

**TOWNSHIP OF PARSIPPANY-TROY HILLS**  
**ANNUAL ORGANIZATION MEETING**  
**OF THE TOWNSHIP COUNCIL**

**JANUARY 7, 2025**

**I. INTRODUCTION**

**A. POSTING OF NOTICE**

Adequate notice of this meeting has been provided in accordance with the requirements of the Open Public Meetings Law by filing the notice in the Office of the Township Clerk and by posting the meeting notice on the bulletin board at the Municipal Building on December 2, 2024 where it has remained posted since that date. A legal notice appeared in the *Daily Record* and the *Newark Star Ledger* on December 6, 2024.

**B. FLAG SALUTE**

**C. ROLL CALL**

**D. UPCOMING MEETINGS**

1. 1/07/24 @ 7:00 PM      Agenda Meeting
2. 1/21/24 @ 7:00 PM      Regular Meeting

**II. APPOINTMENTS**

**Committees/Boards**

**Board of Education**

Council Liaison – 1 Year Term (12/31/25)

**Craftsman Farms Foundation**

Council Representative – 1 Year Term (12/31/25)

**Economic Development Advisory Committee**

Council Liaison – 1 Year Term (12/31/25)

Member – 2 Year Term (12/31/26)

Member – 2 Year Term (12/31/26)

Member – 2 Year Term (12/31/26)

**Emergency Services Council**

Council Liaison – 1 Year Term (12/31/25)

**Environmental Advisory Committee**

Council Liaison – 1 Year Term (12/31/25)

Member – 1 Year Term (12/31/25)

Member – 1 Year Term (12/31/25)

**Finance Committee**

Council Liaison – 1 Year Term (12/31/25)

Council Liaison – 1 Year Term (12/31/25)

**Fire Prevention Bureau**

Council Liaison – 1 Year Term (12/31/25)

**Historic Preservation Advisory Committee**

Council Liaison – 1 Year Term (12/31/25)

Member – 3 Year Term (12/31/27)

Member – 3 Year Term (12/31/27)

**Library Board of Trustees**

Council Liaison – 1 Year Term (12/31/25)

**Morris County League of Municipalities**

Representative – 1 Year Term (12/31/25)

**Municipal Government Transparency Committee**

Council Liaison – 1 Year Term (12/31/25)

Member – 1 Year Term (12/31/25)

Member – 1 Year Term (12/31/25)

Member – 1 Year Term (12/31/25)

Member – 1 Year Term (12/31/25)

Member – 1 Year Term (12/31/25)

**Open Space Committee**

Member – 3 Year Term (12/31/27)

**Parsippany Area Chamber of Commerce**

Representative – 1 Year Term (12/31/25)

**Parsippany Child Day Care Center**

Council Liaison – 1 Year Term (12/31/25)

**Planning Board**

Class III Member – 1 Year Term (12/31/25)

**Police Athletic League**

Council Liaison – 1 Year Term (12/31/25)

**Recreation Advisory Committee**

Member – 3 Year Term (12/31/27)

**Traffic Advisory Committee**

Council Liaison – 1 Year Term (12/31/25)

Member – 3 Year Term (12/31/27)

Member – 3 Year Term (12/31/27)

Member – 3 Year Term (12/31/27)

Member – 3 Year Term (12/31/27)

Member – 3 Year Term (12/31/27)

**Zoning Board of Adjustment**

Regular Member – 4 Year Term (12/31/28)

Regular Member – 4 Year Term (12/31/28)

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**III. RESOLUTIONS**

**R2025-001 DESIGNATION OF OFFICIAL NEWSPAPERS**

Motion to approve the above Resolution by \_\_\_\_\_ seconded by \_\_\_\_\_.

ROLL CALL:

\_\_\_Ms. Hernandez\_\_\_Mr. McGrath\_\_\_ Mr. Musella \_\_\_Mr. Neglia \_\_\_Mr. Carifi

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**R2025-002 DESIGNATION OF NEWSPAPERS TO RECEIVE NOTICES**

Motion to approve the above Resolution by \_\_\_\_\_ seconded by \_\_\_\_\_.

