

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, JUNE 19, 2018 – 7:00 P.M.**

Mayor Brian D. Scanlan opened the Open Work Session Meeting at 7:00 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 Brian D. Scanlan, Committeemen Thomas J. Madigan, Timothy E. Shanley and Melissa D. Rubenstein

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

Absent: Committeeman Rudolf E. Boonstra

Mayor Scanlan opened the meeting for the ten (10) minute public comment period, two (2) minutes per speaker for public comment on any governmental issue that a member of the public feels may be of concern to the residents of the Township of Wyckoff, with a motion from Committeeman Shanley, seconded by Committeewoman Rubenstein.

There was no public comment.

Committeeman Shanley motioned to close the public comment period, seconded by Committeewoman Rubenstein with an affirmative voice vote.

Mayor Scanlan advised that two (2) representatives from Orange & Rockland Utilities are present this evening. The discussion is to concentrate on the measures Orange & Rockland will appropriate to provide greater electric service and procedures should a storm deactivate electric power. The Orange & Rockland representatives were Michelle Damiani, Regional Community Affairs Manager and Dan Callahan, Distribution Planner.

Mr. Callahan presented a Power Point Presentation and a map of the electrical service area that incorporates Wyckoff from Orange & Rockland. Power is provided from two (2) substations; one (1) in Allendale serves 3,173 Wyckoff customers and one (1) in Franklin Lakes services 1,178 Wyckoff customers. Approximately 90% of these customers are residential homes and 10% are businesses. Mr. Callahan went on to say that these two (2) substations receive electric power from a transmission facility in Mahwah. In order for the transmission circuits to function properly, the circuits need to be "looped" so that in times of a power outage, service can be switched to service areas from either direction where service flows through the "loop."

The representatives from Orange & Rockland explained a \$13.5 million dollar plan that is expected to improve the distribution of electricity to Wyckoff customers beginning this year, with a completion date expected in 2020. This work includes installing breaker switches on utility poles, separating the double electric lines on poles that generate from the Allendale substation, a circuit improvement on Old Mill Road in Franklin Lakes that would bring electric through the Fieldstone Condominium Complex area into West Main Street and running 2.3 miles of electric line underground along Brookside Avenue in Allendale towards Wyckoff.

Committeeman Rudolf E. Boonstra arrived to the meeting at 7:10 p.m.

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Mr. Callahan then explained the installation of COAB, motorized switches that will be placed between approximately 250 electric customers and would allow Orange & Rockland to switch the flow of electricity when an electric line is taken down by a fallen tree.

At 7:50 p.m. Mayor Scanlan asked if there were any questions from the governing body members. Committeeman Madigan thanked the Orange & Rockland representatives for their power point presentation. However, when looking back on Winter Storms Riley and Quinn, they have not proposed improvements to their communication plan, their manpowered distribution plan during the storms and the overall reporting of outages.

Committeeman Boonstra reminded the representatives that the Township has twice assisted Orange & Rockland with the delivery of two (2) very large Con Edison generators which were off-loaded from a train in Wyckoff and then transported by vehicle up to New York State. In both cases, the Township was informed that these large generators would also benefit the Township of Wyckoff taxpayers who receive electric service from Orange & Rockland.

Committeewoman Rubenstein inquired as to Orange & Rockland's plan to keep the Township updated on the progress of these improvements. The representatives advised that they had met in Oakland with the Northwest Bergen Mayors Association where they asked for a "point" person from each municipality to provide periodic updates. Ms. Rubenstein also inquired whether provisions will be available for customers who are the most vulnerable or who may require electric power for health support systems. A discussion ensued regarding the Orange & Rockland program which essentially allows customers to advise O & R that they have special needs. However, there appears to be a disconnect with regard to the perception of Orange & Rockland's service to "special needs individuals."

At 8:10 p.m. the Township Committee recesses the Open Work Session discussion of the Open Public Meeting to conduct the Public Business Meeting.

