

## CAUCUS MEETING MINUTES

April 1, 2025

7:00 P.M.

Mayor Jakubowski called the meeting to order.

**MAYOR'S STATEMENT:** "Notice of this meeting has been provided in a legal notice published in the Courier Post and the Retrospect; and posted in accordance with Title 10 of the New Jersey Statutes Annotated, specifying a 7:00 p.m. meeting time; and that formal action may or may not be taken at all Caucus and Commissioners meetings. Please be advised that this meeting is not being videotaped tonight."

Flag Salute/Exit Designations

**Roll Call:** Mayor Jakubowski, Commissioner Lee and Commissioner Whitman were in attendance.

Those additionally in attendance were Solicitor Jennifer McPeak, Borough Engineer Steve Bach, Danielle Ingves, Municipal Clerk, Kurt Bicking, OEM, Brian Conte, EMS, RJ Callaway, Assistant Superintendent of Public Works

Commissioner Lee made a motion to approve meeting minutes from March 18, 2025, seconded by Commissioner Whitman. All in favor-motioned carried.

**2025-73 Authorizing the Appointment of David Bauer, Chief, for the Borough of Audubon. The foregoing motion was approved by Commissioner Lee and seconded by Commissioner Whitman. Unanimous Roll Call Vote**

**2025-74 Authorizing the Appointment of John Gaspari, Captain, for the Borough of Audubon. The foregoing motion was approved by Commissioner Whitman and seconded by Commissioner Lee. Unanimous Roll Call Vote**

**2025-75 Authorizing the Appointment of Candice Gorman, Lieutenant, for the Borough of Audubon. The foregoing motion was approved by Mayor Jakubowski and seconded by Commissioner Lee. Unanimous Roll Call Vote**

Oaths of Office were administered by Commissioner Lee to Chief David Bauer, Captain John Gaspari and Lieutenant Candice Gorman.

### **ORDINANCES FOR ACTION:**

#### **2025-02 CALENDAR YEAR 2025 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK**

First Reading/Introduction – April 1, 2025 – Second Reading/Public Hearing – May 6, 2025

Motion to introduce was made by Commissioner Whitman and seconded by Commissioner Lee. Unanimous Roll Call Vote

**2025-03 AN ORDINANCE OF THE BOROUGH OF AUDUBON, COUNTY OF CANDEN, STATE OF NEW JERSEY AMENDING CHAPTER 54 OF THE CODE OF THE BOROUGH OF AUDUBON ENTITLED "STREETS AND SIDEWALKS AND OTHER PUBLIC PLACES".**

First Reading/Introduction – April 1, 2025 – Second Reading/Public Hearing – May 6, 2025

Motion to introduce was made by Mayor Jakubowski and seconded by Commissioner Whitman. All in favor motion carried.

**RESOLUTIONS FOR ACTION:**

**RESOLUTION 2025-69 Authorizing Increasing Deferred Local School Tax** The foregoing motion was approved by motion of Commissioner Whitman and seconded by Commissioner Lee. Unanimous Roll Call Vote.

**RESOLUTION 2025-70 Certifying the Borough of Audubon's Board of Commissioners' Compliance with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"** The foregoing motion was approved by Commissioner Lee and seconded by Commissioner Whitman. Unanimous Roll Call Vote.

**RESOLUTION 2025-71 Resolution Introducing the 2025 Municipal Budget at the Public Hearing on May 6, 2025 and can be read by Title Only.** The foregoing motion was approved by motion of Commissioner Whitman and seconded by Commissioner Lee. Unanimous Roll Call Vote.

**RESOLUTION 2025-72 Authorizing the Suspension of a Portion of Chapter 6, Alcoholic Beverages, in the Code of the Borough of Audubon for specific dates in 2025.** The foregoing motion was approved by motion of Commissioner Lee and seconded by Commissioner Whitman. All in favor motion carried.

**RESOLUTION 2025-76 Ratifying The Aubrey Group in the filing of a Grant Application with Agriculture, Rural Development, Food and Drug Administration for Congressionally Directed Spending for FY 2026 that will provide funds to purchase a new Fire Engine** The foregoing motion was approved by Mayor Jakubowski and seconded by Commissioner Lee. All in favor motion carried.

**RESOLUTION 2025-77 Ratifying The Aubrey Group in the filing of a Grant Application with T-Mobile for the T-Mobile Hometown Grant FY 2025 that will provide funds to purchase a new portable stage.** The foregoing motion was approved by Commissioner Lee and seconded by Commissioner Whitman. All in favor motion carried.

**RESOLUTION 2025-78 Ratifying The Aubrey Group in the filing of a Grant Application with The Dickey Foundation for the Dickey Foundation Grant FY 2025 that will provide funds to purchase/install vehicle bollards** The foregoing motion was approved by Commissioner Whitman and seconded by Commissioner. All in favor motion carried.

## **Department Reports:**

**Assistant Superintendent of Public Works** – Report submitted. Working on turf field, mulching and getting ready for opening day. Two workers received their CDLs. Submitted the grant to The Aubrey Group and prepping for Audubon Day. Mayor Jakubowski asked if he had been contacted by the Memorial Grove Committee and stated that he will be soon as the next Trex bench is to be installed there to replace the older one.