ROLL CALL:

\_\_\_Ms. Hernandez \_\_\_Mr. McGrath\_\_\_ Mr. Musella \_\_\_Mr. Neglia \_\_\_Mr. Carifi

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**R2025-003 AUTHORIZING THE TOWNSHIP ASSESSOR TO TAKE CERTAIN ACTIONS TO PROSECUTE AND DEFEND TAX APPEALS**

Motion to approve the above Resolution by \_\_\_\_\_ seconded by \_\_\_\_\_.

ROLL CALL:

\_\_\_Ms. Hernandez \_\_\_Mr. McGrath\_\_\_ Mr. Musella \_\_\_Mr. Neglia \_\_\_Mr. Carifi

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**R2025-004 GRANTING FEE EXEMPTIONS IN CONNECTION WITH PERMITS FOR CONSTRUCTION, ZONING, ENGINEERING, FIRE PREVENTION, HEALTH, PARKS AND FORESTRY AND RECREATION DEPARTMENTS**

Motion to approve the above Resolution by \_\_\_\_\_ seconded by \_\_\_\_\_.

ROLL CALL:

\_\_\_Ms. Hernandez \_\_\_Mr. McGrath \_\_\_Mr. Musella \_\_\_Mr. Neglia \_\_\_Mr. Carifi

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**R2025-005 AUTHORIZING THE TOWNSHIP TAX COLLECTOR TO CHARGE A PENALTY ON DELINQUENT TAXES, ASSESSMENTS, OR OTHER MUNICIPAL LIENS OR CHARGES**

Motion to approve the above Resolution by \_\_\_\_\_ seconded by \_\_\_\_\_.

ROLL CALL:

\_\_\_Ms. Hernandez \_\_\_Mr. McGrath \_\_\_Mr. Musella \_\_\_Mr. Neglia \_\_\_Mr. Carifi

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**R2025-006 AUTHORIZING THE TOWNSHIP TAX COLLECTOR TO CHARGE INTEREST ON DELINQUENT TAXES, ASSESSMENTS OR OTHER MUNICIPAL LIENS OR CHARGES**

Motion to approve the above Resolution by \_\_\_\_\_seconded by \_\_\_\_\_.

ROLL CALL:

\_\_\_Ms. Hernandez \_\_\_Mr. McGrath \_\_\_Mr. Musella \_\_\_Mr. Neglia \_\_\_Mr. Carifi

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**R2025-007 CASH MANAGEMENT PLAN**

Motion to approve the above Resolution by \_\_\_\_\_seconded by \_\_\_\_\_.

ROLL CALL:

\_\_\_Ms. Hernandez \_\_\_Mr. McGrath \_\_\_Mr. Musella \_\_\_Mr. Neglia \_\_\_Mr. Carifi

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**R2025-008 ESTABLISH TEMPORARY BUDGET APPROPRIATIONS FOR CALENDAR YEAR 2024**

Motion to approve the above Resolution by \_\_\_\_\_seconded by \_\_\_\_\_.

ROLL CALL:

\_\_\_Ms. Hernandez \_\_\_Mr. McGrath \_\_\_Mr. Musella \_\_\_Mr. Neglia \_\_\_Mr. Carifi

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**R2025-009 AUTHORIZING A CONTRACT FOR AFFORDABLE HOUSING ADMINISTRATIVE AGENT CONSULTANT SERVICES**

Motion to approve the above Resolution by \_\_\_\_\_seconded by \_\_\_\_\_.

ROLL CALL:

\_\_\_Ms. Hernandez \_\_\_Mr. McGrath \_\_\_Mr. Musella \_\_\_Mr. Neglia \_\_\_Mr. Carifi

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**R2025-010 AUTHORIZING A CONTRACT FOR ARCHITECTURAL SERVICES**

Motion to approve the above Resolution by \_\_\_\_\_seconded by \_\_\_\_\_.

