

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JANUARY 17, 2017 – 7:30 P.M.**

Mayor Rudolf E. Boonstra opened the Work Session Meeting at 7:30 p.m. in the second floor municipal court room.

Municipal Clerk Santimauro read the Open Public Work Session statement: "This Open Public Work Session Meeting of the Wyckoff Township Committee is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our Annual Schedule of meetings. A copy of said Annual Schedule has been posted on the Bulletin Board in Memorial Town Hall; a copy has been filed with the Municipal Clerk, The Record, The Ridgewood News and the North Jersey Herald and News – all newspapers having general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting the Agenda thereof was similarly posted, filed and mailed to said newspapers."

Present: Mayor Rudolf E. Boonstra, Committeemen Thomas J. Madigan, Brian D. Scanlan, John A. Carolan and Timothy E. Shanley

Also Present: Township Administrator Robert J. Shannon, Jr., Township Attorney Robert Landel and Municipal Clerk Joyce C. Santimauro

Mayor Boonstra opened the meeting for the ten (10) minute total public comment period for any item on or off the Agenda, two (2) minutes per speaker, with a motion from Committeeman Carolan, seconded by Committeeman Scanlan.

Timothy Buchmann, 430 Meer Avenue made comment with regard to the discussion at the last meeting relating to the Verizon Wireless request to utilize the municipal right-of-way for their wireless nodes. Mr. Buchmann suggested that the Verizon proposal was the first step in Verizon abandoning their copper landline system. He also questioned the utility of these nodes when battery back-ups expire and the phones which do not operate on copper wire are required for emergency call purposes. Mr. Buchmann provided the Township with his commentary and research to assist the governing body.

Committeeman Scanlan motioned to close the public comment period, seconded by Committeeman Carolan with an affirmative voice vote.

Mayor Boonstra advised that the Finance Committee has reviewed and signed vouchers.

Township Committee Reports:

John Carolan:

1. Mr. Carolan had the opportunity to visit several construction sites with the Construction Code Official and the Township Engineer in order to obtain a greater understanding of the challenges they confront to preserve trees on these construction sites. Sites included where the builder protected the trees to builders that disregarded trees on the construction sites. Mr. Carolan advised that he is working with Committeeman Scanlan to draft a tree ordinance and this site inspection will provide greater clarity in this regard.
2. Mr. Carolan had the pleasure to meet with newly appointed Fire Chief Tim Brock and was pleased to learn that the fire department is digitizing their training records.
3. On Monday, January 9, 2017 Mr. Carolan visited the three (3) fire companies and was pleased that the Fire Chief's report included a report from the Fire Safety Officer and Training Officer.

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4. Mr. Carolan mentioned for the benefit of those in the audience that the Wyckoff Volunteer Fire Department is conducting a “Winter Fundraiser” to be held on Friday, February 10, 2017 at the Wyckoff Family YMCA. Tickets for the “Comedy Night” will be sold at the YMCA for \$25.00 per person. 100% of the fundraiser proceeds will benefit the Wyckoff Volunteer Fire Department.
5. To date, the DPW has responded to six (6) snow/ice emergencies this year. On Saturday, January 7, 2017, during the Annual Rabies Prevention Program, DPW crews were required to salt three (3) times. However, on Sunday morning, the roads were clear and Mr. Carolan thanked the DPW for a great team effort.
6. The Finance Committee is working diligently on the 2017 Municipal Budget. Both he and Committeeman Madigan have meetings scheduled throughout the week and he has requested all department managers to bring their sharp pencils.
7. On Monday, January 9, 2017 Mr. Carolan met with the President of the PTO Coordination Council President.
8. Mr. Carolan attended the Wyckoff K-8 Board of Education Reorganization Meeting where two (2) new residents and one (1) previous resident who served on the BOE, were administered the Oath of Office for new terms. On behalf of the Township Committee, Mr. Carolan thanked the Board of Education members for serving the public.

