

PAGE NO.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE WORK SESSION MEETING
MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017 - 7:30 P.M.**

1. 7:30 pm Work Session Meeting called to order by Mayor Rudolf E. Boonstra
2. Roll call of Township Committee
3. Reading of "Open Work Session" statement by Mrs. Santimauro
4. Meeting open for the Work Session ten minute total public comment period on any government issue that a member of the public feels may be a concern to the residents of the municipality; two (2) minutes per speaker.
5. Mayor and Municipal Clerk to sign documents
6.
 - a. Finance Committee to review and sign vouchers
 - b. Report of Township Committee
 - c. Report of Administrator
 - d. Report of Attorney
7. Recess Work Session Meeting to conduct 8:00 pm Business Meeting
8. Reconvene Work Session Meeting
9. Adjourn

**PAYMENT OF CLAIMS MAY BE PAID AT ALL WORK SESSION MEETINGS
AND ALL TOWNSHIP COMMITTEE BUSINESS MEETINGS**

FORMAL ACTION MAY BE TAKEN AT THIS WORK SESSION

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE BUSINESS MEETING
MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017 - 8:00 PM**

1. Regular Meeting of the Wyckoff Township Committee called to order by Mayor Rudolf E. Boonstra
2. Flag Salute was led by Mayor Rudolf E. Boonstra
3. Invocation will be given by Reverend Tim Dunn from Christian Health Care Center
4. Reading of the "Open Public Meetings Act" statement by Mrs. Santimauro
5. Roll call of the Township Committee
6. Meeting open for public comment on any government issue that a member of the public feels may be a concern to the residents of the municipality; five (5) minutes per speaker.
7. Approval of the following Township Committee meeting minutes:
Township Committee Regular Work Session and Regular Business Meeting Minutes from March 7, 2017.

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

8. **Consent Agenda:** All matters listed below are considered by the Township Committee to be routine in nature. There will be no separate discussion of these items. If any discussion is desired by the Township Committee, that item will be removed from the Consent Agenda and considered separately:

I Ordinances – Introductions

#1822 - AN ORDINANCE TO AMEND CHAPTER 163 OF THE CODE OF THE TOWNSHIP OF WYCKOFF, "STORMWATER MANAGEMENT," TO ESTABLISH A NEW SECTION, 163-5, "PROTECTION OF TREES" AND RENUMBER EXISTING SECTION 163-5 "SEVERABILITY" THROUGH SECTION 163-18 "WHEN EFFECTIVE" TO BE 163-6 "SEVERABILITY" THROUGH 163-19 "WHEN EFFECTIVE".

#1823 – AN ORDINANCE TO AMEND, AND SUPPLEMENT CHAPTER 54 OF THE CODE OF THE TOWNSHIP OF WYCKOFF SO AS TO ESTABLISH A PROMOTIONAL PROCESS FOR POLICE OFFICERS

#1824 – AN ORDINANCE TO ESTABLISH A MUNICIPAL CAP BANK

II Resolutions (Adoption of the following):

- | | |
|---------|---|
| #17-134 | Self-Examination of Municipal Budget Eligibility |
| #17-136 | Payment of Bills |
| #17-137 | Earth Day to Support Green Initiatives |
| #17-138 | Return of Certain Overpaid Taxes, Escrow Monies, etc. |
| #17-C7 | Closed Session – Contract Negotiations – NJSA 10:4-12b(7) |

PAGE NO.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

III Motions

- a. Approve the Junior Wyckoff Volunteer Firefighter application from Daniel J. Rotello.

Following is the vote on the Consent Agenda:

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

IV Resolution (Not on Consent Agenda):

#17-135 Introduction of 2017 Municipal Budget Eligibility

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

V Adjourn

**PAYMENT OF CLAIMS MAY BE PAID AT ALL TOWNSHIP COMMITTEE
WORK SESSION MEETINGS AND ALL TOWNSHIP COMMITTEE REGULAR
MEETINGS**

FORMAL ACTION MAY BE TAKEN DURING THIS MEETING

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

Meeting Called To Order

Mayor Rudolf E. Boonstra called the regular meeting of the Wyckoff Township Committee in the Municipal Court Room to order at 8:00 pm.

Flag Salute

The Township Committee proceeded with the Pledge of Allegiance led by

Invocation

The Invocation was given by Reverend Tom Dunn from Christian Health Care Center

Attendance

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

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

Open Public Meeting Act Statement

Municipal Clerk Santimauro read the "Open Public Meeting Act" Statement: "This regular meeting of the Township Committee of the Township of Wyckoff is now in session. In accordance with the provisions of Section 8 of the Open Public Meetings Act, I wish to advise that notice of this meeting has been posted in the lower level of the Memorial Town Hall and that a copy of the schedule of meetings has also been filed with the Township Clerk, and copies of this agenda and the annual notice of meetings, of which this is a part, have been heretofore sent to the Ridgewood News, The Record, and The North Jersey Herald and News all papers with 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."

Meeting Open for Public Comment

The Township Committee voted unanimously to open the public portion of the meeting.

The Township Committee voted unanimously to close the public portion of the meeting.

Approval of the following Township Committee meeting minutes:
Township Committee Regular Work Session and Regular Business Meeting
Minutes from March 7, 2017:

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

I Ordinances – Introductions

#1822 - AN ORDINANCE TO AMEND CHAPTER 163 OF THE CODE OF THE TOWNSHIP OF WYCKOFF, "STORMWATER MANAGEMENT," TO ESTABLISH A NEW SECTION, 163-5, "PROTECTION OF TREES" AND RENUMBER EXISTING SECTION 163-5 "SEVERABILITY" THROUGH SECTION 163-18 "WHEN EFFECTIVE" TO BE 163-6 "SEVERABILITY" THROUGH 163-19 "WHEN EFFECTIVE".

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

TOWNSHIP OF WYCKOFF

ORDINANCE #1822

AN ORDINANCE TO AMEND CHAPTER 163 OF THE CODE OF THE TOWNSHIP OF WYCKOFF, "STORMWATER MANAGEMENT," TO ESTABLISH A NEW SECTION, 163-5, "PROTECTION OF TREES" AND RENUMBER EXISTING SECTION 163-5 "SEVERABILITY" THROUGH SECTION 163-18 "WHEN EFFECTIVE" TO BE 163-6 "SEVERABILITY" THROUGH 163-19 "WHEN EFFECTIVE".

BE IT ORDAINED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that a new section 163-5, "Protection of Trees" is hereby established.

