

**LINWOOD COMMON COUNCIL**  
**CAUCUS MINUTES**  
**January 28, 2026**

Council President Ford called the meeting to order at 6:01 P.M., noting that the meeting had been advertised in compliance with the requirements of the Open Public Meetings Act.

1. Roll Call

Present: Mayor Darren Matik; Councilwoman Blair Albright; Councilman Ken Kelly; Councilman Matt Levinson; Councilman Michael Salerno; Councilman Adam Walcoff; and Council President Eric Ford

Absent: Councilman Todd Michael

Also Present: Joseph L. Youngblood, Jr., City Solicitor; CJ Kaenzig, Engineer's Office; Chief Steve Cunningham, Police Department; Captain Frank Gabriel, Fire Department; Chief Marty Walley, Fire Department; Anthony Strazzeri, CFO; Colleen Kaufelds, Park Director; and Leigh Ann Napoli, City Administrator/Municipal Clerk.

2. Approval of Minutes Without Formal Reading

Councilman Kelly motioned, seconded by Councilwoman Albright, to approve the minutes of the December 10, 2025 Caucus meeting without formal reading. All present members of Council were in favor. Motion was approved.

3. Councilwoman Albright

A. Planning, Engineering, & Development

1. Councilwoman Albright advised of an Ordinance on the agenda for final reading to vacate a portion of Pierce Avenue.
2. Councilwoman Albright reviewed a Resolution authorizing temporary signage for lacrosse registrations.
3. Councilwoman Albright advised of a Resolution authorizing temporary sponsorship signage for MUSA.
4. Councilwoman Albright discussed a Resolution authorizing Change Order No. 2-Final with Vortex Services, LLC with regard to the 2025 Sewer Lining Project, Contract No. 43. This project is complete.
5. Councilwoman Albright reviewed a Resolution approving Change Order No. 1 with Cement Works Plus LLC with regard to the Memorial Park Concrete Pads.
6. Councilwoman Albright reviewed a Resolution awarding Non-Competitive Contracts for Professional Services to Eric S. Goldstein as Planning Board Solicitor and Vincent Polistina as Planning Board Engineer.
7. Councilwoman Albright advised that there is a vacancy in the position of Construction Official/Building Inspector. The position was advertised and interviews were conducted. She asked to add Resolution No. 43 to the agenda to appoint Jim Galantino as Acting Construction Official/Building Inspector. Councilman Kelly motioned, seconded by Council President Ford, to add Resolution No. 43 to the agenda. All present members of Council were in favor. Motion was approved.

4. Councilman Kelly

A. Neighborhood Services

1. Councilman Kelly advised that Colleen Kaufelds, the Park Director, is present tonight and discussed the positive cooperation that took place to have the auxiliary field seeded and covered prior to the snowstorm. The work was completed by Millers Lawn Care and paid for by the Recreation Board's account. Phase 2 of the park improvements will fully correct the field for the future, however, this short-term maintenance will allow the field to be used soon.

Councilman Kelly – Neighborhood Services (continued)

2. Councilman Kelly also discussed the bounce back wall that has been requested by lacrosse and soccer. The Recreation Board voted and approved the project, and it is now in Council committee for review.
5. Councilman Levinson
    - A. Revenue & Finance
      1. Councilman Levinson advised of a Resolution authorizing the Tax Collector to participate in an Electronic Tax Sale.
  6. Councilman Michael
    - A. Public Safety
      1. Council President Ford advised of a Resolution on the agenda honoring John Moran upon his retirement. Sergeant Moran could not attend the meeting tonight so the Resolution will be presented at the next meeting.
      2. Council President Ford advised of a Resolution authorizing additional funds for a Non-Competitive Contract for Professional Services to Barker, Gelfand James & Sarvas, P.C. for Legal Services regarding a personnel matter.
  7. Councilman Walcoff
    - A. Public Works
      1. Councilman Walcoff advised of a Resolution authorizing the advertisement for bids for Janitorial Services.
  8. President Ford
    - A. Administration
      1. Council President Ford advised of Resolutions authorizing a Bingo License and two Raffle Licenses to Big Brothers & Big Sisters of Atlantic & Cape May Counties, and one Raffle License to Mainland Performing Arts Parents Organization.
      2. Council President Ford advised of a Resolution closing the meeting of January 28, 2026 to discuss a personnel matter.
      3. Council President Ford advised of a Resolution awarding a Contract to Triad Associates with regard to COAH compliance. This is an annual contract to monitor the City's Affordable Housing Plan.
      4. Council President Ford reviewed a Resolution to establish Escrow Accounts at OceanFirst Bank for Burwick Improvements. This is in reference to a subdivision.

At 6:09 P.M., Council President Ford called a recess.

Respectfully submitted,

Leigh Ann Napoli, RMC  
City Administrator/Municipal Clerk