At 8:25 p.m. the Township Committee reconvenes the Open Work Session discussion of the Open Public Work Session Meeting voting as follows:

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

Township Committee Reports:

Thomas Madigan:

1. It was an honor to have participated at the dedication of the Ben Landel Memorial Field on Saturday, June 16, 2018. The ceremony was a fitting tribute to Ben. Mr. Madigan thanked Committeeman Shanley for suggesting the idea and coordinating the ceremony.
2. Early on Saturday, June 16, 2018 Mr. Madigan volunteered for the 17th consecutive year at the Wyckoff/Midland Park Rotary Triathlon conducted in Franklin Lakes. He also observed the Wyckoff Volunteer Fire Department utilizing the boats (a shared service with Bergen County) at 6:30 a.m. at the Indian Trail Club, part of the swim component of the triathlon.
3. Mr. Madigan attended a Zabriskie House Trustees Meeting on Friday, June 15, 2018 where the Bergen County Open Space Grant Application to preserve the Zabriskie House was discussed and approved.

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4. Last evening, Mr. Madigan attended the Environmental Commission Meeting and reported that Bob Shannon attended and explained the new and easier dual stream recycling program. Due to the recycling market forces and why the Township has to adapt to these new recycling market forces was discussed. Mr. Madigan explained that the focus on recycling has always been a cost avoidance measure to decrease the solid waste that is transported to the landfills. The Environmental Commission endorsed the transition to a dual stream recycling program.
5. Mr. Madigan, Committeeman Boonstra, the Administrator and Police Chief Murphy attended a Police Committee Meeting on Friday, June 15, 2018. A draft ordinance to prohibit the sale of marijuana in Wyckoff was provided for review and consideration. Police Chief Murphy endorses such an ordinance. Mayor Scanlan inquired if Township Attorney Landel could research this idea and advise the governing body whether it makes sense to adopt such an ordinance prior to the actual law is adopted by the State of New Jersey. Governor Murphy is expected to legalize the sale of marijuana.
Mr. Landel replied that he will review the draft ordinance but is confident the ordinance can be adopted. However, Mayor Scanlan interjected with a comment referenced at the Elected Officials Training by Mr. Dave Grubb from the Bergen Joint Insurance Fund that officials should not adopt such an ordinance until the law is adopted. Committeeman Madigan mentioned that he spoke with Mr. Grubb at the Wyckoff Chamber of Commerce Event and the fact that many other municipalities are adopting a similar ordinance. Committeewoman Rubenstein inquired if both selling, distribution and medical marijuana are legal and how do you distinguish medical use from sale. Committeeman Boonstra advised that the Township was in the forefront of several similar laws with the prohibition of tobacco sales to persons under the age of twenty-one (21) years of age. The Township also prohibited VAPE Shops. Mr. Landel indicated that he will research this matter.

Timothy Shanley:

1. On Saturday, June 2, 2018 Mr. Shanley attended the Northwest Bergen Mayors Association Meeting for Mayor Scanlan. The focus of the meeting was a report from Orange & Rockland Utilities executives regarding their approach to providing better electric service. The main objective of the meeting was the mayors requesting periodic updates from Orange & Rockland to ensure they complete these storm hardening improvements in an expeditious manner.
2. Mr. Shanley attended the most recent Board of Adjustment Meeting where the Christian Health Care Center has returned because the Bergen County approval has required a traffic signal at the intersection of Sicomac and Cedar Hill Avenues.
3. The Recreation Advisory Board again did not have a quorum for their meeting. This is the second consecutive month they were unable to conduct a meeting. Mr. Shanley has requested the attendance records for the past three (3) years.
4. The Recreation Advisory Board has approved a fundraiser event for the baseball/softball boosters on Friday, June 22, 2018 at 8:00 p.m. at Memorial Field. There will be a Home Run Derby and Dylan Hartigan from "NBC The Voice" will sing the National Anthem.