SECTION 1

Chapter 163-5, Protection of Trees

- A. All applications for permits as described above in Section 163-3 shall contain a landscaping plan which shall depict all existing and proposed trees and vegetation as well as the location and size of proposed seepage pits and/or dry wells for the project. For purposes of this section, a tree shall be defined as a deciduous or evergreen plant having a diameter of 6 inches or greater as measured 4.5 feet above the natural grade.
- B. Site Plans and Landscaping Plans Shall Include:
 - a. All existing trees which measure 6 inch diameter or greater as measured at 4.5 feet above natural grade.
 - b. Demarcation of all trees proposed to be removed from the site.
 - c. Demarcation of all trees to be preserved on the site.
 - d. Tree preservation and protection details must be clearly shown on the plan protecting all existing trees.
 - d. Demarcation of all trees located in the public right of way with details confirming such trees will be protected and only removed with Township prior written approval.
 - e. Details of an irrigation plan.
 - f. Soil erosion control measures including silt fence and limit of disturbance fencing.
- C. Prior to obtaining construction permits in response to the above referenced applications, the Township Engineer and/or Construction Official, hereinafter referred to as Township Official, shall perform a site inspection to review the above. If in the discretion of the Township Official the removal of certain trees from the site is unnecessary, unwarranted, or would have a negative impact on stormwater management, such trees shall be preserved and will remain. A revised site plan shall be submitted consistent with the requirements of the Township Official, reflecting such change.
- D. If the applicant disagrees with the Township Official's determination, a letter of appeal may be sent to the Wyckoff Shade Tree Commission for further review and the Shade Tree Commission shall make a final determination with regards to the treatment of such trees. Work may be suspended by the Township Official until said matter is resolved.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

- E. No trees designated to be preserved pursuant to the approved landscape plan and issued permit and/or determination of the Shade Tree Commission shall be removed or damaged.
- F. Failure of the owner and/or agent to comply with the terms and conditions of the issued permit and approved landscape plan, including but not limited to excavation and/or stockpiling soil within a tree protection zone, shall constitute a violation.
- G. Prior to release of any permits, all soil erosion control measures, tree protection fencing and limit of disturbance fencing shall be installed to the satisfaction of the Township Official and shall be maintained throughout the construction process.
- F. Penalties for violations of site plan and/or landscape plan:
 - a. If the property owner/agent violates any requirements of this section 163-5 which results in the loss of a tree(s), they shall be subject to a fine of \$2,500.00 per lost tree. Such fine shall be payable through the Violations Bureau. In addition, the property owner shall further be required to replant trees on the property pursuant to the Township Official's direction and discretion. All violations of this ordinance shall be subject a stop work order.
 - b. In addition, all other violations of this section 163-5 by the property owner and/or agent, which do not result in the loss of a tree(s), shall result in a fine of \$350 per violation to the property owner and/or agent. Such fines shall be payable through the Violations Bureau. Each day that the violation shall continue to exist shall constitute a separate and individual violation of this ordinance.

SECTION 2

Sections 163-5 "Severability" through 163-18 "When Effective" shall be renumbered Sections 163-6 "Severability" through 163-19 "When Effective".

SECTION 3

Except as herein amended and supplemented, all other provisions of Chapter 163 of the Code of the Township of Wyckoff shall remain in full force and effect.

SECTION 4

This ordinance shall take effect immediately upon final passage and publication as required by law.

PAGE NO.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

#1823 – AN ORDINANCE TO AMEND, AND SUPPLEMENT CHAPTER 54 OF THE CODE OF THE TOWNSHIP OF WYCKOFF SO AS TO ESTABLISH A PROMOTIONAL PROCESS FOR POLICE OFFICERS

**TOWNSHIP OF WYCKOFF
BERGEN COUNTY, NEW JERSEY
ORDINANCE # 1823**

**AN ORDINANCE TO AMEND, AND SUPPLEMENT
CHAPTER 54 OF THE CODE OF THE TOWNSHIP OF
WYCKOFF SO AS TO ESTABLISH A PROMOTIONAL
PROCESS FOR POLICE OFFICERS**

WHEREAS, the Township of Wyckoff has heretofore adopted Chapter 54 of the Code of the Township of Wyckoff, so as to establish the Wyckoff Police Department, the organization thereof, and matters pertaining thereto; and

WHEREAS, the Township of Wyckoff wishes to amend and supplement said Chapter, and particularly to add § 54-3.1 to said Chapter, so as to establish a promotional process for police officers;

NOW THEREFORE BE IT ORDAINED by the Mayor and Township Committee of the Township of Wyckoff, that Chapter 54 of the Code of the Township of Wyckoff be amended and supplemented to add the following:

§ 54-3.1 Promotional Process

Promotional Process

PROCEDURE:

A. General

1. So as to provide all eligible candidates for promotion with fair notice and equal access to the promotional process, and to identify the most qualified members of the department for promotion to leadership positions within the department, the following promotional process shall be employed for promotions to the positions of Sergeant, Lieutenant and Captain.
2. The promotional process shall be governed by state law and in compliance with N.J.S.A. 40A:14-129, which provides that a promotion of any member or officer of the police department to a superior position shall be made from the membership of the department and due consideration shall be given to the length and merit of his/her service and preference shall be given according to seniority in service. The Chief of Police shall be responsible for the administration of the promotional process.

B. Promotion to the Rank of Sergeant

1. Eligibility

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

- (i). No person shall be eligible for promotion to the rank of Sergeant unless the candidate has served as a police officer with the Wyckoff Police Department for at least five (5) years.
- 2. The testing process for the above position will consist of the following:
 - (i). Written examination administered by the New Jersey State Association of Chiefs of Police ("Chief's Association") or such other written examination approved by the Township Committee and administered by the Chief of Police as set forth in Section E(5)(i) hereinbelow;
 - a. The written examination shall account for thirty (30%) percent of a candidate's total promotional score, up to a maximum of 30 total points.

Each candidate's total point score for the written examination shall be computed by taking a candidate's score on the written exam (which exam shall have 100 points as its maximum score) and multiplying same by 30%. By way of example, a candidate receiving a score of 80 points on his/her written examination shall receive 24 total points for the written examination element of the promotional process ($80 \times 30\% = 24$ total points).

To proceed to the oral portion of promotional process, a candidate must achieve a minimum score of 70 points, out of said maximum of 100 points, on the written examination.
 - (ii). Oral examination administered by an Interview Panel (the "Interview Panel") comprised of the following persons: the two (2) members of the Township Police Committee, the Chief of Police, and the Township Administrator.
 - a. Only those candidates who have achieved a score of 70 points or greater (out of the maximum of 100 points) on the written examination shall be permitted to sit for an oral examination by the Interview Panel. Oral examinations by the Interview Panel shall take place after the receipt of the written examination scores.
 - b. The Interview Panel's oral examination and assessment (which examination and assessment shall have 100 points as its maximum score) shall account for fifty (50%) percent of the candidate's total promotional score, with 50 total points being the highest possible score for such oral examination and assessment. By way of example, a candidate receiving a score of 80 points on his/her oral examination by the Interview Panel shall receive 40 total points for the Interview Panel's oral examination element of the promotional process ($80 \times 50\% = 40$ total points).

