



**BOROUGH OF FLORHAM PARK  
COUNTY OF MORRIS, STATE OF NEW JERSEY  
RESOLUTION #26-03**

**OPEN PUBLIC MEETINGS ACT**

**WHEREAS**, the Open Public Meetings Act requires that a public body mail to any person requesting it, copies of regular meeting schedules or revisions, and any advance notice of unscheduled meetings, and

**WHEREAS**, the aforesaid act authorizes municipalities to charge for their services a fee adequate to cover the costs;

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Florham Park, County of Morris, State of New Jersey that the following procedures and fee schedule be adopted for the year 2026:

**A. PROCEDURE**

- (1) The Borough Clerk maintains a file of meeting schedules and meeting notices for all of the public bodies in the Borough.
- (2) Requests for mailing be addressed to the Borough Clerk in writing for notices that are desired, along with advance payment of the fee according to the fee schedule specified herein.
- (3) The Boards, Commissions and Committees of the Borough notify the Borough Clerk not later than January 10th their annual schedule of meetings.
- (4) That the Boards, Commissions, and Committees of the Borough notify the Clerk not later than the beginning of office hours the morning following decision to hold a special unscheduled, rescheduled or adjourned meeting of the time, place and to extent known the agenda of said meeting; and such notice must be filed not less than 60 hours prior to the intended meeting.
- (5) The Borough Clerk will post all schedules and special notices in the space reserved therefore on the bulletin board in the Borough Hall, and will mail the notices to the persons who have so requested and paid the fees.
- (6) Boards, Commissions and Committees shall notify the designated newspapers.



## B. FEES

For all schedules and special notices of all public bodies excluding Boards of Education and the Florham Park Sewer Utility, the fee shall be set in accordance with the Ordinance Fee Schedule as outlined in the Code of the Borough of Florham Park.

Council Approval: January 6, 2026

Mark Taylor, Mayor

Attest:

Danielle M. Lewis, RMC, Municipal Clerk

**I HEREBY CERTIFY** this to be a true and correct Resolution of the Mayor and Borough Council of the Borough of Florham Park, and adopted on January 6, 2026

Danielle M. Lewis, RMC, Municipal Clerk