



BOROUGH OF LAKE COMO
1740 MAIN STREET
LAKE COMO, NJ 07719
(732) 681-3232
AGENDA

DATE: NOVEMBER 5, 2025 7:30 PM
REGULAR MEETING

MEETING CALLED TO ORDER

SALUTE TO FLAG AND MOMENT OF SILENT REFLECTION

SUNSHINE LAW

Introduction as required under the Sunshine Law: Adequate notice of this meeting has been provided by the adoption of a Resolution by the Mayor and Council on the seventh day of January 2025 in which Resolution the time and place of Agenda and Regular Meetings commencing with January 7, 2025 were set forth. Notice of same was delivered to the Asbury Park Press, the Coast Star and TAPinto and a copy of the notice was posted on the borough website at www.lakecomonj.org and on the bulletin board in Borough Hall. All meetings are open to the public.

ROLL CALL

Douglas Witte
Hawley Scull
Christopher D'Antuono
Nicholas DeMauro
Peter Ventrice
Heather Albala-Doyle

APPROVAL OF MINUTES

Minutes from the October 21, 2025 Meeting

COMMUNICATIONS, PROCLAMATIONS & PRESENTATIONS

Proclamation Honoring Police Chief Tina Scott –
Recipient of The Outstanding Women in Government Award

REPORTS OF COMMITTEES

UNFINISHED BUSINESS

PUBLIC COMMENTS ON NEW BUSINESS

CONSENT AGENDA

All items listed under this section are considered to be routine by the Borough Council and will be enacted by one motion. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

NEW BUSINESS

Ordinance 2025-14

Second Reading and Public Comments
Establishing a Shade Tree Commission
Offered by Councilman Ventrice

Resolution 2025-136

Payment of Bills
Offered by Councilwoman Scull

Resolution 2025-137

Payment of NJNG Bill
Offered by Councilwoman Albala-Doyle

Resolution 2025-138

Appointing Electrical Subcode Official
Offered by Councilman D'Antuono

PUBLIC COMMENTS

NEXT MEETING

The next regular meeting of the Mayor and Council will be held on Tuesday, December 2, 2025, at 7:30 PM in the Lake Como Meeting Room. All meetings are open to the public.

MOTION TO ADJOURN

Proclamation

Honoring Police Chief Tina Scott

Recipient of The Outstanding Women in Government Award

WHEREAS, Police Chief Tina Scott has dedicated her career to the noble profession of law enforcement, serving with integrity, leadership, and compassion; and

WHEREAS, Chief Scott began her career with the South Belmar Police Department before transferring to Belmar, where her commitment to public safety and community service quickly distinguished her as a leader among her peers; and

WHEREAS, through years of dedication and exemplary service, Chief Scott's professionalism and vision led her to become the Police Chief of the Borough of Belmar in 2020, where she continues to serve with honor and distinction; and

WHEREAS, Chief Scott has exemplified the highest standards of public service, ensuring the safety and well-being of the citizens of both Lake Como and Belmar, while fostering collaboration and respect between the two communities; and

WHEREAS, Chief Scott has also been a steadfast advocate for the advancement of women in government, mentoring and empowering future leaders and breaking barriers within the field of law enforcement; and

WHEREAS, in recognition of her achievements and lasting contributions, The New Jersey State League of Municipalities, in conjunction with the League's Women in Municipal Government Committee, will be honoring Chief Scott on November 19, 2025 with the Outstanding Women in Government Award, a distinction that is both fitting and well deserved; and

WHEREAS, Chief Scott's career stands as a testament to her perseverance, leadership, and unwavering commitment to the principles of service, equality, and excellence in government.

NOW, THEREFORE, BE IT PROCLAIMED that the Mayor and Council of the Borough of Lake Como do hereby honor and congratulate Police Chief Tina Scott for her outstanding accomplishments, her service to our communities, and her continued contributions to the advancement of women in government. Her dedication and achievements have set a shining example for others to follow, and we proudly join in celebrating her well-deserved recognition by naming November 19th as Chief Tina Scott Day in the Borough of Lake Como.