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

- c. The oral examination and assessment by the Interview Panel may include, but shall not be limited to, the following criteria: applicant's leadership ability, initiative, productivity, attitude towards peers, supervising officers interaction with the public, motivation, enthusiasm, professionalism and morale, career job performance, loyalty to the department and community, experience, any advanced degrees attained and career development and training. The Interview Panel shall utilize the same criteria for each of the candidates who are interviewed for the open position(s).
- (iii). Seniority and length of service shall be given due consideration in accordance with N.J.S.A. 40A:14-129.
 - a. Seniority shall account for twenty (20%) percent of a candidate's total promotional score, with 20 total points being the highest possible score for seniority and length of service. Seniority and length of service shall be scored as set forth in Section E(5)(ii)(a) hereinbelow.

C. Promotion to the Rank of Lieutenant

1. Eligibility

No person shall be eligible for promotion to the rank of Lieutenant unless the candidate has served as a Sergeant for the Wyckoff Police Department for at least two (2) years. Notwithstanding the foregoing, any officer of the Wyckoff Police Department who holds the position of Sergeant as of the date of the adoption of this ordinance shall be eligible for promotion to the rank of Lieutenant.

2. The selection process will consist of the following:

- (i). Oral examination administered by an Interview Panel comprised of the following persons: the two (2) members of the Township Police Committee, the Chief of Police, and the Township Administrator.
 - a. The oral examination and assessment by the Interview Panel (which examination and assessment shall have 100 points as its maximum score) shall account for sixty (60%) percent of the candidate's total promotional score, with 60 total points being the highest possible total score for the Interview Panel's oral examination and assessment. By way of example, a candidate receiving a score of 80 points on his/her oral review and assessment by the Interview Panel shall receive 48 total points for the Interview Panel oral review and assessment element of the promotional process ($80 \times 60\% = 48$ total points).
 - b. The oral examination and assessment by the Interview Panel may include, but shall not be limited to, the following criteria:

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

applicant's leadership ability, initiative, productivity, attitude towards peers, supervising officers and interaction with the public, motivation, enthusiasm, professionalism and morale, career job performance, loyalty to the department and community, experience, any advanced degrees attained and career development and training. The Interview Panel shall utilize the same criteria for each of the candidates interviewed for the open position(s).

- (ii). Seniority and length of service shall be given due consideration in accordance with N.J.S.A. 40A:14-129.
 - a. Seniority shall account for twenty (20%) percent of a candidate's total promotional score, with 20 points being the highest possible total score for seniority and length of service. Seniority and length of service shall be scored as set forth in Section E(5)(ii)(b) hereinbelow.
- (iii). Oral examination and assessment administered by the Township Committee.
 - a. The oral examination and assessment by the Township Committee shall take place after the Township Committee's receipt of the oral examination scores of the Interview Panel.
 - b. The oral examination and assessment by the Township Committee (which examination and assessment shall have 100 points as its maximum score) shall account for twenty (20%) of a candidate's total promotional score, with 20 points being the highest possible total score for the Township Committee's oral examination and assessment. By way of example, a candidate receiving a score of 90 points on his/her oral examination by the Township Committee shall receive 18 total points for the Township Committee's oral examination element of the promotional process ($90 \times 20\% = 18$ total points).
 - c. The oral examination and assessment by the Township Committee may include, but shall not be limited to, the following criteria: applicant's leadership ability, initiative, productivity, attitude towards peers, supervising officers and interaction with the public, motivation, enthusiasm, professionalism and morale, career job performance, loyalty to the department and community, experience, any advanced degrees attained and career development and training. The Interview Panel shall utilize the same criteria for each of the candidates interviewed for the open position(s).

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

D. Promotion to the Rank of Captain

1. Eligibility

No person shall be eligible for promotion to the rank of Captain unless the candidate has served as a Lieutenant for the Wyckoff Police Department for at least two (2) years. Notwithstanding the foregoing, any officer of the Wyckoff Police Department who holds the position of Lieutenant as of the date of the adoption of this ordinance shall be eligible for promotion to the rank of Captain.

2. The selection process will consist of the following:

(i). Oral examination administered by an Interview Panel (the "Interview Panel") comprised of the following persons: the two (2) members of the Township Police Committee, the Chief of Police, and the Township Administrator.

a. The oral examination and assessment by the Interview Panel (which examination and assessment shall have 100 points as its maximum score) shall account for sixty (60%) percent of the candidate's total promotional score, with 60 total points being the highest possible total score for the Interview Panel's oral examination and assessment. By way of example, a candidate receiving a score of 80 points on his/her oral review and assessment by the Interview Panel shall receive 48 total points for the Interview Panel oral review and assessment element of the promotional process ($80 \times 60\% = 48$ total points).

b. The oral examination and assessment by the Interview Panel may include, but shall not be limited to, the following criteria: applicant's leadership ability, initiative, productivity, attitude towards peers, supervising officers and interaction with the public, motivation, enthusiasm, professionalism and morale, career job performance, loyalty to the department and community, experience, any advanced degrees attained and career development and training. The Interview Panel shall utilize the same criteria for each of the candidates interviewed for the open position(s).

(ii). Seniority and length of service shall be given due consideration in accordance with N.J.S.A. 40A:14-129.

a. Seniority shall account for twenty (20%) percent of a candidate's total promotional score, with 20 points being the highest possible total score for seniority and length of service. Seniority and length of service shall be scored as set forth in Section E(5)(ii)(c) hereinbelow.

(iii). Oral examination and assessment administered by the Township Committee.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

- a. The oral examination and assessment by the Township Committee shall take place after the Township Committee's receipt of the oral examination scores of the Interview Panel.
- b. The oral examination and assessment by the Township Committee (which examination and assessment shall have 100 points as its maximum score) shall account for twenty (20%) of a candidate's total promotional score; with 20 points being the highest possible total score for the Township Committee's oral examination and assessment. By way of example, a candidate receiving a score of 90 points on his/her oral examination by the Township Committee shall receive 18 total points for the Township Committee's oral examination element of the promotional process ($90 \times 20\% = 18$ total points).
- c. The oral examination and assessment by the Township Committee may include, but shall not be limited to, the following criteria: applicant's leadership ability, initiative, productivity, attitude towards peers, supervising officers and the public, motivation and morale, previous job performance, loyalty to the department and community, experience, any advanced degrees attained and career development and training. The Interview Panel shall utilize the same criteria for each of the candidates interviewed for the open position(s).

