

Minutes of Meeting

The meeting of the Board of Commissioners was held on the above date at 6:00 p.m. as a remote meeting in accordance with the amended Open Public Meetings Act. Mayor Del Duca called the meeting to order.

Pledge to the flag:

Sunshine Notice:

Roll Call: Mayor Del Duca
Commissioner Damm
Commissioner Rubino

Approval of Minutes: September 23, 2025 Minutes

Motion to approve: Commissioner Rubino, Commissioner Damm 2nd
Roll Call: Mayor Del Duca – Yes
Commissioner Damm – Yes
Commissioner Rubino - Yes

Approval of bill list: \$ 43,923.56

Motion to approve: Commissioner Rubino, Commissioner Damm 2nd
Roll Call: Mayor Del Duca – Yes
Commissioner Damm – Yes
Commissioner Rubino - Yes

Resolution by Consent Agenda:

- Resolution #28-2025 Affirming Civil Rights Policy
- Resolution #29-2025 Update Personnel Policy and Procedures
- Resolution #30-2025 2025 Budget Cancellation
- Resolution #31-2025 Setting Date for 2026 Reorganization Meeting
- Resolution #32-2025 SSA with Camden County for Unhoused Residents

Mayor Del Duca confirmed the 2026 Reorganization date would be Tuesday, January 6 at 4:00p and verified the Personnel Policy language was reviewed by Solicitor Platt.

Motion to approve: Commissioner Rubino, Commissioner Damm 2nd
Roll Call: Mayor Del Duca – Yes
Commissioner Damm – Yes
Commissioner Rubino - Yes

Old business:

Mayor Del Duca is in communications with Haddonfield for the shared service agreement and will advise when there is an agreement on the calculation for Tavistock's portion.

New business:

The Best Practice Questionnaire was submitted by October 24th. This year the Inventory consists of seventy (70) questions addressing core competencies (37), best practices (13), and unscored survey (20). The questions cover the following topics:

- | | | | |
|-------------------|----------------------------|--------------------|----------------------|
| • Personnel | • Financial Administration | • Lead Remediation | • Procurement |
| • Technology | • Ethics | • Transparency | • Opportunity Zones |
| • Budget | • Capital Projects | • Redevelopment | • Emergency Services |
| • Shared Services | • Utilities | • Environment | • Insurance |

The following Core Competencies and Best Practice questions were answered no for the following reasons:

- Borough does not have a Storm Recovery Trust (Q02)
- Annual Financial Statement was filed on March 10th rather than on the required due date. (Q04)
- Borough does not have an advisory committed to discuss additional revenues. (Q08)
- Borough does not have a charging station installed on borough property (Q13)
- Note Sale was not published, and an Official Statement was not disclosed. No debt is issued. (Q17)
- Borough has not adopted a more stringent policy for CTC Surety Bond (Q18)
- Borough has not adopted a more stringent policy for Court Surety Bond since we are in a SSA with Haddonfield. (Q19)
- Borough has not adopted a more stringent policy for CFO Surety Bond (Q21)
- Borough does not have state fees for lead inspections to pay to the State. (Q34)
- Employment application does not include a question about disqualification for criminal conviction under NJSA 2C:51.2.d. (Q44)
- Borough does not cross-checking vendors with NJDOL Workplace Accountability in Labor List. No capital projects. (Q54)
- Borough does not have Union “Side Letter” or “Side Bar” Agreements to post on the Borough website. (Q64)

To receive a full December state aid payment, we would need to score at least twenty-nine (32) points. Tavistock’s score is 34.50 points and will not lose state aid in 2025.

Public Participation: None

Motion to adjourn: Commissioner Rubino, Commissioner Damm 2nd

Roll Call: All in favor.

Meeting Adjourned at 6:10 p.m.

Respectfully submitted,

Denise K. Moules, Borough Clerk