Dated: November 5, 2025

Kevin G. Higgins
Mayor of the Borough of Lake Como



BOROUGH OF LAKE COMO

ORDINANCE 2025-14

**ORDINANCE AMENDING CHAPTER 2, ARTICLE V, "BOARDS, COMMITTEES
AND COMMISSIONS" OF THE REVISED GENERAL ORDINANCES
OF THE BOROUGH OF LAKE COMO ESTABLISHING THE BOROUGH
OF LAKE COMO SHADE TREE COMMISSION**

SECTION I. Chapter 2, Article V of the Revised General Ordinances of the Borough of Lake Como is hereby supplemented as follows:

§ 2-44 SHADE TREE COMMISSION

§ 2-44.1 Establishment of Shade Tree Commission; Membership; Terms

- A. Under the authority of N.J.S.A. 40:64-1, *et seq.*, there is hereby established a Commission which shall be known as the Borough of Lake Como Shade Tree Commission. The Commission shall be comprised of five (5) members and two (2) alternates, all of whom shall be residents of the Borough and shall serve without compensation. The Mayor shall appoint all of the members and alternates of the Commission.
- B. The first commissioners shall be appointed within 60 days after the ordinance providing for the Commission shall become effective, and their terms of office shall commence upon the day of their appointment and be for the respective periods of one, two, three, four and five years, beginning on January 1 next succeeding such appointment.
- C. The terms of office of the Commission alternates shall be five (5) years, and each position shall be respectively designated "Alternate No. 1" and "Alternate No. 2"; with the terms of those alternates first appointed beginning the day of appointment and expiring on the last day of December following respective initial terms of four and five years; the terms of said initial appointments to be designated in their respective appointments.
- D. All other appointments, except to fill vacancies, shall be made to take effect the first day of January of each year for a full term of five years.
- E. Any vacancy occurring in the membership of the Commission by reason of death, resignation or removal shall be filled for the unexpired term by an appointment by the Mayor.
- F. In addition to the members and alternates, the Mayor may appoint one or more members of the Borough Council to serve as non-voting liaisons to the Commission to serve from January 1 to December 31 of each year.

- G. The alternates shall serve during the absence or disqualification of any member(s). An alternate may participate in all proceedings, but may vote only in the event of the absence or disqualification of a member. A vote shall not be delayed so that a member may vote instead of an alternate, or vice versa.

§2-44.2 Organization; Officers; Employees

Within thirty (30) days after the initial appointment of its total membership for the remainder of the then calendar year, and thereafter annually within the first thirty (30) days of each year, the Commission shall organize and reorganize by:

- A. Electing of one of its members as Chairperson.
- B. Electing one if its members Vice Chairperson.
- C. Appointing a secretary, who need not be a member of the Commission and shall be responsible for making, keeping, and preserving minutes and records of its meetings and activities, and annually reporting to the governing body. Copies of all minutes and records of its meetings and activities shall be filed with the Borough Clerk.

§2-44.3 Powers; Duties; Responsibilities

The Borough of Lake Como Shade Tree Commission shall possess and be vested with the following powers:

- A. To advise the governing body in developing and effecting policy over the regulation, planting, and care of shade and ornamental trees now located or which may hereafter be planted in or adjacent to any public highway, park or parkway, other than county parks or parkways.
- B. To make recommendations to the governing body regarding the planting, trimming, spraying, care and protection of shade and ornamental trees now located or which may hereafter be planted in or adjacent to any public highway, park or parkway, including regulation and control of the ground surrounding same so far as may be necessary for proper growth, care and protection.
- C. To make recommendations to the governing body regarding the administration of treatment to or removal of any tree on public or private property which is believed to harbor a disease or insects readily communicable to neighboring healthy trees. If public safety requires immediate removal of a tree, no prior notice to any property owner shall be necessary.
- D. To develop a program of tree planting and overall beautification in public areas, including recommendations for plantings between the curblin and the sidewalk abutting property, or in the area of the property abutting the street or curblin where no sidewalk is present (the "verge"), developing a list of sites throughout the Borough for the replacement of trees or the addition of new trees, and regularly updating the list to reflect the replacement or removal of preexisting trees.

- E. To prepare a survey of existing trees within the public areas and to develop a master plan for the care and control of existing shade trees and ornamental trees and the planting of new trees throughout the Borough.
- F. To establish the criteria, standards, guidelines and recommendations, including recommendations as to specific appropriations, for the use of funds collected in the Lake Como Tree Replacement Fund, provided, however, that the expenditure of said funds shall be subject to final approval by the governing body.
- G. To develop and maintain a recommended tree species list.

§ 2-44.4 Annual appropriation

- A. During December in each year, the Commission shall certify to the Borough Council the estimated sum necessary for the proper conduct of its work during the ensuing fiscal year, to include the sums estimated for such of the following items as it is anticipated expenditure will be made for, that is:
 - (1) Payment of wages and salaries of employees.
 - (2) Expenses of Commission members in discharging official duties, including expenses incident to attendance at professional meetings.
 - (3) Purchase of trees and shrubbery.
 - (4) Purchase of necessary equipment and materials and the cost of services for the prudent promotion of the work, including expenses for tree planting, trimming, treatment and removal.
- B. The Borough Council shall annually appropriate such sum as it may deem necessary for said purposes either from general funds or the Tree Replacement Fund or both.
- C. The Commission may accept gifts or donations from public-spirited citizens for use for Commission purposes.