E. Procedure for Conduct of Promotional Process

1. The Chief of Police shall obtain permission from the Township Committee to hold a promotional examination process. After having received such approval, the Chief of Police, or such other person as designated by the Township Committee, shall provide a written announcement of the promotional process to all eligible personnel.
2. The announcement shall include the eligibility requirements for the position and shall include a description of the promotional process and should indicate to the candidates the format, length, and duration of any examinations, together with a description of any other portions of the promotional process, and the date by which they must submit a written request to participate in the promotional process.
3. Candidates for promotion, in order to participate in the promotional process, shall be required to submit a written request to participate in such process and a current resume to the Chief of Police, or his designee, prior to the closing date set forth in the announcement.
4. No person shall be eligible to participate in the promotional process unless (s)he has submitted a written request to participate in such process and current resume prior to the deadline set forth by the Chief of Police.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

5. The promotional testing process shall include:

- (i). Written Examination (Sergeant only). At least twenty (20) calendar days before the written examination, the Chief of Police, or his designee, shall announce the date, time and location of the written examination. The Township may enter into a contract with the New Jersey State Association of Chiefs of Police (NJSACOP) to develop, conduct, and grade the written examination. Alternatively, the Township Committee may approve the use of a written examination not prepared by NJSACOP. The questions will be based

upon basic police practices and may include police and investigative procedures, supervisory and administrative principles, New Jersey criminal law, report writing, search and seizure issues, New Jersey Attorney General Guidelines and Directives, legal aspects and requirements for police work, and such other criteria as determined by the NJSACOP, or as determined by the Township Committee. Eligible candidates who are scheduled to work during the written examination will be excused from duty to take the examination.

- (ii). Seniority. Due consideration and preference shall be given to seniority and length of service in accordance with N.J.S.A. 40A:14-129. Candidates participating in the promotional process for the ranks of Sergeant, and Lieutenant and Captain shall be entitled to points for seniority as follows:

- a. Seniority for Sergeant candidates shall be calculated by awarding each candidate 1.32 points per completed year of service, up to a maximum of 20 points. Example:

5 year patrol officer = 6.6 points (5 x 1.32)
7 year patrol officer = 9.24 points (7 x 1.32)
10 year patrol officer = 13.20 points (10 x 1.32)
15 year patrol officer = 19.80 points (15 x 1.32)
17 year patrol officer = 20 points (17 x 1.32 = 22.44 but capped at 20 points)

- b. Seniority for Lieutenant candidates shall be calculated by awarding 3 points for each completed year of service as a Sergeant beyond the minimum time in grade (1 year) required to apply for promotion, up to a maximum of 20 points. For example:

Sergeant for 2 years = 3 points (2-1x3)
Sergeant for 3 years = 6 points (3-1x3)
Sergeant for 4 years = 9 points (4-1x3)
Sergeant for 5 years = 12 points (5-1x3)
Sergeant for 6 years = 15 points (6-1x3)
Sergeant for 7 years = 18 points (7-1x3)
Sergeant for 8 years or more would receive maximum 20 points

- c. Seniority for Captain candidates shall be calculated by awarding 3 points for each completed year of service as a Lieutenant beyond the minimum time in grade (1 year)

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

required to apply for promotion, up to a maximum of 20 points. For example:

Lieutenant for 2 years = 3 points (2-1x3)
Lieutenant for 3 years = 6 points (3-1x3)
Lieutenant for 4 years = 9 points (4-1x3)
Lieutenant for 5 years = 12 points (5-1x3)
Lieutenant for 6 years = 15 points (6-1x3)
Lieutenant for 7 years = 18 points (7-1x3)

Lieutenant for 8 years or more would receive maximum 20 points

- (iii). Oral Interview by Interview Panel. Candidates for the ranks of Sergeant, Lieutenant and Captain shall be evaluated through an oral interview conducted by the Interview Panel. Each candidate shall be presented with the same questions or topics related to the respective rank designed to elicit open ended responses so that the Interview Panel can determine the candidate's promotional potential, maturity, composure and leadership abilities. Candidates for promotion shall not discuss or disclose the contents or subject matter topics of the oral interview process until all oral interviews are concluded. The Interview Panel may require promotional candidates to sign a confidentiality and non-disclosure agreement to ensure compliance with these requirements. At the discretion of the Township Committee, candidates may be sequestered during the interview process.
- (iv). Oral Interview by Township Committee. Candidates for the ranks of Lieutenant and Captain shall be evaluated through an oral interview conducted by the Township Committee. Each candidate shall be presented with the same questions or topics related to the rank of Lieutenant or Captain (as the case may be) designed to elicit open ended responses so that the Township Committee can determine the candidate's promotional potential, maturity, composure and leadership abilities. Candidates for promotion shall not discuss or disclose the contents or subject matter topics of the oral interview process until all oral interviews are concluded. The Township Committee may require promotional candidates to sign a confidentiality and non-disclosure agreement to ensure compliance with these requirements. At the discretion of the Township Committee, candidates may be sequestered during the interview process.

F. Eligibility List

After the expiration of the time for filing of appeals set forth below, and the disposition of any such appeal, the Chief of Police shall establish and certify a list of eligible candidates in the order of their final scores for promotion. The candidate(s) for promotion receiving the highest score(s) as calculated hereinabove in this ordinance shall be deemed the first candidate(s) eligible for promotion. Said eligibility list will be distributed to the Township Committee. The eligibility list will remain in effect for a period of eighteen (18) months from the date it was established and certified.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

After the expiration of the eligibility list, candidates will be required to re-apply for and participate in a new promotional process.

G. Appeals of Promotional Process.

Within three (3) days of the notification to each candidate of his/her ranking, a candidate may file a written appeal directed to the Township Committee. Said written appeal must contain the reason(s) or justification for the appeal. As part of any appeal, any candidate may review his or her evaluation or any other internal document pertaining to the candidate that was utilized in the promotional process.

The Township Committee will assess the request for appeal and make a determination as to how the request will be addressed, on a case by case basis. Scores on the written examination shall be final and not subject to appeal. Appeals of the calculation of seniority shall be decided based upon the official records maintained by the police department.

Except as modified herein, all other provisions of Chapter 54 shall remain in full force and effect as previously adopted.

#1824 – AN ORDINANCE TO ESTABLISH A MUNICIPAL CAP BANK

TOWNSHIP OF WYCKOFF

ORDINANCE #1824

**AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET
APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK**

WHEREAS, the Local Government Cap Law, N.J.S. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 0.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Committee of the Township of Wyckoff in the County of Bergen find it advisable and necessary to increase its CY 2017 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Committee hereby determines that a 3.0% increase in the budget for said year, amounting to \$418,155.00 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Wyckoff in the County of Bergen authorized membership of this

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

governing body affirmatively concurring that, in the CY 2017 budget year, the final appropriations of the Township of Wyckoff shall, in accordance with this ordinance and N.J.S. A. 40A:4-45, be increased by 3.0% amounting to \$418,155.00 and that the CY 2017 municipal budget for the Township of Wyckoff be approved and adopted in accordance with the ordinance; and

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Direction within 5 days after such adoption.

