURES MANUAL FOR 2026
- 2026-15** AFFIRMING THE BOROUGH OF ENGLEWOOD CLIFFS' CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS
- 2026-16** APPROVING APPLICATIONS FOR TOWING LICENSES AND PLACEMENT ON THE ROTATING TOWING LIST: ABC TOWING, KELLY'S VALERO SERVICES, SANO'S TOWING, AND APEX AUTO BODY

RESOLUTIONS-BOROUGH EMPLOYEES/STAFF/CONTRACTORS

Mayor Park requests the advice and consent of the Borough Council to appoint the following:

- 2026-17** AUTHORIZING THE APPOINTMENT OF RICHARD BUSA AS TEMPORARY ACTING CHIEF FINANCIAL OFFICER FOR THE BOROUGH OF ENGLEWOOD CLIFFS
- 2026-18** APPOINTING FIROZVI ASSOCIATES, INC. TO SERVE AS FINANCIAL CONSULTANT FOR THE BOROUGH OF ENGLEWOOD CLIFFS
- 2026-19** APPROVING PROFESSIONAL SERVICES CONTRACT WITH THE CANNING GROUP, LLC AND APPOINTING SEAN P. CANNING AS QUALIFIED PURCHASING AGENT (QPA)
- 2026-20** AUTHORIZING THE APPOINTMENT OF LT. JAMES TRACY AS EMERGENCY MANAGEMENT COORDINATOR
- 2026-21** AUTHORIZING THE APPOINTMENT SGT. DIMITRIOS SALOGIANNIS AS DEPUTY EMERGENCY MANAGEMENT COORDINATOR
- 2026-22** AUTHORIZING THE BOROUGH TO CONTRACT WITH SUHEL AHMED M.D. AND ALL HEALTH MEDICAL GROUP TO PERFORM ANNUAL PHYSICALS, PRE-EMPLOYMENT PHYSICALS AND FITNESS FOR DUTY EXAMINATIONS FOR THE BOROUGH

- 2026-23** APPOINTING THE ENGLEWOOD CLIFFS POLICE DEPARTMENT AS CUSTODIAN OF RECORDS FOR POLICE RELATED RECORDS
- 2026-24** APPOINTING INTASHAN CHOWDHURY AS THE PUBLIC AGENCY COMPLIANCE OFFICER – AFFIRMATIVE ACTION
- 2026-25** APPOINTING INTASHAN CHOWDHURY AS THE PERSONNEL OFFICER
- 2026-26** APPOINTING INTASHAN CHOWDHURY AS THE ADA COORDINATOR
- 2026-27** APPOINTING INTASHAN CHOWDHURY AS MUNICIPAL HOUSING LIASION
- 2026-28** APPOINTING CATERINA SCANCERELLA AS THE COAH TRUST FUND REPORT PREPARER
- 2026-29** APPOINTING DINO DEVIRGILIO AS THE PROPERTY MAINTENANCE OFFICER
- 2026-30** APPOINTING J.P. LEE AS THE ZONING OFFICER
- 2026-31** APPOINTING JOSEPH CARDULLO AS THE FIRE PREVENTION OFFICIAL
- 2026-32** APPOINTING THOMAS SCHOPPE AS THE COLLECTION SYSTEM SEWER OPERATOR
- 2026-33** APPOINTING MARK NEVILLE AS THE RECYCLING COORDINATOR
- 2026-34** APPOINTING CROSSING GUARDS: ROSE MASTELLONE, ALVIN KRAVITZ AND SANDRA FLEMING
- 2026-35** APPOINTING POLICE MATRONS: ROSE MASTELLONE AND MARIBEL LIBERTI
- 2026-36** APPOINTING POLICE SURGEONS: DR. GARY GUARNACCIA, DR. BINITA PRAJAPATI, DR. ANDREJ ZAMECKI, AND DR. PATRICK PERIN

RESOLUTIONS -MUNICIPAL COURT

Mayor Park requests the advice and consent of the Borough Council to appoint the following:

