

**RESOLUTION**  
**KENILWORTH, NJ**

**WHEREAS**, the Borough of Kenilworth is desirous in providing services to the Borough of Roselle Park for Certified Public Works Manager (CPWM) Services; and

**WHEREAS**, the Borough of Roselle Park, is ready, willing and able to accept said services in accordance with the State minimum standards of performance and licensure; and

**WHEREAS**, the CPWM Services will be for a period of January 1, 2026 through December 31, 2028.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Kenilworth, County of Union, State of New Jersey, that the Mayor and/or her designee is authorized to enter into and execute a shared services agreement with the Borough of Roselle Park, in substantially the form attached hereto, to provide the Borough of Kenilworth with CPWM Services.

**BE IT FURTHER RESOLVED** that the Clerk shall forward a copy of this resolution and the proposed shared services agreement to the Borough of Roselle Park.

**BE IT FURTHER RESOLVED** that in accordance with N.J.S.A. 40A:65-1 et seq., this Agreement shall be filed with the Department of Community Affairs, Division of Local Government Services.

	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Councilman Patrick Boyle						
Councilman Joseph Finistrella						
Councilwoman Toni Giordano Picerno						
Councilman William Mauro						
Councilman Douglas Piper						
Councilman Savino Scorese						
Mayor Linda Karlovitch						
ON CONSENT AGENDA	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>				

I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Kenilworth at a Meeting held on December 3, 2025.

  
Laura Reinertsen, Borough Clerk



## **SHARED SERVICES AGREEMENT**

This SHARED SERVICE AGREEMENT (the “Agreement”) is entered into this 1<sup>st</sup> day of January 2026 by and between:

Borough of Kenilworth (“Kenilworth”)  
567 Boulevard, Kenilworth, NJ 07033

AND

Borough of Roselle Park (“Roselle Park”)  
110 East Westfield Avenue, Roselle Park, NJ 07204

### **RECITALS**

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq. permits municipalities and other local units to enter into Shared Services Agreements with other governmental units by adoption of a Resolution authorizing such shared services; and,

**WHEREAS**, Kenilworth presently employs a Public Works Superintendent who holds the certification of Certified Public Works Manager (CPWM); and,

**WHEREAS**, Roselle Park is in need of certain “Contemplated Services” further defined for the purposes of the foregoing agreement as a Certified Public Works Manager (CPWM) to work as its Certified Public Works Manager (CPWM) and perform such duties outlined in N.J.S.A. 40A:9-154.6a(e); and,

**WHEREAS**, Kenilworth and Roselle Park have determined that it would be mutually beneficial to enter into the foregoing Agreement whereby Kenilworth would act as the “Lead Agency” and provide its aforementioned certified personnel, their expertise, and labor to Roselle Park to assist Roselle Park in their fulfillment of requirements of state statute and the needs of Roselle Park; and,

**WHEREAS**, the parties to this Agreement desire to enter into the same effective January 1, 2026 through December 31, 2028 which will allow the Kenilworth Certified Public Works Manager (CPWM) to provide the Contemplated Services during regular business hours and be available for public meetings when needed; and,

**WHEREAS**, Kenilworth is prepared to provide the Contemplated Services by this Shared Service Agreement to Roselle Park; and,

**WHEREAS**, the consideration for the contemplated services shall be as follows:

Sixty Thousand Dollars (\$60,000.00) for calendar year 2026  
Sixty-two Thousand Dollars (\$62,000.00) for calendar year 2027  
Sixty-four Thousand Dollars (\$64,000.00) for calendar year 2028

**NOW THEREFORE**, in consideration to the promises, mutual covenants, understanding and agreements contained in this Agreement and other good and valuable consideration, the receipt and sufficiency of which are acknowledged by all parties it is agreed by and between the parties as follows:

1. Effective January 1, 2026 through and including December 31, 2028 Kenilworth will perform all Contemplated Services, for Roselle Park as provided herein and restated here as follows:
  - A. The Kenilworth Certified Public Works Manager (CPWM) to work as its Certified Public Works Manager (CPWM) and perform such duties outlined in N.J.S.A. 40A:9-154.6a(e); and,
2. The Kenilworth Certified Public Works Manager (CPWM) will perform the duties and services outlined above for Roselle Park as-needed including, when appropriate, via remote access as necessary to perform the duties.
3. While acting in his certified capacity for Roselle Park the aforementioned Kenilworth employee will report to Roselle Park's Governing Body, or the Governing Body's designee, in all matters needed to maintain state statute, administrative regulation, continuity of operation, and professionalism, on a routine basis.

In consideration of the faithful performance of services by Kenilworth, Roselle Park consents and agrees to loan to Kenilworth a Roselle Park municipal vehicle, for use by the Superintendent of Public Works to carry out the services set forth above that require use of such a vehicle and to carry out the duties he performs. This shall specifically include take home use of this vehicle by the Superintendent of Public Works.

4. Kenilworth shall continue to provide all compensation to its personnel affected by the Agreement in the same manner as said employee is currently receiving compensation and

benefits, or with such adjustments as approved and authorized within the sole discretion of the Kenilworth Governing Body.

5. Kenilworth shall be paid for services rendered by Kenilworth in equal annual installments on a quarterly basis on April 1<sup>st</sup>, July 1<sup>st</sup> October 1<sup>st</sup> and December 1<sup>st</sup>; in accordance with the following:

Sixty Thousand Dollars (\$60,000.00) for calendar year 2026

Sixty-two Thousand Dollars (\$62,000.00) for calendar year 2027

Sixty-four Thousand Dollars (64,000.00) for calendar year 2028

6. This Agreement may be terminated by Kenilworth or Roselle Park with thirty (30) days written notice to the other party, unless mutually agreed between Roselle Park and Kenilworth that said termination should be effective earlier.

**IN WITNESS WHEREOF**, Kenilworth and Roselle Park, by and through their duly authorized representatives, have hereunder set their hand and corporate seals executing this Agreement:

**BOROUGH OF ROSELLE PARK:**

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Joseph Signorello III  
Mayor

ATTEST (ROSELLE PARK):

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Andrew J. Casais, RMC  
Municipal Clerk

Dated: \_\_\_\_\_

(SEAL)

**BOROUGH OF KENILWORTH:**

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Linda Karlovitch  
Mayor

ATTEST (KENILWORTH):

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Laura Reinertsen, RMC  
Municipal Clerk

Dated: \_\_\_\_\_

(SEAL)