II Resolutions (Adoption of the following):

#17-134 Self-Examination of Municipal Budget Eligibility

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and,

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Township of Wyckoff has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the local government meets the necessary conditions to participate in the program for the 2017 budget year.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).
3. That the budget is in such form, arrangement, and content as required by the Local Budget law and N.J.A.C. 5:30-4 and 5:30-5.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate and correctly stated,
 - b. Items of appropriation are properly set forth
 - c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.
5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Director of the Division of Local Government Services.

#17-136 Payment of Bills

WHEREAS, the Township of Wyckoff is a municipality in the State of New Jersey operating under the authority from NJSA 40A:63-1 et seq; and,

WHEREAS, the Township of Wyckoff has received vouchers in claim for payment of materials supplied and/or services rendered; and,

WHEREAS, the said vouchers have been reviewed and the amount indicated on each voucher has been determined to be due and owing; and,

WHEREAS, the Township Committee has a practice of each Township Committee member participating in the reviewing and signing of vouchers; and,

WHEREAS, the vouchers which comprise this bill list have been reviewed and signed by two (2) Township Committee members and they have found them to be in order; and,

WHEREAS, the Township Treasurer has certified that sufficient funds are available for payment of said vouchers.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that the action of the said Finance Committee be approved; and, that the payments of these bills are hereby authorized and the Chief Financial Officer is directed to issue checks for their payments as listed on the bill list attached to this date's meeting minutes and covered by checks no. 15786 – 15816 Payroll A/C, Direct Deposit Vouchers no. 7271 - 7338, Library Payroll check nos. 1299 - 1302, Library Direct Deposit Vouchers no. 2750 - 2781, Claims Manual check nos. 076018 & 076019, check no. 1005 Accutrack A/C, Claims check nos. 076021 – 076085 and Voided Claims check no. 076020.

#17-137 Earth Day to Support Green Initiatives

WHEREAS, the global community now faces extraordinary challenges, such as global health issues, food and water shortages, economic struggles; and

WHEREAS, all people, regardless of race, gender, income or geography, have a moral right to a healthy, sustainable environment with economic growth; and

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

WHEREAS, it is understood that the citizens of the global community must step forward and take action to create a green economy to combat the aforementioned global challenges; and

WHEREAS, a green economy can be achieved on the individual level through educational efforts, public policy and consumer activism campaigns; and

WHEREAS, it is necessary to broaden and diversify this global movement to achieve maximum success; and

WHEREAS, let it be known that the Township of Wyckoff, County of Bergen, State of New Jersey hereby encourages its residents, businesses and institutions to use EARTH DAY to celebrate the Earth and commit to building a sustainable and green economy.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey hereby pledge this Earth Day April 22, 2017 to support green economy initiatives in the Township of Wyckoff, County of Bergen, State of New Jersey and encourage others to undertake similar actions.

#17-138 Return of Certain Overpaid Taxes, Escrow Monies, etc.

BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that the Treasurer is hereby authorized and directed to return certain monies as follows:

BOARD OF ADJUSTMENT:

Mark & Stephanie Vidaic, 77 MaryAnn Lane, Wyckoff, New Jersey 07481 –
Return of Escrow – Block 466/Lot 6 - \$425.79

Fabio & Veronica Iuliano, 317 Newtown Road, Wyckoff, New Jersey 07481 –
Return of Escrow – Block 352/Lot 11 - \$391.54

RECREATION:

Alyssa Weisler, 530 Albert Street, Wyckoff, New Jersey 07481 – Baseball
Refund - \$65.00

Chris Perneti, 317 Saw Mill Lane, Wyckoff, New Jersey 07481 – Softball Refund
- \$65.00

Eileen Carr, 48 Van Syckel Lane, Wyckoff, New Jersey 07481 – Summer Camp
Refund - \$85.00

**#17-C7 Closed Session – Contract Negotiations-
NJSA 10:4-12b(7)**

WHEREAS, the Township Committee of the Township of Wyckoff is subject to certain requirements of the "Open Public Meetings Act", N.J.S.A. 10:4-12, et seq.; and,

WHEREAS, the "Open Public Meetings Act", N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and,

WHEREAS, it was necessary for the Township Committee of the Township of Wyckoff to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b (7) and designated below:

PAGE NO.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

NJSA 10:4-12b(7) - Contract Negotiations

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff, County of Bergen, State of New Jersey assembled in public session on March 21, 2017, hereby authorize, that an Executive Session closed to the public shall be conducted on March 21, 2017, in the Town Hall, 340 Franklin Avenue, Wyckoff, New Jersey 07481, for the discussion of matters relating to the specific items designated above.

BE IT FURTHER RESOLVED, that the minutes of the said closed session will be made public when the Township Committee of the Township of Wyckoff determines the reason for the minutes to remain closed no longer exists and the Municipal Clerk shall attach to this resolution when completed the Closed Session Meeting Minutes related to the specific items designated above.

III Motions

- a. Approve the Junior Wyckoff Volunteer Firefighter application from Daniel J. Rotello.

Following is the vote on the Consent Agenda:

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

IV Resolution (Not on Consent Agenda):

#17-135 Introduction of 2017 Municipal Budget Eligibility

MOTION: CAROLAN SECOND SHANLEY

#17-135

2017
MUNICIPAL BUDGET

Municipal Budget of the _____ Township of _____ County of Bergen _____ for the Fiscal Year 2017.

Wyckoff

It is hereby certified the Budget and Capital Budget annexed hereto and hereby made a part hereof is a true copy of the Budget and Capital Budget approved by resolution of the Governing Body on the

21st day of March, 2017
and that public advertisement will be made in accordance with the provisions of N.J.S. 40A:4-6 and N.J.A.C. 5:30-4.4(d).
Certified by me, this 21st day of March, 2017

Joyce C Santimauro
Clerk
Memorial Town Hall
Address
Wyckoff, NJ 07481
Address
201-891-7000 X100
Phone Number

It is hereby certified that the approved Budget annexed hereto and hereby made a part is an exact copy of the original on file with the Clerk of the Governing Body, that all additions are correct, all statements contained herein are in proof, and the total of anticipated revenues equals the total of appropriations.

Certified by me, this 21st day of March, 2017
Gary W Higgins
Registered Municipal Accountant
Fair Lawn, NJ 07410
Address
17-17 Rt 208
Address
201-791-3035
Phone Number

It is hereby certified that the approved Budget annexed hereto and hereby made a part is an exact copy of the original of file with the Clerk of the Governing Body, that all additions are correct, all statements contained herein are in proof, the total of anticipated revenues equals the total of appropriations and the budget is in full compliance with the Local Budget Law, N.J.S. 40A:4-1 et seq.