ROLL CALL:

\_\_\_Ms. Hernandez \_\_\_Mr. McGrath \_\_\_Mr. Musella \_\_\_Mr. Neglia \_\_\_Mr. Carifi

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**R2025-011 AUTHORIZING A CONTRACT FOR ACCOUNTING AND AUDITING SERVICES**

Motion to approve the above Resolution by \_\_\_\_\_seconded by \_\_\_\_\_.

ROLL CALL:

\_\_\_Ms. Hernandez \_\_\_Mr. McGrath \_\_\_Mr. Musella \_\_\_Mr. Neglia \_\_\_Mr. Carifi

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**R2025-012 AUTHORIZING A CONTRACT FOR COMMUNITY DEVELOPMENT BLOCK GRANT CONSULTANT**

Motion to approve the above Resolution by \_\_\_\_\_ seconded by \_\_\_\_\_.

ROLL CALL:

\_\_Ms. Hernandez \_\_Mr. McGrath \_\_Mr. Musella \_\_Mr. Neglia \_\_Mr. Carifi

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**R2025-013 AUTHORIZING A CONTRACT FOR CLAIMS ADMINISTRATOR FOR WORKERS COMPENSATION**

Motion to approve the above Resolution by \_\_\_\_\_ seconded by \_\_\_\_\_.

ROLL CALL:

\_\_Ms. Hernandez \_\_Mr. McGrath \_\_Mr. Musella \_\_Mr. Neglia \_\_Mr. Carifi

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**R2025-014 AUTHORIZING A CONTRACT FOR ENERGY AGENT AND PROCUREMENT CONSULTANT SERVICES**

Motion to approve the above Resolution by \_\_\_\_\_ seconded by \_\_\_\_\_.

ROLL CALL:

\_\_Ms. Hernandez \_\_Mr. McGrath \_\_Mr. Musella \_\_Mr. Neglia \_\_Mr. Carifi

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**R2025-015 AUTHORIZING CONTRACTS FOR FINANCIAL ADVISORS**

Motion to approve the above Resolution by \_\_\_\_\_ seconded by \_\_\_\_\_.

ROLL CALL:

\_\_Ms. Hernandez \_\_Mr. McGrath \_\_Mr. Musella \_\_Mr. Neglia \_\_Mr. Carifi

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**R2025-016 AUTHORIZING A CONTRACT FOR A GRANTS CONSULTANT**

Motion to approve the above Resolution by \_\_\_\_\_ seconded by \_\_\_\_\_

ROLL CALL:

\_\_Ms. Hernandez \_\_Mr. McGrath \_\_Mr. Musella \_\_Mr. Neglia \_\_Mr. Carifi

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**R2025-017 AUTHORIZING A CONTRACT FOR INSURANCE BROKER OF RECORD**

Motion to approve the above Resolution by \_\_\_\_\_ seconded by \_\_\_\_\_

ROLL CALL:

\_\_Ms. Hernandez \_\_Mr. McGrath \_\_Mr. Musella \_\_Mr. Neglia \_\_Mr. Carifi

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**R2025-018 AUTHORIZING CONTRACTS FOR PROFESSIONAL PROPERTY APPRAISAL SERVICES**

Motion to approve the above Resolution by \_\_\_\_\_ seconded by \_\_\_\_\_

ROLL CALL:

\_\_Ms. Hernandez \_\_Mr. McGrath \_\_Mr. Musella \_\_Mr. Neglia \_\_Mr. Carifi

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**R2025-019 AUTHORIZING CONTRACTS FOR PROFESSIONAL PLANNING SERVICES**

Motion to approve the above Resolution by \_\_\_\_\_seconded by

ROLL CALL:

