

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE OPEN WORK SESSION MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, AUGUST 20, 2019 – 7:00 P.M.**

Mayor Thomas J. Madigan 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 Thomas J. Madigan, Committeemen Rudolf E. Boonstra, Timothy E. Shanley, Brian D. Scanlan and Committeewoman Melissa D. Rubenstein

Also Present: Township Administrator Robert J. Shannon, Jr., Municipal Clerk Joyce C. Santimauro and Thomas Garlick, Esq.

Staff absent: Robert E. Landel, Township Attorney

Mayor Madigan 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 Committeeman Scanlan.

There was no public comment.

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

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

Mayor Madigan said that tonight the Township Committee has the pleasure of receiving a presentation from Mr. Larry Inserra the owner of the Shop Rite in Wyckoff, and Giuseppe Cascio from Lakeland Bank in Wyckoff, who both presented \$9,500.00 checks to the Township Committee for the provision of this year's community fireworks display in September.

Mr. Madigan turned the presentation over to Mr. Shanley, the Township Committee Liaison who has been working with the fireworks committee. Mr. Shanley thanked Mr. Inserra and Mr. Cascio, and the Shop Rite Corporation and Lakeland Bank, for their community involvement and for stepping forward to fund the cost of the fireworks show for the community. This will be a free fireworks display, tickets are not being sold. Mr. Inserra introduced the Wyckoff Store Manager, John Kopf, and he stated that Shop Rite is very happy to be in the Township of Wyckoff and to partner with the Township of Wyckoff for the fireworks show and they are very happy to contribute to the community. Mr. Cascio, Manager from Lakeland Bank, said he is pleased that Lakeland Bank stepped forward to fund this event. The Township Committee thanked both Lakeland Bank and Shop Rite Corporation for their generous participation.

Mayor Madigan said that this is the third (3rd) Township Committee meeting that is being video recorded, and tonight's meeting will also be live streamed. Anyone who visits utube and types in Wyckoff Township Committee can watch tonight's meeting. Tomorrow morning the video of this meeting will be posted on the Township's web site where the meeting minutes are posted.

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Township Committee Reports

Rudolf Boonstra:

1. Mr. Boonstra indicated that the Planning Board met last Wednesday and that Tom Garlick pinch hit for the Planning Board Attorney and he did a great job. The Planning Board reviewed and has Ordinance #1885 and recommends its adoption to the Township Committee. The application at 825 Windam Court was carried to the September meeting, three (3) applications were deemed complete, one (1) was approved and two (2) others were carried and the Thai restaurant application was approved.
2. Mr. Boonstra explained that the Police Department has installed an internet exchange area outside of the Police Department outside of Town Hall, this is a secure location with surveillance in front of the Police Department entrance. The Police Department recommends internet transactions be performed during Police Department regular business hours. Mr. Madigan thanked the Finance Committee of Mayor Madigan and Committeewoman Rubenstein for adding this item in the 2019 budget.
3. Mr. Boonstra reported that the Department of Public Works (DPW) has been performing one of their major core duties, which is road striping before the Fall reopening of school. The road striping refreshes the stop lines, school cross walks, etc. and serves as an alert to motorists.
4. Mr. Boonstra reported that on tonight's agenda there is an ordinance that will accelerate sewer connections when a real estate transaction exists and there is an active sanitary sewer line within 100 feet.
5. Mr. Boonstra said that last night he and Brian Scanlan conducted the first of two (2) interview sessions with residents who have expressed an interest to volunteer on the newly formed Historical Preservation Commission.

Melissa Rubenstein:

1. Ms. Rubenstein reported that the Environmental Commission and the Board of Health have recessed for the summer. Three (3) volunteer applications have been received for one vacant position on the Environmental Commission. She and Mayor Madigan will conduct interviews and make a recommendation to the Township Committee.
2. Ms. Rubenstein indicated that the Finance Committee recommended and funded live streaming of Township Committee meetings and the internet exchange location outside the Police Department to provide our residents with a safe place to transact internet sales.
3. Ms. Rubenstein reported that the flag subcommittee is working on developing a Wyckoff Sovereign Flag and the first expression of government speech will be the Breast Cancer Awareness Flag in October.

Brian Scanlan:

1. Mr. Scanlan reported that on August 31st he met with Rudy Boonstra, Bob Shannon, Rob Landel and Beth McManus the Township's Affordable Housing Planner from 9:00 am to 2:30 pm to review all the zoning and overlay zoning to the fair share housing plan. Four (4) additional overlay zones are under revision by Planner McManus and they will be next to be introduced and adopted.

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2. Mr. Scanlan indicated that on August 19th he attended the senior citizen summer lunch at the Larkin House, he said it was an enjoyable event and that his late mother in law always enjoyed Wyckoff's senior citizen group.