Certified by me, this 21st day of March, 2017
Diana E McLeod
Chief Financial Officer

DO NOT USE THESE SPACES

CERTIFICATION OF ADOPTED BUDGET

It is hereby certified that the amount to be raised by taxation for local purposes has been compared with the approved Budget previously certified by me and any changes required as a condition to such approval have been made. The adopted budget is certified with respect to the foregoing only.

STATE OF NEW JERSEY
Department of Community Affairs
Director of the Division of Local Government Services
Dated: 2017 By:

CERTIFICATION OF APPROVED BUDGET

It is hereby certified that the Approved Budget made part hereof complies with the requirements of law, and approval is given pursuant to N.J.S. 40A:4-79.

STATE OF NEW JERSEY
Department of Community Affairs
Director of the Division of Local Government Services
Dated: 2017 By:

MUNICIPAL BUDGET NOTICE

Section 1.

Municipal Budget of the Township of Wyckoff, County of Bergen for the Fiscal Year 2017

Be it Resolved, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the Year 2017

Be it Further Resolved, that said Budget be published in the Ridgewood News

in the issue of April 14, 2017

The Governing Body of the Township of Wyckoff does hereby approve the following as the Budget for the year 2017.

RECORDED VOTE
(INSERT LAST NAME)

BOONSTRA CAROLAN MADIGAN SHANLEY	Ayes		Abstained	SCANTLAN
	Nays		Absent	

Notice is hereby given that the Budget and Tax Resolution was approved by the Township Committee of the Township

of Wyckoff, County of Bergen, on March 21, 2017

A Hearing on the Budget and Tax Resolution will be held at Memorial Town Hall, on April 25, 2017 at

8:00 o'clock (A.M.) at which time and place objections to said Budget and Tax Resolution for the year 2017 may be presented by taxpayers or other interested persons. (P.M.)
(Cross out one)

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

Mayor's Budget Statement

The Wyckoff Township Committee will introduce its 2017 municipal budget this evening. The Township Committee worked diligently to limit the growth of the budget and provide a stable tax rate despite the requirement to address uncontrollable expenses such as State mandated pension costs, employee health care costs and contractual salary increases, the 2017 budget results in a municipal tax levy increase of 0.71% or one tenth of one cent per \$100. of assessed value. This equals a marginal tax increase of \$7.83 for the year or \$0.15 cents a week on an average residential assessment of \$782,700. (Last year's increase for an average home was \$31.12 per year).

The municipal budget is below the state mandated Budget CAP and the 2% Tax Levy Cap. The 2017 budget totals \$19,573,374 (including the Wyckoff Free Public Library) an increase of \$745,377 over the 2016 final budget mostly driven by one-time costs for capital expenses and reducing outstanding debt. State aid remained stable; and reflects the 25.5% reduction experienced since 2010, which is the largest single decrease of State aid of any of the 70 municipalities in Bergen County. A final hearing on the budget will occur on Tuesday, April 25, 2017 at 8:00 p.m.

The 2017 budget reflects a decision to invest in the Township's infrastructure. It includes funds allocated for road resurfacing, replacing DPW rolling stock which has reached the end of its useful life and replacing the roof on Fire House #1. To comply with State and Federal mandates, firefighter safety equipment such as personal protective gear, self-contained breathing apparatus for search and rescue are funded and an appropriation for work to improve a section of Crescent Avenue. Crescent Avenue is expected to be funded by a State grant because it connects two Bergen County cross-county arterial roads. In addition, technology advancements for the police department for the handling of summons and evidence will be implemented this year and improve efficiency.

The Finance Committee held flat the standard operating expenses, as compared to last year's levels, to compensate for investments in township infrastructure. The Township Committee appreciates the efforts of our Department Managers who worked with us in reviewing every line item of the budget to justify their need for taxpayer money to provide services to our community. Our Department Managers worked hard to minimize expenditures and assisted the Township Committee to hold down operating expenses. The Finance Committee reviewed every line item of the budget in order to justify each proposed line item of expense and to control the growth of expenditures. No changes to current Township-provided services are planned.

The Township Committee continues its efforts to control the increase in expenditures, pursuing positive fiscal operations such as seeking grants from all levels of government and reducing operating costs through competitive bidding and shared services. Cost reductions and enhanced technology have been realized by regionalization with the Township's many Shared Service Agreements which includes: 911 dispatch services, Board of Health services with the Bergen County Health Department, providing fuel facilities and vehicle maintenance services for the Wyckoff Board of Education and strategic purchasing through the Northwest Bergen Cooperative Purchasing Consortium and the Wyckoff, Oakland, Franklin Lakes (WOLF Group) shared services group.

It was pointed out that municipal taxes represent only a portion (14%) of a Wyckoff property taxpayer's obligation. Three separate governmental entities; the Bergen County government, the K-8th Local Public School District and the Ramapo-Indian Hills Regional High School District develop and adopt their own budgets to be funded by taxes. The Bergen County Open Space Tax and the

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

Municipal Open Space Tax are approved by referendum. The Wyckoff Free Public Library Tax is a separate tax levy; however, it is included in the municipal budget total and represents 8% of the municipal budget. The county taxes, K-8th local grade school taxes and regional school taxes have not yet been determined. Although a resident's tax bill reflects all seven separate taxes, the Township Committee is involved in the municipal budget and municipal tax levy only and has no involvement in determining the three other budgets nor in the determination of the six other tax levies. State fiscal laws require the Township's municipal government to serve as the billing and collection agency for all six separate taxes and the Wyckoff Free Public Library tax. She said the sum of all seven of these tax rates ultimately determines the total property tax rate for the year.

The Township Committee continues to seek grants from County, State and Federal sources. These grants allow the Township to upgrade and renovate recreational facilities and roads which we would not be able to fund otherwise. Grants included in the 2017 are; Bergen County Open Space (for lighting improvements), Uniform Fire Safety, Drunk Driving Enforcement Grant, New Jersey Recycling Tonnage Grant, a SAFER Federal Fire Safety grant and a pending NJ Department of Transportation Grant. We are also participating in a program to obtain surplus U.S. Government equipment that can replace aging equipment for the township at little or no cost.

Additional parameters that guided the Finance Committee

- This is a budget developed with the taxpayer in mind. Austerity or fiscal discipline and changing how we do business is essential.
- We worked diligently with approximately 12 meetings to deliver this budget with a focus on delivering residential services at a marginal tax increase of \$7.83 on an average residential assessment of \$782,700.
- Technology investments were made where we can demonstrate efficiency and/or economic gains
- The budget is being introduced within the State mandated deadline.

Township Committee Budget Comments:

Committeeman Scanlan: "I would like to thank all of you for your work on the budget. I have one question, one of the line items has a \$550,000. windfall from the sewer fund which stems from the payment from the Toll Brothers for their connection for the High Mountain Golf Course development. Could you talk a little bit about how the \$550,000. windfall is used in the budget?"