§ 2-44.5 Tree topping

It shall be unlawful as a normal practice for any person or firm to top any street tree, park tree or other tree on public property. "Topping" is defined as the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree. Trees severely damaged by storms or other causes or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from this chapter at the determination of the Commission.

§ 2-44.6 Pruning; corner clearance

Property owners shall remove all dead, diseased, or dangerous trees or broken or decayed limbs which constitute a menace to the safety of the public. In accordance with §17-10.4, trees planted

within twenty (20') feet from an intersection shall be trimmed to a distance of at least ten (10') feet above the curb line. The Borough or Commission shall have the right, but not the obligation, to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a streetlight, visibility of any traffic control device or sign, or passage on a public street or sidewalk.

§ 2-44.7 Property owners' responsibility; prerequisites to planting in the verge

Trees planted or existing between the curblines and the sidewalk abutting property, or in the area of the property abutting the street or curblines where no sidewalk is present (the "verge"), are the responsibility of the property owner, subject, however, to the authority of the Borough and Commission as provided in this section. The property owner is required to maintain the area between the curblines and the sidewalk and the area abutting the street or curblines where no sidewalk is present (the "verge"). The abutting property owner may plant street trees in the verge, or the Commission may plant street trees in the verge at the request of the abutting property owner, provided the Commission determines that doing so is consistent with the plan developed and approved by counsel pursuant to §2-44.3(D). The Borough or Commission may only plant trees in the verge adjacent to residential private property with the consent of the owner.

§ 2-44.8 Attachment of items to curbside trees prohibited.

It is unlawful to attach, in any manner, chains or signs of any sort to any street tree, park tree or other tree on public property or to place nails into such tree.

§ 2-44.9 Violations and penalties; enforcement.

- A. Any person violating the provisions of this Ordinance shall be subject to a fine in an amount not exceeding \$1,500 for each violation, and the Borough of Lake Como Municipal Court shall have jurisdiction over actions for the violation hereof.
- B. This Ordinance shall be enforced by like proceedings and process, and the practice for the enforcement thereof shall be the same as that provided by law for the enforcement of the ordinances of the Borough.
- C. The officers authorized by law to serve and execute process in the aforementioned courts shall be the officers to serve and execute any process issued out of any court under this chapter.
- D. In addition, any person who removes or destroys a tree in violation of ordinance and regulation may be subject to pay a replacement assessment as per N.J.S.A. 40:64-12.

§ 2-44.10 Limitation of liability.

Nothing contained in this chapter shall be construed to make the Shade Tree Commission or any member thereof, or the Borough, responsible for the death or injury of any person or for any injury to any property or highway tree or shrub.

SECTION II. If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision,

clause or provision so adjudicated and the remainder of the Ordinance shall be deemed valid and effective.

SECTION III. All Ordinances or parts of ordinances inconsistent with or in conflict with the ordinance are hereby repealed to the extent of such inconsistency.

SECTION IV. This Ordinance shall take effect 20 days after final passage, adoption and publication according to law.

SO ORDAINED as aforesaid.

Adopted on First Reading
Dated: October 21, 2025

Amy L. Boney, RMC
Borough Clerk

Adopted on Second Reading
Dated: _____

Amy L. Boney, RMC
Borough Clerk

Approval by the Mayor on This ____ Day Of _____, 2025

Kevin G. Higgins, Mayor

Resolution 2025 - 136

Be it resolved by the Mayor and Council of the Borough of Lake Como that the proper officers be directed and authorized to make payment from the following accounts:

<u>CURRENT ACCOUNT:</u>	
Per Attached Bill List:	\$ 181,745.17
<u>WATER ACCOUNT:</u>	
Per Attached Bill List:	\$ 2,850.71
<u>GENERAL CAPITAL FUND:</u>	
Per Attached Bill List:	\$ 975.06
<u>TRUST OTHER ACCOUNT:</u>	
Per Attached Bill List:	\$ 3,243.54
<u>ESCROW TRUST ACCOUNT:</u>	
Per Attached Bill List:	\$ 3,334.80
<u>TOURISM ACCOUNT:</u>	
Per Attached Bill List:	\$ 2,674.50
<u>ACH WIRE PAYMENTS:</u>	
Per Attached Bill List:	\$ 124,504.10
TOTAL:	\$ 319,327.88

Dated: November 5, 2025

Kevin G. Higgins
Mayor

Douglas Witte
Council President

Certification

I hereby certify that the foregoing Resolution to be a true and exact copy of the Resolution adopted by the Lake Como Borough Council at its meeting held on November 5, 2025.