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5. On Thursday, June 21, 2018, the first of two (2) “Movies at Memorial” will be held at Memorial Field at 8:30 p.m.
6. Mr. Shanley wished to extend thank you’s for the assistance provided to him with the Ben Landel Memorial Field Dedication Ceremony specifically, Scott Fisher, Andy Wingfield, Bob Shannon, Nancy Cole, Father Vincent and the Township Committee for supporting this event.

Committeewoman Rubenstein:

1. On Monday, June 11, 2018 Ms. Rubenstein attended the Wyckoff Chamber of Commerce Dinner to honor Bob Shannon with their first “Excellence in Citizenship & Service” award.
2. Ms. Rubenstein attended the most recent Ramapo/Indian Hills High School District Board of Education Meeting and described the meeting as contentious. The contract negotiations with the teachers has reached a stage entitled “Super Conciliation” which is non-binding. The teachers are adamant that they want a 26% cap on the amount they must pay for health care. It was also noted that the teachers completed a survey and 70% of the existing staff are applying for employment in other districts.
3. The Board of Health Meeting conducted on Thursday, June 14, 2018 referenced two (2) upcoming board member vacancies. Dr. Richard Morski and past President Carol Hertenstein will be moving out of state. Also of note, the Thai restaurant at the Boulder Run Shopping Center is closed due to failure to pay state taxes.
4. The Recreation Department sponsored group “Wyckoff Mamas,” targeted to assist mothers with children newborn to three (3) years of age, meets once a month at the Wyckoff Public Library beginning at 5:00 p.m.
5. Ms. Rubenstein thanked Committeeman Shanley for his hard work in the preparations for the Ben Landel Dedication Ceremony.

Rudy Boonstra:

1. Mr. Boonstra echoed thanks to Committeeman Shanley for his idea to name Pulis Field the Ben Landel Memorial Field. The ceremony on Saturday, June 16, 2018 brought the town together.
2. A sign request was approved at the recent Planning Board Meeting.
3. On Thursday, June 14, 2018 Mr. Boonstra attended with Mr. Shannon and six (6) members of the Wyckoff Volunteer Fire Department the Joint Insurance Fund (JIF) second quarter safety training entitled “Safe Patient Lifting.”
4. Mr. Boonstra attended the retirement party for Sue DeRosa who left the Tax Assessor’s Office to work in the Tax Assessor’s Office in Paramus.
5. Mr. Boonstra also attended the Wyckoff Chamber of Commerce Dinner honoring Bob Shannon.
6. The sewer extension permit for the Knolls area has been signed and delivered to the New Jersey DEP.

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7. Mr. Boonstra explained that the Township owns the Fire Company #1 building. However, the interior of the building has always been modified at the expense of the firefighters through their fundraising proceeds. The firefighters were in the process of re-paneling the interior when they found a number of structural damages to the roof involved with water. The DPW has become involved and will repair the damaged wood with a cost of approximately \$3,000 for the materials. The ceiling will be replaced with a sheetrock ceiling.
8. The Annual Road Paving Project has begun this week with the preliminary milling and paving near the end of the week.
9. The Russell Avenue infield has again been transformed into a staging area where construction vehicles and excavated soil has been deposited. Mr. Boonstra has spent considerable time pressing the New Jersey Department of Transportation (NJDOT) not to use the infield as a storage yard as it is a gateway to the Township from visitors travelling on State Highway Route 208. It does not make an appropriate image of the Township of Wyckoff when first you visualize is a construction yard. Mr. Boonstra will redouble his efforts with the NJDOT.
10. The twelve (12) hour work shift continues to be working out successfully in the police department as implemented on January 1, 2108. Police department overtime has been limited. The electronic ticket program is working well and the police officers have become accustomed to the new program.
Last week, the Wyckoff Police Department achieved the accreditation status they have been working towards for the past two (2) years. The Administrator is pursuing the Joint Insurance Fund to realize a \$3,000 discount after reaching this accreditation status.
11. Approximately five (5) weeks ago, there was a fire in Waldwick where two (2) of the Wyckoff Volunteer Firefighters, Joe Alvarez and Police Chief Dave Murphy responded directly to a mutual aid call for this house fire. Upon arrival at the scene, they observed a woman in the burning house and made a very aggressive attempt to enter into the burning structure and bring the woman out of the home and begin CPR. Unfortunately, the woman passed away. Mr. Boonstra was disappointed that the press covered the information incorrectly and did not report that these two (2) Wyckoff Volunteer Firefighters attempted to save this woman. The Township Committee requested that Mr. Boonstra and Mayor Scanlan review a future recognition at a meeting of these two (2) firefighters.