Brian Scanlan:

1. On Saturday, January 7, 2017 Mr. Scanlan volunteered at the Annual Free Rabies Prevention Program at the DPW Garage, 475 West Main Street from 1:00 – 3:00 p.m. 175 pets received vaccinations, 75 vaccinations down from last year’s, due in part to the unpredicted snow event that day. Mr. Scanlan thanked Mr. Shannon for displaying on social media the upcoming area rabies clinics should a resident have been unable to attend the Wyckoff program due to the weather constraints.
2. A report from the Wyckoff Board of Health advised that Carol Hertenstein was again elected President. One of the board’s first actions in 2017 will be to revisit their existing user fee schedule.
3. Mr. Scanlan met with the Township Engineer to inspect a township residential building construction site in order to gain a better perspective on how the Building Department manages to preserve trees on these sites.
4. Mr. Scanlan attended the wake for former and longtime resident Mayor Jacob Van Der Eems this past week. Mr. Van Der Eems will be greatly missed in Wyckoff. Mr. Scanlan also attended the wake for long time volunteer, Betty Allen.
5. The Parks and Recreation Advisory Board conducted their first meeting of the year and Doug Arone was elected to serve as chair. Mr. Scanlan commented that he was pleased that the annual recreation equipment bid resulted with 41% of the items purchased realized a cost reduction. The very popular Chess Program for kindergarten thru 2nd grade will be extended for years 2017 & 2018.

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6. Mr. Scanlan advised that there has been discussion from the State with regard to legal notices. In the spirit of transparency, Mr. Scanlan requested that the Administrator post legal notices that the Municipal Clerk would publish on the Township's website. The Administrator will review this request.

Timothy Shanley:

1. Mr. Shanley had the privilege of attending the Wyckoff Volunteer Ambulance Corp Installation Dinner. It was an honor to attend and congratulated Captain Hook and the other volunteer members as they begin a new year of service for the residents of Wyckoff. Many of the volunteer members have responded to over 130 calls for service in 2016, truly remarkable.
2. Mr. Shanley attended his first meeting with the Zabriskie House Trustees and extended congratulations to Jim & Judy Abma who were elected co-chairs of the Zabriskie House Trust. A number of items were discussed at the meeting including upgrading the electric outlets in the Zabriskie House.
3. Mr. Shanley volunteered at the Free Rabies Prevention Program on Saturday, January 7, 2017 by issuing rabies certificates. It was a good opportunity to meet and serve the residents of Wyckoff.

Tom Madigan:

1. Mr. Madigan attended the Ramapo/Indian Hills Regional High School District Reorganization Meeting and reported that David Becker was elected President.
2. This morning, Mr. Madigan attended a Police Committee Meeting where numerous issues were discussed. Mayor Boonstra will expand on the items discussed at that meeting.
3. Mr. Madigan attended the Zabriskie House Trustees Meeting where the Zabriskie House Trustees reviewed the many successes and the status of the funding and completion of projects at this point. A request that in the future should anyone have any questions regarding the Zabriskie House, please forward them to the Township Committee Liaisons.

Mayor Boonstra:

1. Mayor Boonstra attended the wake and funeral today for former Mayor Jacob Van Der Eems. Mr. Van Der Eems was 88 years old and served on the Township Committee from 1977 to 1991. He served as Mayor in years 1980, 1985 & 1991. Prior to his service on the Township Committee, Mr. Van Der Eems volunteered five (5) years on the Planning Board and prior to that he volunteered four (4) years on the Board of Health. Jacob Van Der Eems will be sincerely missed.
2. Mayor Boonstra attended the Planning Board Reorganization Meeting where Richard Bonsignore was elected Chair. Robert Fortunato was elected Vice-Chair for 2017. At the meeting the Planning Board memorialized the resolution for the United Way of Bergen County/ Madeline Partnership to construct supportive housing at 370 Clinton Avenue for adults with developmental disabilities.

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- 3. Mayor Boonstra announced that the next Special Meeting for the RS Builders subdivision application on Smith Place in the Sicomac section is scheduled for Tuesday, January 31, 2017 at 7:30 p.m.
- 4. Mayor Boonstra also volunteered on Saturday, January 7, 2017 at the Free Rabies Prevention Program at the DPW Garage, 475 West Main Street.
- 5. On Saturday, January 14, 2017 Mayor Boonstra attended a Northwest Bergen Mayors Association Meeting at the Ramsey Borough Hall. The February meeting is scheduled to include representatives from the Northwest Bergen Sewer Utilities Authority.
- 6. Mayor Boonstra (along with Ambulance Corps Liaison Shanley) also attended the Wyckoff Volunteer Ambulance Corp Installation Dinner for 2017 Officers.
- 7. A Police Committee was conducted today with Committeeman Madigan, Labor Counsel, Police Chief Murphy and Administrator Shannon. A number of items were discussed including labor relations and working on promotional criteria, part of the accreditation project currently underway. Mayor Boonstra will join Police Chief Murphy in attending a dispatch center meeting to review the operation of the dispatch on Wednesday, February 1, 2017.
Mayor Boonstra thanked Patrolman Ferriera for his work in obtaining at no cost to the municipality a military surplus Humvee.

