

**TOWNSHIP OF WYCKOFF  
TOWNSHIP COMMITTEE OPEN PUBLIC WORK SESSION  
SECOND FLOOR MUNICIPAL COURT ROOM  
TUESDAY, AUGUST 19, 2014 – 7:30 P.M.**

Mayor Douglas J. Christie opened the Work Session Meeting at 7:30 p.m. in the second floor municipal conference 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 Douglas J. Christie, Committeemen Kevin J. Rooney, Haakon C. Jepsen, Brian D. Scanlan and Rudolf E. Boonstra  
**Also Present:** Township Administrator Robert J. Shannon, Jr., Township Attorney Robert Landel and Municipal Clerk Joyce C. Santimauro

Mayor Christie 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 Scanlan, seconded by Committeeman Boonstra.

There was no public comment.

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

Mayor Christie advised that the Finance Committee was reviewing and signing vouchers.

**Township Committee Reports:**

**Brian Scanlan:**

1. On Thursday, August 7, 2014 a Recreation Task Force Meeting was conducted and the resident survey comments are provided for governing body review. Mr. Scanlan described the result of the survey as: residents are generally satisfied with the recreation program, the recreation program is operated on a cost neutral basis. Some information regarding the disparity of the costs of the travel teams vs. the recreation program was presented.
2. The Recreation Department online registration program has been announced to residents via the Friday e-blasts. The target date is September 1, 2014 to launch the online program.
3. Mr. Scanlan reported that for the first time a girl has requested to try out for the boys travelling U7 baseball team. The Recreation Advisory Board voted unanimously in favor of her request.
4. Mr. Scanlan attended the retirement lunch for Paul Apostol, the Ramapo High School Fencing Instructor and former Olympic Fencer. Mr. Apostol coached twelve (12) league championships and four (4) State championships.
5. Mayor Christie opined that the Recreation Survey was a great project. Mr. Scanlan mentioned that possible future additions to the recreation program could include girls volleyball and programs for seniors such as bridge or walking clubs.

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6. Mr. Scanlan, Mr. Rooney and the Township met with Mr. Tom Toronto of the Bergen County United Way.

**Haakon Jepsen:**

1. Mr. Jepsen attended the Wyckoff K-8 Board of Education Meeting last evening. At the meeting, the Board recognized the working partnership with the Township with regards to the backstop system replacements currently being performed Sicomac School and Eisenhower Middle School fields. The Wyckoff Board of Education also judged hosting the Summer Recreation Camp at Lincoln School this Summer a success.
2. The elementary schools in Wyckoff will now have a new start time for the upcoming school year. The school system will partner with the Wyckoff Family YMCA to provide “before school care” at the schools.
3. The 2015 Municipal Calendar entitled “Drug & Alcohol Abuse Prevention: A Resource Guide: is moving forward nicely.
4. At last evening’s Environmental Commission Meeting, a number of members expressed curiosity regarding a tree ordinance. The Environmental Commission also discussed formalizing an application process for Green Team membership.
5. At the Environmental Commission Meeting, the Chair questioned the Township’s existing ordinance regarding the placement of solar panels on a residential home. The Chair requested the Township Committee revisit this ordinance because the ordinance only allows panels on the rear and sides of residential homes. The ordinance does not allow solar panels on the front of the home. Questions were raised as to whether this prohibition is from concerns about aesthetic perspective and/or for fire capabilities. Mayor Christie noted that the firefighting concerns are reflected in the ordinance because the firefighters need access to the perimeter of the roof when in the event of a fire the roof requires ventilation. However, prohibition of solar panels in the front yard was purely an aesthetic concern. Committeeman Boonstra commented that there are many zoning requirements that affect the front of a residential home. For example, one cannot have a deck on the front of a home, one cannot place a detached garage in front of the plane of the front of the house, one cannot have a “jungle gym” or playhouse in the front yard. A number of homes on Sicomac Road in North Haledon have solar panels on the front of the roof. Please judge the lack of aesthetics for yourself. Committeeman Scanlan suggested that the ordinance could possibly provide numerous standards for solar panels in the front yard. Mr. Jepsen suggested that as technology changes, the solar panels may decrease in size, this ordinance stipulation could be revisited in the future however, Mr. Jepsen opined it should remain as is at this point in time.

**Rudy Boonstra:**

1. Mr. Boonstra advised that he concurs with the public Policy Committee to pass along the small reimbursement from Bergen County for polling locations to the two (2) churches who allow the municipality to utilize their facilities for the primary and general elections.
2. Mr. Boonstra informed the governing body that the Agenda includes the appointment of John Carolan to the Zoning Board of Adjustment.

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3. The draft letter from Joyce Santimauro to the New Jersey Alcohol Beverage Control regarding a craft distillery license on West Main Street reflects a need to obtain all zoning approvals.
4. The Zoning Board of Adjustment will meet on Thursday, August 21, 2014.