3. Mr. Scanlan reported that last night he and Mr. Boonstra interviewed four (4) potential candidates for the Historic Preservation Commission. Next Wednesday they will interview six (6) additional resident candidates for the Historic Preservation Commission.

4. Mr. Scanlan thanked Bob Shannon, Township Administrator, for completing the shared service agreement with the K-8 Board of Education where our township mechanic repairs on occasion, school vehicles other than school buses. The hourly rate of repair is considerably below market rate and covers the cost of the township's mechanic.

Timothy Shanley:

1. Mr. Shanley reported that the Zoning Board met last week and approved two (2) applications.

2. Mr. Shanley attended a recent recreation meeting where the Recreation Board approved the fall sports coaches. The kinder kicker soccer program had 89 boys and was short coaches, so Mr. Shanley volunteered to coach a soccer team.

3. Mr. Shanley reported that he redrafted the pediatric cancer awareness resolution that will be considered later this evening by the governing body.

4. Mr. Shanley thanked Police Commissioner Rudy Boonstra for working with the Police Department for providing the summer junior police academy. On the news was a story of a 12-year-old boy who learned CPR at a junior police academy and was able to save someone's life. He thanked Chief Murphy and Police Commissioner Boonstra for providing the program.

5. Mr. Shanley reported that the Fireworks Committee has had three (3) meetings, and an upcoming meeting will be scheduled. The fireworks event will be held on Saturday, September 28th. He thanked Bob Shannon for guiding the committee and putting together many of the business details, he thanked Mr. Cascio and Mr. Inserra for their generosity and for saving the fireworks tradition.

Mayor Madigan:

1. Mayor Madigan reported that tonight the Township Committee meeting is live streamed and he thanked everyone who was involved with this process for making this project a reality and doing it in a cost effective manner.

2. Mayor Madigan said the fireworks are scheduled for Saturday, September 28th and said that he hoped everyone enjoys the evening with their family. This year is the 50th anniversary for Lakeland Bank and added another thank you to Mr. Cascio and Mr. Inserra.

3. Mayor Madigan said at the 8:00 pm meeting the Township Committee will be introducing an ordinance to renew the lease for the PTO Economy Shop, the Township of Wyckoff owns the train station building, which is the PTO Economy Shop at 399 Main Street and has been renting the train station building to the PTO Economy Shop, which is a consignment shop since 1967. The PTO volunteers have raised a considerable amount of money for the schools, which otherwise would have been funded through taxes. The PTO Economy Shop members are currently improving the building, they have installed all new LED

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energy efficient lighting, the interior is being repainted and a new floor is being installed. All is scheduled for completion before the start of school.

4. Mayor Madigan extended a thanks for a job well done to Tom Garlick for pinch hitting for the Planning Board Attorney Joe Perconti and the Mayor asked everyone to keep Joe Perconti in their prayers.

Township Attorney Report

Tom Garlick:

1. Tom Garlick, Esq. reported that his office continues to make calls for the signature of the agreement to purchase 240 Demarest Avenue and once the contract is signed the process will move quickly.

Committeeman Boonstra:

1. Mr Boonstra added that a traffic jam existed today where the Bergen County Department of Public Works (DPW) were removing two (2) large trees in the right of way on Franklin Avenue between Wyckoff Avenue and Lawlins Road and there was a car accident on Clinton Avenue where a driver indicated they were reading their GPS and drove through the intersection.

2. Mr. Boonstra and Ms. Rubenstein discussed the need to reach out to the Zabriskie House Trustees about the structural repairs to the Zabriskie House which is the township's museum of early American History.

3. Mayor Madigan asked the Administrator to review the 8:00 pm agenda.

Review of 8:00 pm Agenda

Township Administrator Shannon:

1. Mr. Shannon reported that the Planning Board has submitted a memorandum recommending the option of Zoning Ordinance #1885.

2. Mr. Landel's office provided a replacement ordinance for ordinance #1887, which is also a zoning ordinance, it clarifies a long standing township interpretation of the zoning code. A change was made at the request of the Township Engineer for further clarify.

3. Mr. Shannon thanked Mr. Shanley for drafting Resolution #19-271, which focuses on pediatric cancer awareness in the Township of Wyckoff.

4. Mayor Madigan asked the Administrator to review Policy Action Items.

Policy Action Items

1. The Administrator advised the governing body that the 48 Hour Open Public Meeting Act Notice has been issued that changes the Tuesday, November 19, 2019 Township Committee meeting to Monday, November 18, 2019, because November 19th is the beginning of the New Jersey League of Municipalities Conference.

2. The governing body discussed possibly changing the dates on the calendar including one meeting per month for July and August in 2020. The Administrator will provide a response to that request.

3. The Administrator reported that the annual equivalent dwelling unit report has been filed with the North West Bergen County Utilities Authority, this annual

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report is mandated by the utilities authority and is a considerable amount of work. It quantifies the amount of water and sewerage measured so that the 2020 charges can be calculated.