\_\_Ms. Hernandez \_\_Mr. McGrath \_\_Mr. Musella \_\_Mr. Neglia \_\_Mr. Carifi

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**R2025-020 AUTHORIZING A CONTRACT FOR RISK MANAGEMENT CONSULTANT SERVICES**

Motion to approve the above Resolution by \_\_\_\_\_seconded by

ROLL CALL:

\_\_Ms. Hernandez \_\_Mr. McGrath \_\_Mr. Musella \_\_Mr. Neglia \_\_Mr. Carifi

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**R2025-021 AUTHORIZING CONTRACTS FOR TAX APPEAL CONSULTANTS**

Motion to approve the above Resolution by \_\_\_\_\_seconded by

ROLL CALL:

\_\_Ms. Hernandez \_\_Mr. McGrath \_\_Mr. Musella \_\_Mr. Neglia \_\_Mr. Carifi

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**R2025-022 AUTHORIZING A CONTRACT FOR WEBSITE DESIGN AND MAINTENANCE CONSULTANT SERVICES**

Motion to approve the above Resolution by \_\_\_\_\_seconded by

ROLL CALL:

\_\_Ms. Hernandez \_\_Mr. McGrath \_\_Mr. Musella \_\_Mr. Neglia \_\_Mr. Carifi

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**R2025-023 AUTHORIZING A CONTRACT FOR THE SERVICES OF A WELLNESS COACH**

Motion to approve the above Resolution by \_\_\_\_\_seconded by

ROLL CALL:

\_\_Ms. Hernandez \_\_Mr. McGrath \_\_Mr. Musella \_\_Mr. Neglia \_\_Mr. Carifi

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**R2025-024 AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES TO MICHAEL B. LAVERY, ESQ. OF THE FIRM OF LAVERY, SELVAGGI, ABROMITIS & COHEN, P.C. AS TOWNSHIP ATTORNEY FOR THE YEAR 2025**

Motion to approve the above Resolution by \_\_\_\_\_seconded by

ROLL CALL:

\_\_Ms. Hernandez \_\_Mr. McGrath \_\_Mr. Musella \_\_Mr. Neglia \_\_Mr. Carifi

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**R2025-025 AUTHORIZING THE APPOINTMENT OF SPECIAL LAW ENFORCEMENT OFFICERS**

Motion to approve the above Resolution by \_\_\_\_\_seconded by

ROLL CALL:

\_\_\_Ms. Hernandez \_\_\_Mr. McGrath \_\_\_Mr. Musella \_\_\_Mr. Neglia \_\_\_Mr. Carifi

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**R2025-026 CONSENTING TO THE APPOINTMENT OF ANGELICA L. SABATINI AS THE DIRECTOR OF FINANCE AND CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF PARSIPPANY-TROY HILLS**

Motion to approve the above Resolution by \_\_\_\_\_seconded by

ROLL CALL:

\_\_\_Ms. Hernandez \_\_\_Mr. McGrath \_\_\_Mr. Musella \_\_\_Mr. Neglia \_\_\_Mr. Carifi

**VI. PUBLIC HEARING**

Motion to open the public hearing by \_\_\_\_\_  
Seconded by \_\_\_\_\_

ROLL CALL:

\_\_\_Ms. Hernandez \_\_\_Mr. McGrath \_\_\_Mr. Musella \_\_\_Mr. Neglia \_\_\_Mr. Carifi

Motion to close the public hearing by \_\_\_\_\_  
Seconded by \_\_\_\_\_

ROLL CALL:

\_\_\_Ms. Hernandez \_\_\_Mr. McGrath \_\_\_Mr. Musella \_\_\_Mr. Neglia \_\_\_Mr. Carifi

**VII. ADJOURNMENT**

**MOTION TO ADJOURN MEETING:**

**SECONDED BY:**

**ROLL CALL:**

\_\_\_Ms. Hernandez \_\_\_Mr. McGrath \_\_\_Mr. Musella \_\_\_Mr. Neglia \_\_\_Mr. Carifi