**Kevin Rooney:**

1. Mr. Rooney and Committeeman Scanlan met with two (2) Girl Scout Troops at the Larkin House last week regarding their Silver Community Service Award Projects.
2. Mr. Rooney, Committeeman Scanlan and the Administrator discussed the potential for special needs housing in Wyckoff.
3. Mr. Rooney met twice in the last week with the Police Committee, one of the meetings was a PBA Negotiation Meeting.
4. Mr. Rooney has been reviewing periodic updates with regards to the Pulis Field Artificial Turf Improvement Project. The projected start date of early September may not be realized because the leases are not fully completed.

At 7:55 p.m. the Township Committee recessed the Work Session Meeting to conduct the public business meeting.

At 8:40 p.m. the Township Committee reconvenes the Work Session Meeting voting as follows:

MOTION:       BOONSTRA       SECOND       SCANLAN        
BOONSTRA YES JEPSEN YES ROONEY YES SCANLAN YES  
CHRISTIE YES

**Policy Action Items:**

1. The Administrator has been issuing public service announcements on a monthly basis trying to promote recycling as an environmentally smart thing to do and as a cost avoidance measure. Last month's recycling public service announcement was titled "Recycle Often, Recycle Right." These public service announcements as well as the information concerning the Wednesday white goods collection were provided to the Environmental Commission with a request for assistance in developing new and innovative ways to disseminate the recycling message. This month's public service announcement is titled, "Recycle Today for Tomorrow."
2. A notice was received from the New Jersey Department of Transportation regarding the Trust Fund Grant application for 2015 which is due in October. Information has been sent to the staff and a recommendation to the Township Committee will be determined at the next meeting.
3. The Administrator has forwarded the capital improvement plan to the department managers for re-evaluation for any new capital project requests. The Finance Committee will begin their review of capital project requests in September.
4. Mayor Christie has been working with the Library Board and the DPW crews will be assisting the Library with the parking lot resurfacing project.

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The work should achieve twenty (20) additional parking spaces and improve the traffic flow at the lot.

5. The ever popular personal paper shredding event “Shredfest” will be conducted on Saturday, October 25, 2014 at the DPW Garage, 475 West Main Street from 9:00 a.m. to 12 noon. Volunteers are needed to assist residents with recycling their personal documents.
6. The Township received notice from the United States DEA that the Drug Takeback Program will be held on Saturday, September 27, 2014. E-blast notices will be issued.
7. The backstop replacement project at Sicomac and Eisenhower Middle School fields is being performed this week. The Recreation Director is managing the project. The Township’s baseball and softball recreation programs utilize these school fields, an example of school and municipal government working in tandem for the benefit of the young recreation participants.
8. Timely, useful and relevant public service announcements have been issued to the press which include; lock your vehicle at night, be storm informed, no garage or recycling collection on Labor Day and September 2<sup>nd</sup> is the return to once a week garbage collection.
9. The Chamber of Commerce has asked the Administrator and Environmental Chair, Harriet Shugarman to speak at their general membership meeting on Thursday, September 18, 2014 at 8:00 a.m. at the Larkin House.
10. A letter was received from the Bergen County Economic Development Department regarding their Farmland Preservation Plan. The Administrator has drafted a reply letter to Bergen County advising that the Township has one (1) qualified farm in the Township of Wyckoff, Abma’s Farm, 700 Lawlins Road to be included in the preservation plan. The Township Committee agreed.
11. The Administrator explained that the Township received a letter from the New Jersey Division of Alcohol Beverage Control (ABC) providing a fourteen (14) day comment period regarding an application by the Great Notch Distillery to operate a distillery at 465 West Main Street including a retail sale operation and the provision of public tours and consumption on site. The Township has learned from past notices from the New Jersey ABC that if the Township does not respond to these notices, the applicant appears to believe that ABC approval supersedes any zoning approvals. Therefore, the Township’s reply letter clearly indicates that this property is located in the L1 Zone, light industry and as such retail sales, public tours on onsite consumption is not permitted without a use variance. Additionally, if such a use was permitted it would trigger a site plan for additional parking. This information has been developed in a succinct letter and with Township Committee approval will be mailed tomorrow. The Township Committee approved.
12. The Administrator reviewed information received from Cablevision of Oakland. Cablevision operates in Wyckoff under the authority of a State issued franchise from the New Jersey Board of Public Utilities. The New Jersey Board of Public Utilities rules allow Cablevision and any other phone provider utilizing fiber optic cables to provide service interruptions for maintenance. Cablevision also indicates that it will not connect a customer for its Optimum Voice phone system unless they acknowledge in writing that Cablevision does not guarantee the operation of their

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phone and that residents need to have another phone service in their home namely, a land line or a cell phone. Cablevision came to the police department advising a need for maintenance at fifteen (15) locations in the municipality between the hours of midnight and 6:00 a.m. Each of the locations would require approximately two (2) hours to complete the work. During this two (2) hour period, approximately 500 customers would not have the use of their internet, cable television or Optimum Voice phone system. The police department has determined that there is no traffic concern that would require an off-duty police officer assignment and therefore, there is no approval required from the Township. However, the staff believes that this issue should be discussed at the Township Committee level. Cablevision has been asked by the Township to provide the greatest possible notice for its customers. The Township will also provide notice via public service announcements to the local press, posting on the homepage of the Township's website and e-blasts to all site registrants. At this point, a response from Cablevision has not been received. The Township continues to request a thorough and complete notice. Committeeman Scanlan suggested Cablevision should provide enough time for publication in local newspapers.