- 2026-37** APPOINTMENT OF MUNICIPAL PROSECUTOR: ANTHONY J. ARNONE, ESQ. OF ARNONE LAW FIRM LLC

RESOLUTIONS- APPOINTMENTS OF BOROUGH PROFESSIONALS

Mayor Park requests the advice and consent of the Borough Council to appoint the following:

- 2026-38** APPOINTMENT OF BOROUGH ATTORNEY: BRUNO & FERRARO, ESQS.
- 2026-39** APPOINTMENT OF BOROUGH BOND COUNSEL: GIBBONS, P.C.
- 2026-40** APPOINTMENT OF BOROUGH LABOR ATTORNEY: CLEARY, GIACOBBE, ALFIERI, JACOBS LLC
- 2026-41** APPOINTMENT OF MUNICIPAL REDEVELOPMENT ATTORNEY: MCMANIMON, SCOTLAND & BAUMANN, LLC
- 2026-42** APPOINTMENT OF FINANCIAL ADVISOR: NW FINANCIAL GROUP, LLC
- 2026-43** APPOINTMENT OF MUNICIPAL SPECIAL / CONFLICT COUNSEL: JARDIM MEISNER SALMON SPRAGUE & SUSSER P.C.
- 2026-44** APPOINTMENT OF MUNICIPAL SPECIAL / CONFLICT COUNSEL: CLEARY, GIACOBBE, ALFIERI, JACOBS LLC
- 2026-45** APPOINTMENT OF MUNICIPAL SPECIAL / CONFLICT COUNSEL: KING, MOENCH & COLLINS LLP
- 2026-46** APPOINTMENT OF MUNICIPAL SPECIAL/ CONFLICT COUNSEL: RICHARD MALAGIERE, P.C.
- 2026-47** APPOINTMENT OF MUNICIPAL SPECIAL / CONFLICT COUNSEL (NON-OPEN AND FAIR AWARD): DONALD F. BURKE, ESQ.
- 2026-48** APPOINTMENT OF MUNICIPAL TAX APPEAL ATTORNEY: HUNTINGTON BAILEY, LLP
- 2026-49** APPOINTMENT OF MUNICIPAL APPRAISAL SERVICES: MCNERNEY & ASSOCIATES, INC.
- 2026-50** APPOINTMENT OF BOROUGH AUDITOR: PKF O’CONNOR DAVIES LLP

- 2026-51** APPOINTMENT OF MUNICIPAL HEALTH BENEFITS CONSULTANT:
BROWN & BROWN METRO, LLC
- 2026-52** APPOINTMENT OF BOROUGH ENGINEER:
FASTECH CONSULTING ENGINEERS
- 2026-53** APPOINTMENT OF ALTERNATE BOROUGH ENGINEER:
GILMORE & ASSOCIATES, LLC
- 2026-54** APPOINTMENT OF ALTERNATE BOROUGH ENGINEER: NEGLIA GROUP, LLC
- 2026-55** APPOINTMENT OF BOROUGH PLANNER / MUNICIPAL HOUSING PLANNER:
HARBOR CONSULTANTS, INC.
- 2026-56** APPOINTMENT OF BOROUGH CONFLICT PLANNER: T&M ASSOCIATES
- 2026-57** APPOINTMENT OF MUNICIPAL ENVIRONMENTAL INSPECTOR / ARBORIST
SERVICES: CONCORD MUNICIPAL CONSULTING, LLC
- 2026-58** AUTHORIZING REQUESTS FOR PROPOSALS

Motion to Approve Consent Agenda:

ROLL CALL

COUNCIL MEMBER	MOTION	SECOND	AYE	NAY	ABSTAIN	RECUSE	ABSENT
Councilwoman Biegacz							
Councilman Liang							
Councilman Patel							
Councilman Kapsaskis							
Councilman Lee							
Councilman Koutroubas							
Mayor Park							