Mayor Scanlan:

1. Mayor Scanlan congratulated Committeemen Madigan and Shanley on their Primary Election victories.
2. Mayor Scanlan thanked Committeeman Shanley, the Department of Public Works, the Recreation Department and Town Hall Staff for the great ceremony at the Ben Landel dedication.
3. Mayor Scanlan attended the recent Fire Department Meeting on Monday, June 18, 2018 where a discussion ensued that 2018 is another year where the fire department will be evaluated by the ISO Insurance Group which provides a rating of all municipalities. Wyckoff has always enjoyed a superior rating for a volunteer fire department which translates into lower homeowner's fire insurance for property owners. Additionally, 2018 will be a turning point for the fireworks fundraiser. This fundraiser has not

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realized a profit in many years and 2018 is the third year of a three (3) year contract with the fireworks vendor. There is also a noticeable lack of interest from the volunteer firefighters to run the fundraiser as well. This will be an issue to be reconsidered after this year's event.

4. Mayor Scanlan recognized Bob Shannon, Denise Capparelli and Nancy Cole for their efforts with the Maple Lake Open Space Grant Application.
5. Mayor Scanlan stated that there is no reporter in attendance this evening.

Policy Action Items:

1. The Administrator reviewed a memo where Wyckoff has been notified by the regional recycling market, Waste Management that they are not accepting "tons" of recycling materials that have any non-recyclables and/or contaminants mixed in them. Specifically, Waste Management is stating that recycling loads from Wyckoff include plastic bags, pizza boxes with food residue, tangles (hoses and/or wires) and vegetative waste. This is a reaction to the decision reported in news outlets that overseas markets, the end user in the recycling market, that they will no longer accept recyclables with more than .05% of materials that includes contaminants. Since single stream has been very successful for the Township for past ten (10) years, it is being phased out by the regional recycling markets because there is a greater propensity with single stream recycling to throw contaminants into the recycling stream. The Township must adapt to the new rules or incur increased fees. Therefore, recycling markets are beginning to only accept recycling from municipalities that perform a dual stream recycling program. The Township immediately convened a project team and concluded that dual stream recycling is the future recycling initiative for all municipalities. Therefore, due a number of mitigating factors, including the ever changing overseas market, the local recycling markets experiencing lower commodity prices and the reluctance to hire additional staff to source separation at the regional transfer station are contributing factors for this change. The Township Committee discussed this issue thoroughly and authorized the Administrator to move forward with the recycling change for implementation on July 15, 2018.
2. The Administrator asked if there was an interest to continue in 2018 the Rose Garden Instructional Program. There was none.
3. With regard to the request from Alba, LLC for assistance with a perceived problem where their historic structure (former Brownstone Inn) is located at the intersection of Wyckoff and Franklin Avenues. Committeeman Boonstra met with the Traffic Safety Officer and the DPW Manager where a recommendation was reached that the governing body adopt an ordinance to prohibit trucks of ten (10) tons or greater from making a right hand turn onto Franklin Avenue at the intersection of Franklin and Wyckoff Avenues so as to avoid this problem. The Township Committee asked the Township Attorney to draft an ordinance for the next meeting and authorized the Administrator to prepare a letter to Alba, LLC in this regard.
4. Minutes from the recent Police Committee Meeting were provided for review. One of the recommendations from Police Chief Murphy was to appoint a law enforcement humane officer. This recommendation was discussed and the governing body authorized a resolution to be considered at the next meeting.