**Chief Finance Officer** – Excused due to an emergency.

**Borough Clerk** – Financial Disclosure emails will be going out as well as the cybersecurity reminder email. All needs to be completed by April 30. Municipal Election is Tuesday, May 13, 2025. There will be no early voting in Municipal Election. Deadline to register to vote is April 22. Deadline to apply for a Mail-in Ballot by mail is May 6. Primary election changed to Tuesday, June 10, 2025. Caucus is moved back to June 3 and has been advertised.

**Tax Collector** – Report submitted. Excused.

**Tax Assessor** – Nothing to report. Excused.

**Police Chief** - Report submitted. Excused

**Fire Chief** – Report submitted. Excused.

**OEM** – Report submitted. EOP is currently being worked on. What is the current chain of command with no Borough Administrator? Public Safety, Public Works and then Finance Commissioners in that order will be the chain of command moving forward. Working to get all fire vehicles replaced at no cost hopefully by next year.

**EMS** – Report submitted. Audubon 79 calls with a total call for 199 for the month.

**Municipal Court Administrator** – Excused.

**Construction Code/Zoning Report** - Reports submitted.

**Engineer** – Report submitted. Commissioner Whitman asked the status of Wright's Alley. S. Bach stated that the timeline is late summer.

**Solicitor** – Nothing to report.

**Library** – Report submitted. Monthly calendar is on website and social media. Library week is April 7-13 and a lot of fun programs and goodies and will be celebrating all week. There is no registration required for these programs. The mayor mentioned that the library hosted a few new programs such as a clothing swap where the remaining clothes were donated to a domestic violence shelter and Maker's Day was very successful as well. They had about 45 people attend and paint bird houses.

**FJW Recreation & Community Center** - YMCA registration is open. Details are on our website and social media. Camp runs June 23 through August 29. March – 4 private parties, 3 Non-Profits Events and 1 Business/Fundraising Event April – scheduled 4 private parties and Audubon Day is Saturday, April 26.

**Sustainable Audubon** – Report submitted. Flower sale is ongoing. Orders are due April 10. Proceeds benefit the street tree initiative. Next meeting is scheduled for Wednesday, April 2 at 7 pm. It's April so that means Earth Day and Audubon Day. Check out their website and Facebook page.

**Board of Commissioners Reports:**

**Commissioner Lee** – Congratulations to Chief Bauer, Captain Gaspari and Lieutenant Gorman. Had the privilege of talking with Chief Tassi yesterday on his last day. All has been completed for his retirement. The APD has a great future in leadership ahead of them. They are in great shape.

**Commissioner Whitman** – Tonight is a great night for our police department. Had the pleasure of working with these guys and as a resident, happy to see these promotions. I am very happy to see our future leadership in the room as well. Not everyone always steps up to the plate. Thank you both for jumping in and I know we will be in good hands.

**Mayor Jakubowski** – Park improvements are coming in the first week in May. It hit me last week how monumental tonight is. However, when I saw the previous Mayor, Francis Ward at the retirement party, I realized that when he brought on a new patrolman over 40 years ago, I am sure he didn't know what a lasting effect it would have on the town. Chief Tassi had such great leadership that the turnover was seamless. Dave, John and Candice are not only great officers, but they are great human beings. Audubon is a phenomenal town and will continue to be because of these people. I would also like to extend my gratitude to the guys in Public Works over at the Defender building and to the employees that are here tonight. Your jobs got a little more difficult last month. Thank you for the hard work and I don't believe my colleagues are concerned either.

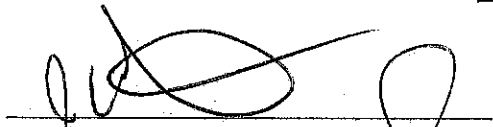
**Open Session:** Commissioner Lee made a motion to open the meeting to the public; seconded by Commissioner Whitman. All in favor; motion carried.

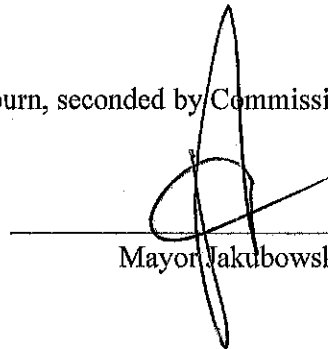
No comments from the public.

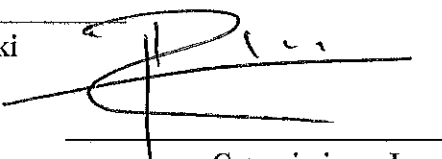
Commissioner Whitman made a motion to close the meeting to the public; seconded by Commissioner Lee. All in favor motion carried.

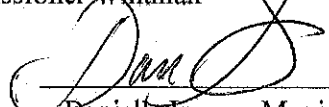
Commissioner Lee made a motion to adjourn, seconded by Commissioner Whitman. All in favor motion carried.

Meeting Adjourned at 7:38 pm.

  
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Commissioner Whitman

  
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Mayor Jakubowski

  
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Commissioner Lee

ATTEST:   
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Danielle Ingves, Municipal Clerk

DATE APPROVED : 