4. The Administrator reported that on August 13th the Township Committee conducted its third quarter safety committee meeting. The meeting minutes and the safety accomplishments achieved since the last meeting are well documented in the meeting minutes. Safety is a positive fiscal indicator, safety reflects the genuine concern we have for the safety of our employees and visitors who come to our many facilities.

5. The Administrator reported that the 2020 calendar that includes the theme selected by the Township Committee, which is “2020 Vision” is well under way. The sponsor letters will be mailed this week.

6. Mr. Shannon made a follow up report to Mr. Boonstra’s report that the DPW crew are painting road markings to enhance safety, just to put it in perspective, the DPW crew are painting 263 stop lines, 34 crosswalks, 24 school crosswalks, 48 X-ing legends, 21 directional arrows and 23 ADA parking stalls and miles of edge of road markings that are too numerous to count.

7. The Administrator indicated that the Wyckoff Police Department are participating in an effort known as “Drive Sober or Get Pulled Over”. Wyckoff did not receive a \$5,000.00 grant for this 30-day effort that runs through Labor Day. The New Jersey Department of highway safety appears to be giving grants to municipalities that issue a greater volume of summons’s than smaller Police Departments. However, the Wyckoff Police Department will participate.

8. The Administrator reported that he has completed his cyber security training, the program known as Known BE4, he listened to the nine modules and said it is an excellent program. He reminded the governing body that they should also complete this training as well as staff.

9. The Administrator reported that the Township’s animal control service is the same service that Franklin Lakes contracts for and they are conducting a presentation on Thursday, September 12th at 7:00 pm at Franklin Lakes Borough Hall titled “Living Safely with Wildlife in Your Neighborhood”. The Administrator asked if animal control service would accommodate Wyckoff residents at that meeting and Franklin Lakes agreed it would be a good idea. So that presentation is available for any Wyckoff residents as well as Franklin Lakes residents. The township is issuing that bulletin through its social media accounts.

10. The Township Administrator reported that a Grand Opening at 370 Clinton Avenue, which is a facility in the Township of Wyckoff for individuals with special needs is scheduled for Saturday, October 5th at 9:00 am. The date has been confirmed with Mr. Tom Toronto from United Way.

11. The draft ordinance prepared by Brian Scanlan and Melissa Rubenstein was discussed. The draft ordinance considers prohibiting the use of single use plastic bags and single use styrofoam food containers. A consensus existed that this matter should be reviewed first with the Chamber of Commerce and after obtaining their input there could be further consideration by the Township Committee. Mayor Madigan reported that he provided a news report about Haworth where they removed plastic utensils. Mr. Scanlan indicated that Haworth must have been following Wyckoff’s lead because our ordinance already deleted plastic utensils.

12. The Administrator reported that the letter prepared by Mr. Scanlan to the Board of Public Utilities President was signed by Mayor Madigan and was mailed.

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13. Mr. Garlick reported that he was speaking with new residents who just re-located to Wyckoff who rave about the recycle coach app and how easy it is to utilize that app and not miss garbage, recycling or vegetative waste pickups. The Administrator reminded the committee that the township implemented the recycling app at no cost.

14. The Administrator indicated that in the packet was a series of complaints about the tennis courts from a resident. The tennis courts and tennis badges have been evaluated by the Recreation Director. A couple of different statistics to be aware of: Wyckoff is one of four towns with lighted public tennis courts, Wyckoff has the second largest number of tennis courts of any of the 13 towns in Northwest Bergen County. Our tennis courts have been evaluated by the tennis court construction company as well as the Joint Insurance Fund safety consultant and are considered not to be hazardous, they have determined that the tennis courts are in good shape and they do not need to be re-constructed. There is a crack in a court and that will be filled this summer. The revenue from the sale of the tennis badges does not even cover half of; the annual cost over the useful life of 15 years to construct the tennis courts, or the maintenance of the tennis courts, or lighting and staffing costs. The Administrator explained that when the tennis courts were last constructed in 2008 a large french drain was installed on the outside of the tennis courts where the courts adjacent to the hill that leads to Van Houten Avenue and that french drain has done an effective job of directing ground water from underneath the courts. Of course, we live in the northeast United States where we have constant freezing, icing and thawing winter weather conditions which creates cracks regardless of how well a tennis court system is constructed. A reply to the resident will be forthcoming.

15. Mr. Shanley had asked the Administrator to investigate lightening detection for Wyckoff's fields as a further safety precaution and asked the Administrator to provide an update. The Administrator indicated that he and Andy Wingfield, the Recreation Director, had looked into the current products available and the price has decreased as the technology has become more efficient. A 2020 capital project request in this regard is being prepared for Township Committee consideration.

Meeting adjourned at 7:45 pm.

Mayor Thomas Madigan

Joyce C. Santimauro
Municipal Clerk

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