MAYORAL APPOINTMENTS

MAYORAL APPOINTMENTS TO VARIOUS BOARDS

<u>Board</u>	<u>Name</u>	<u>Position</u>	<u>Term Expires</u>
Planning Board:	Frances Correa	Class (IV) Member	12/31/2029 (4 Years)
	Thomas Kim	Class (IV) Member	12/31/2029 (4 Years)
	William Woo	Class (IV) Member	12/31/2026 (1 Year)
	Kinga Zamecki	Class (IV) 2 nd Alternate	12/31/2027 (2 Years)
	Sangmin You	Class (I) – Mayor’s Designee	12/31/2026 (1 Year)
	J.P. Lee	Class (II) – Borough Rep	12/31/2026 (1 Year)
	Rivka Biegacz	Class (III) – Council Rep	12/31/2026 (1 Year)

Motion to Approve Class (III) Member – Council Representative

ROLL CALL

COUNCIL MEMBER	MOTION	SECOND	AYE	NAY	ABSTAIN	RECUSE	ABSENT
Councilwoman Biegacz							
Councilman Liang							
Councilman Patel							
Councilman Kapsaskis							
Councilman Lee							
Councilman Koutroubas							
Mayor Park							

Board of Health:	Dr. Aaron Capuano	Member	12/31/2028 (3 Years)
	Dr. Anthony Classi	Member	12/31/2028 (3 Years)

The following board are hereby appointed members for a one (1) year term expiring 12/31/2026.

Shade Tree Commission: Emma Guest-Consales
Mamta Shah
Wendy Alvarado
DPW Superintendent
Municipal Environmental Inspector / Arborist

LOCAL EMERGENCY PLANNING COUNCIL

Borough Administrator
Building Inspector
Fire Chief
Fire Department
Health Officer
Infection Control
Police Chief
Police Captain
Police Lieutenant
Public Safety Chair
Sanitary Inspector
Superintendent Of Schools
Superintendent Of Public Works
Tax Assessor, Damage

STANDING COMMITTEE OF THE COUNCIL

Mayor Park requests the advice and consent of the Borough Council to appoint the following:

<u>COMMITTEE</u>	<u>CHAIR</u>	<u>MEMBER</u>	<u>MEMBER</u>
Finance	Liang	Patel	Biegacz
Public Safety	Biegacz	Koutroubas	Liang
Recreation	Kapsaskis	Patel	Lee
Sanitation	Patel	Liang	Kapsaskis
Public Works	Patel	Koutroubas	Lee
Building and Grounds	Lee	Kapsaskis	Koutroubas
Lighting	Liang	Koutroubas	Kapsaskis
Transportation	Lee	Liang	Kapsaskis
Legal	Koutroubas	Patel	Biegacz
Beautification	Kapsaskis	Liang	Patel
Recycling	Lee	Biegacz	Koutroubas
Historical	Patel	Lee	Kapsaskis
Clean Communities	Liang	Lee	Koutroubas
Community Events	Kapsaskis	Biegacz	Lee
Economic Development	Kapsaskis	Lee	Liang
Agenda	Biegacz	Kapsaskis	Patel
Technology	Koutroubas	Patel	Liang
Master Plan	Biegacz	Patel	Koutroubas

COUNCIL LIAISONS

Shade Tree Patel
Environmental Lee
Board of Health Liang
Board of Education Koutroubas
Chamber of Commerce Biegacz
Planning Board Biegacz

Motion to Approve Standing Committees / Council Liaisons:

ROLL CALL

COUNCIL MEMBER	MOTION	SECOND	AYE	NAY	ABSTAIN	RECUSE	ABSENT
Councilwoman Biegacz							
Councilman Liang							
Councilman Patel							
Councilman Kapsaskis							
Councilman Lee							
Councilman Koutroubas							
Mayor Park							

NEW BUSINESS

COMMENTS AND REMARKS

BENEDICTION / CLOSING PRAYER – Reverend Claude Hubbard

ADJOURNMENT

Motion to Adjourn Meeting:

ROLL CALL

COUNCIL MEMBER	MOTION	SECOND	AYE	NAY	ABSTAIN	RECUSE	ABSENT
Councilwoman Biegacz							
Councilman Liang							
Councilman Patel							
Councilman Kapsaskis							
Councilman Lee							
Councilman Koutroubas							
Mayor Park							

MEETING ADJOURNED AT: _____