Committeeman Carolan: "Yes, so what it was used for was a couple of things. One, it was used to take out some of the debt for the fire department pumper, which will be delivered this year. It is also being used to finance some of the DPW rolling stock. I think those are two of the major areas."

Committeeman Scanlan: "So, ordinarily those would be paid out of the general tax levy?"

Committeeman Carolan: "They could be paid out of the general tax levy, they can be paid by bonding if you want to, we choose this because the sewer connection fee is an administrative fee paid to the township, we are putting it back into the township for taxpayers relief for the equipment. We really felt that money should be for tax payer relief, we also put some into the sewer fund."

Committeeman Scanlan: "One of the other things when I discussed the budget anticipates using the open space trust fund for the first time for non-capital budgets."

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

Committeeman Carolan: "Yes, this is something we are looking to do. This year we are going to utilize the open space fund. One of the actual uses of the open space fund is to maintain the open space purchases. Wyckoff has opened Russell Farm, we have the Wyckoff Gardens and we have other areas we need to maintain. Maintenance of the parks has put a severe burden on the Department of Public Works budget. We really couldn't work on certain things because of the cost. We want to take care of these gems that we have. So, at Russell Farm we have a drainage issue, the walking path keeps washing out, so what we are going to do this summer is use some of that money to pave the path and also fix the drainage coming over the parking lot. We are not going to pave the parking lot, we will leave it ground stone. In addition, we will also use some of the money for the maintenance of Wyckoff Gardens. We actually have something that is hard to find in the area, there are over 500 rose bushes in there. It is a very relaxing and beautiful place for the residents. Wyckoff Gardens was written up in the Star Ledger a couple of years ago. It is a unique place and has been written up as a unique park. When you have these gem-like park properties you have to invest in them and take care of them. Taking care of the roses as I have learned is quite a skill. So, two (2) things we will be doing this year, we are going to invest money into Wyckoff Garden's and we want to make sure the rose bushes are maintained so the Wyckoff Garden really looks great this year. Secondly, in partnership with the Department of Public Works Manager Scott Fisher and Township Administrator Bob Shannon we came up with a new recreational program that we are actually going to try this year. The new program will be done with the rose keeper Michael who does the rose care. Michael, our rose care specialist will offer some Saturday programs to teach the residents about rose gardening. He will show the residents about the skill of maintaining roses. We will give this a try, we think that this will be a greater utilization of Michael's time, he was gracious to offer this program. He will offer the rose classes to the horticulture students at Ramapo/Indian Hills High School as well. I think it's a very good way to use the open space funds, it's the proper way to use the funds to maintain the town's parks, and this is a good way to invest in our properties."

Committeeman Scanlan: "Lastly, John, early in the budget process I expressed my concern about the need to televise our Township Committee meetings. For me, the reason for this is clear after Gannet acquired North Jersey Media, which as you all know publishes the Record and Suburban News, it laid off half of the reporting staff and half of the office staff. We have seen the consequences of those actions; certainly circulation is declining and print advertising is on the decline. We have seen the consequences of this right here in these chambers. Where once we had three (3) reporters from Patch, Villadom and Suburban now more than half the time we have no reporters in the audience and weeks of editions of the Suburban News can go by as it were without any stories about Wyckoff. Sometimes the only articles about us are user generated in the form of police blotters or letters to the editor. We need a functioning press for a functioning democracy and in the absence of the press we need to take steps to improve transparency so the people can keep an eye on what we are doing here. My research has shown with an initial investment of \$25,000 to \$30,000, we can outfit these chambers with state of the art cameras for broadcast. I think we mentioned infrastructure, John, I think that this investment is a necessary part of our infrastructure and while it was a good idea in the past I think it is imperative now. Otherwise, there will be meetings where we speak into an echo chamber. So, that we don't have to increase the levy, John, because it is quite low, I would like to sit down with you or offer to sit down with you to go over the budget line item by line item to find places where we can find more cuts and accommodate this one (1) time expense for this year. This sort of activity has a very low running cost and it also affords the opportunity to broadcast our land use board meetings. Of course, now there is a controversy about the Brick House patio in front of the Planning Board, according to the emails we have received at town hall, there are people who would like to attend the planning board meetings that

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

aren't able to for various reasons. This would give them an opportunity to view the proceedings and see how the decisions of the boards might impact their neighborhoods and property values. I would really like to consider that we should, or ask you to consider the idea about including this expenditure in our budget again. I would be happy to meet with you about this."

Committeeman Carolan: "Thank you, Brian. It is certainly important to have an open and transparent government, which is something Wyckoff has been recognized for. Look at the speed for which we post notices on the website that has access to all. In addition to having open town meetings where the minutes are posted on the website on time people can walk in and listen and twitter what goes on at a meeting and share it with everybody. Obviously the reason that Gannet is reducing its volume and staff is because it's a part of a medium that no longer is being utilized and is going through change as is cable. More and more people are coming to us to request our support. I did some research on how many people actually request cd's of our meetings there were two (2) requests last year, both from the same reporter, absolutely no township residents actually requested cd's of township committee meetings. Our meetings are all recorded and are actually available if anyone asked for them. So I understand your concern, I gave it some thought after our initial discussion about this I also looked around at the 15 towns surrounding us and only 15% of them have videotaping. I'm a little concerned about videotaping I'm concerned we will push away some residents who may want to speak to us because they are not going to be comfortable being on camera. For me this is a significant issue. I understand videoing meetings has been implemented in Oakland and they have significant problems. When I look at the volume, I also look at the Utube used by some of the towns to broadcast meetings, less than 1% of their population are actually viewing the proceedings. You said, \$25,000. is actually probably more than \$40,000. If we figure out the upgrades we will need to make on our cable channel because it is actually functionally obsolete. So I am challenged with spending and actually charging tax payers that much money to broadcast something when they are clearly showing no interest. We have had this discussion before, probably about three (3) years ago during the elections, and quite frankly ever since that happened we haven't discussed this since. I understand the transparency but I think that everybody is always open to come in here. I speak to many towns people and don't want to charge the tax payers in Wyckoff \$40,000. We don't even have grass pick up in Wyckoff anymore and look at the significant number of residents who have asked for that so we can't consider videoing meetings."