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5. A letter was received from a resident from Coolidge Terrace inquiring why the fire alerts sirens had to be utilized. Mayor Scanlan will prepare a response letter.
6. A men's soccer group has submitted a request to rent the Pulis Soccer Field in two (2) hour blocks rather than the municipal policy of three (3) hour blocks for \$200 for two (2) hours. The Recreation Director recommended to approve the request. The certificate of insurance and hold harmless document are completed. The governing body approved the request.
7. A Summer Intern has drafted letters to owners of commercial properties specifically, the shopping centers inquiring if they would voluntarily add a recycling receptacle near the public sidewalk area in front of the stores. This letter is designed to achieve compliance by explaining to business owners that Wyckoff is an environmentally friendly aware community.
8. The intern has also created a list of e-mail addresses for members of the boards and commissions. Periodically, contacting the board and commission members on various municipal matters is generally good practice.
9. The Police Accreditation will result in a 5% discount on the general liability auto insurance from the Joint Insurance Fund (JIF) and becomes effective June 14, 2018. The Bergen County Joint Insurance Fund Executive Board will vote on this action at their meeting on Thursday, June 21, 2018. The Administrator read the public service announcement issued to local news outlets:

The Wyckoff Township Committee announces that the Wyckoff Police Department achieved accreditation from the New Jersey State Association of Chiefs of Police Law Enforcement Accreditation Commission. The Township of Wyckoff has chosen to pursue a voluntary statewide law enforcement accreditation program. It requires the adoption of standards and training which implement policies and procedures into existing operation. Achieving the accreditation status signifies that police personnel are up to date with all laws and officers are exceptionally trained. The accreditation demonstrates professional proficiency in the delivery of police services. As an analogy, it is often compared to winning the green jacket at the Masters or achieving the Stanley Cup. A certificate will be presented by the New Jersey State Chiefs Association to Police Chief David V. Murphy and the Wyckoff Township Committee.

To achieve accreditation, the Wyckoff Police Department was required to meet more than 100 standards in five categories: administration, personnel, operations, investigations and handling of arrestees, detainees and prisoners. The Township obtained a grant which funded the services of the Rodgers Group, the premier professional police consultants in New Jersey to assist with updating all operating procedures.

A team of trained professionals visited the Wyckoff Police Department on March 25, 2018 and conducted a comprehensive all day on-site assessment. The assessors inspected the police department, reviewed all policies and procedures, participated in a ride-along, interviewed employees and held a public information call-in session to determine if the department met the requirements of Accreditation.

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Wyckoff follows the best practices recognized not only by New Jersey's Attorney General, but national standards. Wyckoff will apply for reaccreditation every three years.

Accreditation is a method of assisting police departments to improve their overall performance, and state accredited police departments are eligible for insurance rate discounts. It further reduces litigation by ensuring compliance with local, state, and federal guidelines by confirming best practice standards allowing the Police Department to be more effective risk managers. Accreditation acknowledges the implementation of these policies and procedures to create a sound and effective Police Department.

Through the accreditation process, departments are forced to self-evaluate their procedures and strive to improve and increase efficiency, representing a significant professional achievement.

In 2017, the Wyckoff Township Committee and Police Chief David V. Murphy have implemented many Police enhancements and operating efficiencies. Some noteworthy enhancements focus on; community safety and policing, improved speed limit compliance, convenient drug disposal, and enforcement of safe driving include:

- 1) Conducted Energy Devices, "Tasers" have been purchased and police officers have been trained on their use so that potentially violent confrontations can be brought to a relatively safe conclusion without the use of deadly force whenever possible.
- 2) A Project Medicine Drop Box program has been established in police headquarters for residents to dispose of their unused prescription and over-the-counter medicines. In 2017, 450 lbs. of drugs were disposed through the Wyckoff drug drop off box.
- 3) New mobile car video cameras and technology have been installed in six (6) police patrol vehicles.
- 4) New technology for finger print scans has been purchased and implemented.
- 5) One (1) new solar-powered electronic traffic safety message board trailer has been purchased. It is routinely placed throughout the roadways of Wyckoff.
- 6) One (1) solar-powered electronic traffic safety radar trailer has been purchased to encourage safe driving through various messages directed at drivers.
- 7) Patrol officers were trained with laser radar, the newest technology available.
- 8) Installed an in-car computer ticketing system that is synched to the vehicle computer which allows officers to create and print tickets more efficiently and safely as it reduces the overall time of the traffic stop.