13. The Administrator reviewed a letter from Girl Scout Troop 28 requesting the Silver Award Project at the Larkin House. Committeeman Rooney advised that this is the project both he and Committeeman Scanlan met with the troop for consideration. The project has been approved.
14. The Township's staff is working on the 2015 Municipal Calendar. The process is moving along well. The impetus of the theme, "Drug & Alcohol Abuse Prevention; A Resource Guide" was the idea of Committeeman Jepsen. Two (2) specific approvals are needed from the governing body this evening. They are; the Municipal Clerk prepared a list of the 2015 holidays Town Hall is closed and the 2015 Township Committee meeting schedule. The Township Committee approved.
15. The Administrator reviewed a request from an attorney to vacate part of a cul-de-sac that exists on paper but not in reality on Edgewood Avenue in front of #35. The Township Engineer and Police Chief were advised of this request and have no objection to that action. The Administrator visited the location today and reports that a cul-de-sac is not present therefore, it simply exists on the survey. A consensus existed for the Administrator to contact the attorney that the Township would vacate this parcel as long as the unpaved right-of-way area is as shown on the survey provided and it is not a greater and/or extensive area. Also, the property owner would incur the cost of the deed recording and ordinance preparation by the Township Attorney. The Township Committee agreed.
16. Consistent with direction from a Public Policy Meeting, the Staff of Police Chief Fox, Clerk Santimauro and the Administrator reviewed the commuter park and ride situation specifically from the task assigned of how many permits should be issued and the future fee schedule. A fee increase was recommended primarily to recapture the extensive winter costs of snow removal and salting and to help fund the future potential paving of the adjacent Wyckoff Community Park parking area as an overflow lot. The governing body discussed this at length and various opinions were debated. The Public Policy Committee will further review this issue and provide a recommendation to the Township Committee.
17. Committeeman Scanlan asked if any resolution was reached concerning the request from the resident at 408 Buckingham Circle for reimbursement of \$865.00 for a tree removed in the public right-of-way after falling from a storm. Mayor Christie responded that he is still

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reviewing this request and the preliminary discussion has been that it would have cost the town approximately \$250 - \$300 however, that has yet to be resolved.

**Mayor Christie Report:**

1. Mayor Christie confirmed with the Administrator that the railroad grade crossing improvement at Sicomac Avenue in Midland Park will begin on Friday, August 22, 2014 (Hillcrest Avenue in Wyckoff becomes Sicomac Avenue in Midland Park). The Administrator confirmed that schedule.
2. Mayor Christie thanked Becky Greene, Correspondent from the Suburban News for the timely and useful article written on the upcoming fireworks fundraiser.
3. The DPW is working in conjunction with the Library Board to improve the Library parking lot and achieve additional parking spaces.
4. The twenty-one (21) sidewalk locations, where residents were notified of defective sidewalks and that (consistent with Township code) the residents had to resurface their sidewalks have been completed by the residents.
5. Mayor Christie inquired as to the status of the revaluation program. The Administrator replied that he has spoken with the Tax Assessor regarding a short article for the Fall Newsletter and she has indicated the most strategic and helpful information should focus on residents scheduling inspection appointments when residents are unavailable at the time of the field inspection. The Township Committee discussed this issue at length and requested the Administrator to ask the Tax Assessor what percentage of the homes have been completed. The Administrator reminded the governing body that the inspection of the home is just one part of the revaluation process when in fact there are numerous facets to the entire revaluation and the % completion of inspections is not a measure of the project's % completion. It was requested if the Building Inspector could assist the Tax Assessor with any property owners who refuse access to the home for field inspectors. The Administrator was not aware of the number of residents who have refused access to their home however, the consequence of that refusal has been made very clear in the special issue of the revaluation newsletter and the three (3) public information sessions that residents were invited to at the Wyckoff Public Library. The Revaluation Newsletter has been posted on the Township's Homepage 24/7 since February and it has been e-blasted to all 4,200 site registrants each week since February.

**Township Attorney Report:**

1. Mr. Landel has completed the resolution which appoints Richard Lynch to the Zabriskie House Trustees. Upon receipt of the certification, Mr. Landel will file same with the the Bergen County Surrogate's Office.
2. Mr. Landel is not at liberty to discuss the status of the two (2) leases for the improvement of Pulis Field with artificial turf at this time as their contents are still under negotiation.

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The Work Session Meeting adjourned at 9:10 p.m.

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Douglas J. Christie  
Mayor

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Joyce C. Santimauro  
Municipal Clerk