Committeeman Scanlan: "John, you don't know how many residents want the meetings broadcast. I can tell you that 1) we shouldn't put our meetings up on You Tube, that would be a mistake because that is a commercial site. We can broadcast them over our own website and on our cable access channels. I don't view some short tweets especially these days as an accurate way to transmit information about what we do here to the public even though I do occasionally post on Facebook I don't use that as a primary way to disseminate information. I've done a significant amount of research on this and the number that I gave you \$25,000. is actually the quote I received for three (3) cameras and the necessary computer equipment, it's not \$40,000. I put in an extra \$5,000. as a little bit of extra in case its needed. Also, in terms of the recordings, I find the recordings are not very useful because each time we spoke we expected that to be something the public would want we would have to say our names so that people could identify our voices. There's some experience in Union Township and an article in the March edition of NJ Municipalities. I spoke to the person in Union Township who broadcasts the meetings and they typically get on an average, now their population is three times ours, they get 1,000 people watching the meeting, divide that by three that's actually 300 people. That's actually more than a grass pick up. I don't know whether it's actually worth comparing apples and oranges, but grass pick up would be an every year

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

expense. Throwing that in there and say well we're going to do that we may as well do grass pick up is really a false analogy. I think this is just simply what we need to do. What will happen when there's five (5) of us and Bob, Rob, and Joyce are the only people in here? That is exactly common, I see Mr. Savage, he's a regular, here tonight, one of our regulars just recently passed away and our other regular is not here either. Not that these guys do anything basically except sit and listen. I do think it's important in fact necessary we don't have any way to disseminate any information about our meetings in what I think is a fair way."

Committeeman Carolan: "So, first of all I would take exception to say that there are no ongoing expenses, the ongoing expenses will be at least \$5,000. a year, we have to pay people to manage the cameras because we don't have the staff to do that. That is pretty much what some of the towns pay now, so there is an ongoing expense to this, again I think that one of the challenges I have is that there has not been a request from the residents for this & this will be an ongoing big expense."

Committeeman Scanlan: "John, it's not a big expense, the cost I got was \$35. a meeting from someone who for instance is an upperclassman at Ramapo who is taking television production to come and do our meetings. It's \$35. a meeting, the snacks here, if we do away with those, it would save us \$10."

Committeeman Carolan: "So Brian, I think you are relying on the student being here all the time if this were to be arranged."

Committeeman Scanlan: "Other towns have absolutely no problem, no burden, Oakland has volunteers do it. I went and sat through one of their meetings, prior to that I got a tour of their production facility, they have been doing it for quite some time, there's no problem there. It's just increased transparency."

Committeeman Carolan: "At this point I would have liked to have heard and seen more from the township on this, my research basically, it's a law of the metrics guys, look at the metrics, the metrics do not show that this is something that people want. I'm not saying absolutely no, but at this point to spend this kind of money from the tax payers I can't get behind it. I understand it's important to you, I understand you make very good points about making sure people can see what's going on here at town. I would advocate that they be here, I would advocate that they feel comfortable, some people are shy some people are not. One of the things about Wyckoff, you can come in you can sit down and feel comfortable in this room. If I saw volume I would say ok let's take a further look, but there's not the volume there."

Committeeman Scanlan: "Would you consider a public question on this then on the ballot?"

Mayor Boonsra: "I'm going to interrupt, this is a very good debate you guys are having tonight, I'm going to ask if anyone else wishes to comment."

Committeeman Madigan: "I just want to say that I support the budget as presented. I was also pleased to play a small role in developing this budget. I want to personally thank John, Diana and Bob for all the time they put into it."

Committeeman Shanley: "Mr. Mayor I'll lay in a little bit, I didn't know this was going to come up tonight. I have reservations about the cameras, I grew up in Clifton where the meetings were videotaped and broadcast. When I was in my early twenties I was nervous about getting in front of the township counsel when my neighbor who had Alzheimer's walked out of his house and passed out in the snow. I called 911, 911 bounced me to different towns and didn't know where I was calling from his cell phone. I got bounced around to different areas the

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

ambulance couldn't get there. I was upset & wanted to speak to the town council, there were video cameras there, I went and stuttered a bit with nervousness but I got it out. The Clifton 911 call was bounced to West Paterson, it was West Paterson at the time, and they are like well where you are expecting that they would know where I am. There are people who will be afraid to get in front of the camera. We are transparent, everything is done out in the open it's recorded, the fact that newspapers are not here is not the driving reason to have it. There's transparency here, there's nothing that is not transparent. I'm also concerned about the added costs, because we are always looking to keep our costs down. That is just going to add something that will be there every year in the budget, it will always be there, you will have to pay the people to do zoning board and planning board, township committee. There's a lot of boards there's shade tree, are we going to do shade tree too? There's a lot of different boards."

Committeeman Scanlan: "I would focus on the most important functions."

Mayor Boonstra: "Well, I think that the recreation board is important. There are children involved."

Committeeman Shanley: "I think all the boards are important."

Committeeman Scanlan: "We cut it off at the governing body and the land use boards. That's typically what towns do."

Mayor Boonstra: "But typically even before Ganett purchased the North Jersey Media I spent a lot of time between the Planning Board and Zoning Board doing meetings here and very rarely was there ever a reporter there. Very rarely was there ever a live reporter. Only for applications like Shop Rite or Vista would we get reporters out. The normal monthly meeting of the zoning board with a half a dozen applications for decks and additions we never saw a reporter even before North Jersey Media made their move. I don't mean to be philosophical or constitutional I don't know if the press is for whatever reason not doing what the press is constitutionally charged to do I don't know if it's the government's responsibility to fill the void from a philosophical stand point. Because then you have a situation which is not the way our republic was established. What I am sensing here is there is no support on this committee at this point. I am not sensing there isn't a lot of support among my colleagues I guess as a final comment we are introducing the budget tonight, we are not adopting it."

Committeeman Scanlan: "To your constitutional point before creating public education it was not the government's responsibility to educate children, but somehow starting in the 19th century a movement arose that there should be free public education. There were no free public libraries when the constitution was written; we have a public library in most towns across the county. I would say sometimes, yes, it is the government's roll to fill in when other branches, as it were, whether charity or private efforts, are lacking."

Committeeman Carolan: "I think we have some differences in what we agree on in what we see or how we see the transparency. I think we make a herculean effort at transparency, when you look at our agendas compared to other Bergen County towns in Bergen County, minutes are posted & updated immediately after a meeting...other towns months before the minutes make it to their websites. Those are the facts we should be looking at to help make this decision. So again I appreciate Committeeman Scanlan bringing this up but basically again the metrics show me that there is not a need. I don't see a reason to purchase a video system. We worked really hard to get the budget where we wanted it this year. There's not a lot of slack in this budget, it's really tight particularly at \$7.83 there's not a lot of slack in it. I appreciate the discussion out here tonight and I think at this point that we'll agree to disagree."

PAGE NO.

**TOWNSHIP OF WYCKOFF
TOWNSHIP COMMITTEE REGULAR BUSINESS MEETING
SECOND FLOOR MUNICIPAL COURT ROOM
TUESDAY, MARCH 21, 2017**

Committeeman Scanlan: "Thank you."

Mayor Boonstra: "Thank you. Gentlemen, thank you."

BOONSTRA YES CAROLAN YES MADIGAN YES SCANLAN ABSTAIN
SHANLEY YES

V Meeting adjourned 8:45 p.m.

Rudolf E. Boonstra
Mayor

Joyce C. Santimauro
Municipal Clerk