Police Chief David V. Murphy said, "I would like to thank all the members of the department that supported and assisted in this lengthy process and a special thanks to our Accreditation Manager, Detective Sergeant Michael Ragucci, who worked tirelessly on this project and made sure we were completely prepared and set up for success." Chief Murphy continued, "I would like to thank the entire Township Committee over the past two years, for their direction and support of the Police Department during the entire Accreditation Process."

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The Township Committee extends its thanks and appreciation to Police Chief David V. Murphy and the men and women of the Wyckoff Police Department.

10. The Wyckoff Police Department is providing a Car Seat Safety Program for young families. It is scheduled for Saturday, June 23, 2018 from 9:00 a.m. to 1:00 p.m. behind Town Hall.
11. The minutes from the pre-construction meeting for the annual road repaving project which also included the road resurfacing project of Crescent Avenue. With regard to the Lafayette Avenue, the Township urging Boswell Engineering to conduct the pre-construction meeting so this project may commence.
12. Last Thursday, June 14, 2018 the Administrator attended a second quarter JIF Safety Training Program at the Bergen County Police/Fire Academy in Mahwah.
13. The property owner at 31 Manor Road has been issued a UCC fine for completing a basement renovation without a construction permit. This is the primary reason why municipalities are mandated to perform costly revaluations.
14. The Municipal Clerk provided a memo concerning a dispute she encountered on Election Day regarding election law. Various different opinions were acquired and the law appears to be "silent" on this specific matter. The Municipal Clerk was encouraged to request District 40 Legislators propose a law to clarify these election provisions to perform the election without dispute.
15. Denise Capparelli did an outstanding job in submitting the Environmental Resources Inventory and the Drug Drop-off information to Sustainable Jersey as part of the process to recertify the Township's Silver Status.
16. On Wednesday, July 11, 2018 the Joint Insurance Fund (JIF) will provide supervisor training regarding employment practices liability to all Town Hall Supervisors.
17. The Administrator reviewed a complaint from a resident who had purchased a 2018 Summer Park & Ride Permit and requires an ADA parking space. The Township Committee extended her Summer Park & Ride Permit on a pro-rated basis that will guarantee her ADA accessibility for the remainder of the year. However, a recommendation was reached to make four (4) ADA parking spaces available for purchase for 2019. Therefore, the governing body authorized an ordinance to sell certain ADA parking spaces at a discounted price to both residents and non-residents.
18. The review of proposed dates of 2019 Township Committee Meetings will be carried to next meeting.
19. Additional information regarding the State and Local Tax (SALT) and the NJAC rules to implement tax payments as donations is cumbersome and may require additional staff due to the procedures the NJAC rules currently require.
20. The Clean Communities Grant was required this week and it amounts to \$34,951.00

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Township Attorney Report:

1. Mr. Landel is working on two (2) residential sewer extension agreements.
2. Mr. Landel completed the developer's agreement with Brooks Brothers Construction for the development of Meer Estates. This agreement has been filed with Bergen County.
3. The agreement with the interested party – the Fair Share Housing Center of New Jersey has been executed. Mr. Landel is meeting with the attorney for the intervenor/plaintiff on Thursday, June 21, 2018 to obtain consent on the affordable housing zoning for the luxury units to be built on approximately 5.5 acres at the Maple Lakes property. The Township Committee discussed the elevation of the buildings and the need for precision to limit the elevation of the building while also completing this process where the developer desires to build more market units and affordable housing units.

The Open Work Session Meeting adjourned at 10:15 p.m.

Brian D. Scanlan
Mayor

Joyce C. Santimauro
Municipal Clerk