Amy L. Boney
Borough Clerk

11-5-25 BILL LIST

PURCHASE ORDER LIST:

Vendor Name	Description	Amount
AMAZON BUSINESS	Dog Waste Bags, 6000 count	149.99
AMAZON BUSINESS	Dog Waste Station	249.99
AMAZON BUSINESS	Pickleball Court Rules Sign	24.99
AMCO SERVICES GROUP, INC.	MONTHLY PEST CONTROL OCTOBER	110.00
ATLANTIC PLUMBING SUPPLY CORP	2" FLANGE GASKET	19.21
BOROUGH OF BELMAR	2025 SS: Municipal Court	108,317.08
BOROUGH OF BELMAR	2025 SS: Fire Official	6,419.25
BOROUGH OF BELMAR	2025 SS: Fire Department	33,784.87
THE COAST STAR	LEGALS AND AFFIDAVITS 10/23/25	141.52
THE COAST STAR	TAX SALE DISPLAY 10/30/25	69.68
OPTIMUM	CABLE WIFI PHONE OCT-NOV BORO	378.40
OPTIMUM	CABLE WIFI PHONE OCT-NOV DPW	294.03
OPTIMUM	CABLE WIFI PHONE OCT-NOV PARK	177.94
COSTCO WHOLESALE CLUB	LAKE CLEAN UP AND DPW	328.57
CRANEY'S INTERPRETING SERVICES	INTERPRETING SERVICE 10/22/25	140.00
DELISA WASTE SERVICES	TIPPING FEES OCT 1-15,2025	2,474.83
DELISA WASTE SERVICES	MONTHLY RECYCLING SERVICE NOV	5,166.67
DELISA WASTE SERVICES	MONTHLY TRASH SERVICE NOV	10,333.33
DENTAL SERVICE ORGANIZATION	EMPLOYEE DENTAL NOVEMBER	198.27
ELLCOTT NETWORK CONSULTANTS	3YR ADV SONIC WALL SECURITY	739.50
ELLCOTT NETWORK CONSULTANTS	3YR ADV SONIC WALL SECURITY	739.50
FERGUSON ENTERPRISES INC.	DOG PARK FOUNTAIN SUPPLIES	10.10
FERGUSON ENTERPRISES INC.	DOG PARK FOUNTAIN SUPPLIES	300.29
FERGUSON ENTERPRISES INC.	DOG PARK FOUNTAIN SUPPLIES	19.20
FRANCOTYP POSTALIA, INC.	POSTAGE MACHINE LEASE NOV	117.00
GOOD FRIEND ELECTRIC	ELECTRICAL SUPPLIES DPW	169.76
GOOD FRIEND ELECTRIC	ELECTRICAL SUPPLIES DPW	30.00
H2M ASSOCIATES, INC.	1808 FERNWOOD SITE PLAN REVIEW	236.40
H2M ASSOCIATES, INC.	1808 FERNWOOD SITE PLAN REVIEW	295.50
H2M ASSOCIATES, INC.	1844 FERNWOOD SITE PLAN REVIEW	689.50
H2M ASSOCIATES, INC.	1701 NEWMAN SITE PLAN REVIEW	433.40
H2M ASSOCIATES, INC.	1701 NEWMAN SITE PLAN REVIEW	118.20
H2M ASSOCIATES, INC.	1844 FERNWOOD SITE PLAN REVIEW	429.00
H2M ASSOCIATES, INC.	SKORA MAJOR SUB 22ND AVE	295.50
H2M ASSOCIATES, INC.	3 RIPLEY LANE SITE PLAN REVIEW	177.30
H2M ASSOCIATES, INC.	GENERAL SERVICE	137.90
JAEGER LUMBER	CABLE TIES	13.99
JAEGER LUMBER	2X4X10 TREATED	46.20
JCP&L	ELECTRIC SERVICE BORO	1,061.61