At 8:00 p.m. the Township Committee recesses the Open Work Session Meeting to conduct the 8:00 p.m. public business meeting.

At 8:31p.m. the Township Committee reconvenes the Open Work Session Meeting voting as follows:

MOTION: CAROLAN SECOND MADIGAN
CAROLAN YES MADIGAN YES SCANLAN YES SHANLEY YES
BOONSTRA YES

Report of the Administrator:

- 1. Mr. Shannon thanked Committeeman Scanlan for his kind words with regard to obtaining the list of upcoming free rabies clinics in area municipalities. A special thanks to Maryellen Tafrate, Anna Coscia and Joyce Santimauro for providing this list expeditiously.
- 2. With regard to this evening’s agenda, the Administrator elaborated on several items; a) the Township is applying for a Municipal Alliance Grant for approximately \$11,000 to be used for its efforts combating alcohol & drug abuse awareness; b) the Township Committee is awarding a contract for 243 recreation equipment items through competitive discount pricing with the Boroughs of Oakland and Franklin Lakes. This is the eighth year the Township has served as the lead agency to perform the recreation equipment procurement for the three (3) municipalities. Each year, the Township has been averaging ten (10) – twelve (12) competitive bidders that reflect volume pricing; c) an application to renew the Commodity Resale Price Agreement, a shared service participated with the Wyckoff K-8 Board of Education. This allows the Board of Education to avoid the cost of a fuel depot and a salt shed.

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3. On Thursday, January 26, 2017 at 8:00 a.m. Mayor Boonstra will speak at the Chamber of Commerce Monthly Meeting at the Blue Moon Café.
4. The Township has been awarded a \$24,000 grant to promote recycling primarily utilized to offset the cost of once a week recycling collection.
5. Last week, the Township applied for a New Jersey Department of Transportation Grant for Phase II of the Crescent Avenue Improvements.
6. Based on resident comments regarding the intensity of the lighting at the Capitol One Bank, 690 Wyckoff Avenue, the Administrator researched the Summit, New Jersey lighting ordinance and was able to assemble the aspects of that ordinance which would improve/enhance the Township's existing ordinance. This information is provided to the governing body and staff for review for a future ordinance amendment.
7. The Month of February has been adopted by the Township Committee as "Heart Awareness Month," part of the Mayor's Wellness Campaign and the Township's Safety Program to provide useful and timely healthy information.
8. The Construction Code Official has issued a Notice of Penalty to a property owner for failing to obtain a building permit. When building permits are not obtained the sales to assessment ratio (which taxes are based on) become skewed and taxpayers incur a costly revaluation process.
9. The Administrator advised that fifty-five (55) letters were mailed to businesses located in the business triangle and to two (2) businesses at the corner of Sicomac and Cedar Hill Avenue informing said businesses it is illegal to plow snow and leave it the roadway. This occurrence usually happens after the DPW completes the snow plowing. The Administrator thanked Nancy Cole for completing these letters expeditiously. Committeeman Carolan asked if these letters could be sent electronically. Mr. Shannon stated he would do his best to accommodate the request.
10. Notice was received from the Northwest Bergen Sewer Utilities Authority that the increase fee for Wyckoff will be 2.92% for Wyckoff in 2017.
11. The Annual Team Up to Tidy Event (town wide litter clean-up day) is scheduled for Saturday, April 1, 2017. The Administrator asked all residents to participate and volunteer in the town-wide litter cleanup effort.

Township Attorney Report:

1. Mr. Landel has allotted sufficient time to assist Clerk Santimauro with responding to the Open Public Records Requests, evaluating and reviewing the Verizon proposal to utilize the municipal right-of-way communication nodes. Mr. Landel thanked Mr. Buchmann for the information provided this evening.
2. Work continues on the COAH Litigation.

At 8:42 p.m. the Township Committee recesses the Open Work Session Meeting to enter into Closed Session discussion via Resolution #17-C3.

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At 9:15 p.m. the Township Committee reconvenes the Open Work Session Meeting with the vote as follows:

MOTION: _____ CAROLAN _____ SECOND _____ MADIGAN _____
CAROLAN YES MADIGAN YES SCANLAN YES SHANLEY YES
BOONSTRA YES

A motion by Committeeman Scanlan to provide labor attorney authority to negotiate with the attorney for the former police chief a payment of accrued days only, seconded by Committeeman Carolan, all governing body members voting in favor.

The Open Work Session Meeting adjourned at 9:20 p.m.

Rudolf E. Boonstra
Mayor

Joyce C. Santimauro
Municipal Clerk