JCP&L	ELECTRIC SERVICE DPW	221.08
JCP&L	ELECTRIC SERVICE GAZEBO	237.43
JCP&L	ELECTRIC SERVICE NEW BEDFORD	10.28
JCP&L	ELECTRIC SERVICE 22ND MAIN	56.38
JCP&L	ELECTRIC SERVICE 22ND B15L2	80.28
JCP&L	STREET LIGHTING	2,832.56
JCP&L	STREET LIGHTING	12.24
JCP&L	STREET LIGHTING 18TH AVE LIGHT	36.08
JEANNETTE JIMENEZ	CLEANING SERVICE OCT 2025	392.00
JONATHAN GREEN	Field Maintenance Supplies	582.77
KEPWEL SPRING WATER CO.	WATER COOLER DPW	10.00
KEPWEL SPRING WATER CO.	WATER COOLER BORO HALL	10.00
KEPWEL SPRING WATER CO.	WATER SERVICE DPW	25.25
KEPWEL SPRING WATER CO.	WATER SERVICE BORO HALL	25.25
LEON S. AVAKIAN, INC.	615 17TH AVE GRADING REVIEW	165.00
LEON S. AVAKIAN, INC.	1844 FERNWOOD RD GRADING REV	165.00
LEON S. AVAKIAN, INC.	726 18TH AVE GRADING REVIEW	330.00
COUNTY OF MONMOUTH	STREET SWEEPING 9/24/25	1,014.50
COUNTY OF MONMOUTH	STREET SWEEPING 10/8/25	1,014.73
COUNTY OF MONMOUTH	STREET SWEEPING 10/23/25	850.89
MONMOUTH COUNTY SPCA	ANIMAL CONTROL SERVICE SEP 25	210.00
NJ GRAVEL & SAND CO	STONE DUST FOR BALL FIELD	72.16
NJ GRAVEL & SAND CO	CONCRETE MIX	220.50
NJ GRAVEL & SAND CO	TOPSOIL	93.00
NJ NATURAL GAS CO	GAS SERVICE BORO	55.00
NJ NATURAL GAS CO	GAS SERVICE DPW	67.68
NJ NATURAL GAS CO	GAS SERVICE DPW REAR GARAGE	55.00
RAINONE COUGHLIN MINCHELLO LLC	MONTHLY LEGAL SERVICE NOVEMBER	2,125.00
RTLFL-NJ II LLC	REDEMPTION TTL 24-0001 B8 L11	1,967.77
RTLFL-NJ II LLC	PREMIUM TTL 24-0001 B8 L11	600.00
SCREEN STYLES	LAKE COMO DAY 2025 APPAREL	2,674.50
RIO SUPPLY, INC D/B/A SLC MET	2" Meter	1,560.00
RIO SUPPLY, INC D/B/A SLC MET	2" Meter Flange Kit	172.00
BOROUGH OF SPRING LAKE	25% GRINDING OF BRUSH & TREES	1,375.00
TAYLOR HARDWARE	HARDWARE STORE OCTOBER	126.02
TREASURER-STATE OF NEW JERSEY	SAFE DRINKING WATER ANNUAL OP	360.00
VAN WICKLE AUTO SUPPLY, INC.	AUTO SUPPLIES 10/2/25	35.76
VAN WICKLE AUTO SUPPLY, INC.	AUTO SUPPLIES 10/8/25	63.45
VERIZON	DISPATCH PHONE OCTOBER	80.75

PURCHASE ORDER TOTAL:

194,823.78

ACH PAYMENT LIST:

10-22-25 PAYROLL	44,529.52
11-3-25 EMPLOYEE HEALTH BENEFITS	34,344.16
11-5-25 PAYROLL	45,630.42

ACH PAYMENT TOTAL: 124,504.10

GRAND TOTAL: 319,327.88

Resolution 2025 - 137

Be it resolved by the Mayor and Council of the Borough of Lake Como that the proper officers be directed and authorized to make payment from the following account:

CURRENT ACCOUNT:

NJ Natural Gas Co.

PB&G OE

\$ 177.68

Dated: November 5, 2025

Kevin G. Higgins
Mayor

Douglas Witte
Council President

Certification

I hereby certify that the foregoing Resolution to be a true and exact copy of the Resolution adopted by the Lake Como Borough Council at its meeting held on November 5, 2025.

Amy L. Boney
Borough Clerk

**RESOLUTION 2025-138
APPOINTING ELECTRICAL SUBCODE OFFICIAL**

WHEREAS, due to the retirement of the Borough's current Electrical Subcode Official, there is a vacancy in that position; and

WHEREAS, Glen Brown of Point Pleasant, New Jersey, License Number 9429 has all the qualifications to fill this vacancy.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council that Glen Brown is hereby appointed to the position of Electrical Subcode Official for the Borough of Lake Como, filling the unexpired four year term, commencing December 1, 2025, terminating December 31, 2025.

Dated: November 5, 2025

Kevin G. Higgins
Mayor

Douglas Witte
Council President

Certification

I hereby certify that the foregoing Resolution to be a true and exact copy of the Resolution adopted by the Lake Como Borough Council at its meeting held on November 5, 2025.

Amy L. Boney, RMC
Borough Clerk