

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

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

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

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

**Also Present:** Township Administrator Robert J. Shannon, Jr., Municipal Clerk Joyce C. Santimauro, Township Attorney Robert Landel, Thomas Garlick, Legal Associate for Township Attorney Robert Landel and Diana McLeod, Chief Financial Officer/Treasurer

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

There was no public comment.

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

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

**Township Committee Reports:**

**Tim Shanley:**

1. Earlier this evening, Mr. Shanley attended a Shade Tree Commission Meeting where Mark Borst was appointed Chair for 2017. The Shade Tree Commission is in the process of scheduling their Annual Arbor Day Event activities for Saturday, April 9, 2017. The Commission is considering additional tree plantings either at the Pulis Field Recreation Complex and/or Washington School. The next Shade Tree Commission Meeting is Thursday, April 4, 2017.
2. The Shade Tree Commission adopted a resolution to extend their Community Forestry Program.
3. Mr. Shanley attended the Board of Adjustment Meeting on Wednesday, March 15, 2017 where the Board approved an air conditioning unit on the Christian Health Care Center Campus.
4. Mr. Shanley had the opportunity at the Board of Adjustment Meeting to explain the recent memo from Mayor Boonstra regarding the Township Committee philosophy that deciduous trees should be saved during site plan reviews whenever possible. When new trees are proposed for planting, they ought to be deciduous trees and not foundation plantings or ornamental trees. The meaning behind this philosophy being deciduous trees will grow tall with a significant leaf coverage which provides aesthetics for the entire neighborhood.

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5. Mr. Shanley attended the Fire Department Annual Inspection on Friday, March 17, 2017 and extends his congratulations to the members of Fire Company #3. But congratulations are also extended to members of Fire Company #1 and Fire Company #2 who all dedicated both a tremendous effort and substantial time devoted to the inspection process and throughout the year.
6. Mr. Shanley thanked those residents who remained off the municipal roads during the blizzard on Tuesday, March 14, 2017. This gave the DPW operators the opportunity to clear snow from the roadways.
7. Mr. Shanley, a volunteer member of the Wyckoff Education Foundation will conduct their Annual Spring Gala Fundraiser on Friday, March 24, 2017 at the Indian Trail Club in Franklin Lakes. Funds raised from this event will help equip the stem cell program at Eisenhower Middle School.

**Tom Madigan:**

1. Mr. Madigan advised that he is happy to have returned from his trip to Egypt – an enjoyable trip but good to be back home in Wyckoff.
2. Mr. Madigan, a member of the Wyckoff/Midland Park Rotary Club reported that on Thursday, March 16, 2017 the club conducted a "Charter Night" where over 180 men and women attended to learn more about the accomplishments of the Rotary Club and hopefully join the Rotary Club. At this event, two (2) Wyckoff residents were recognized by the Rotary Club for their generosity. They are Howie Felixbrod, owner of the Blue Moon Café and Lee Parker, owner of The Three Chicas Restaurant.
3. Mr. Madigan also attended the fire department inspections and awards dinner. He was particularly impressed with the younger firefighters and the junior firefighters and how the older members mentor these newer members. Congratulations to Fire Co. #3 for winning the annual inspection.
4. Mr. Madigan attended an Environmental Commission Meeting last evening and reminded all that the town-wide clean-up day, "Team Up to Tidy Up" is scheduled for Saturday, April 1, 2017. Also, the semi-annual "Shred Fest" event will be conducted on Saturday, April 8, 2017 from 8:30 a.m. to 11:00 a.m. at the DPW Garage.  
The Environmental Commission conducted a contest in the schools this year for a tee shirt design for this year's "Team Up to Tidy Up" day. Mr. Madigan extended thanks to the Chamber of Commerce for providing prizes for the students.
5. The Environmental Commission's Film Festival is being conducted on four (4) consecutive Thursdays. This film festival challenges local students who are interested in filming to develop filming regarding sustainability and protecting the environment. The next film will be shown on Thursday, March 23, 2017 at Ramapo High School. The two (2) remaining films will be shown on March 30<sup>th</sup> and April 6<sup>th</sup> at the Wyckoff Public Library.

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**Brian Scanlan:**

1. At the Board of Health Meeting on Thursday, March 9, 2017, two (2) ordinances were introduced. Both ordinances increase fees; the first ordinance increases food handler's permits by 6%, an inflationary increase of 2% for three (3) years. A second ordinance was introduced which protects trees during the process of septic system repairs and septic field installation. Mr. Scanlan and Committeeman Carolan worked with the Building and Engineering Staff to provide these ordinances to serve as additional tools to help protect trees. This ordinance is similar to the ordinance that the Township Committee will introduce this evening to protect trees under permits relative to the Stormwater Management Act Mandate.
2. Mr. Scanlan did not attend the Parks and Recreation Advisory Board Meeting on Monday, March 13, 2017 but inquired as to the actions taken at that meeting. The Advisory Board approved the Spring Baseball and Softball coaches. The Board has been grappling with the fact that the recreation baseball participants in seventh and eighth grades have been steadily decreasing over the years. 2017 will be the first year where the seventh and eighth teams will be played with participants from other municipalities. This process allows the children who wish to participate to play a full season of games while remaining a recreation program.
3. Also discussed at the parks and Recreation Advisory Board Meeting, the Township of Montville and Secaucus will be joining the Wyckoff Recreational Football League. Over the past few years, the Parks and Recreation Advisory Board has been "fine tuning" a new recreational football league where the teams are evenly matched.
4. The Library Board Meeting was postponed from last week and rescheduled for this week.
5. Mr. Scanlan also attended the annual fire department inspection – a process with Mayor Boonstra and Committeeman Carolan. However, Mr. Scanlan decided to stay with one inspector this year throughout the inspections of all three (3) fire companies. The inspection winner was determined on firefighter skill and knowledge based on 600 points with only eighteen (18) points separating 1<sup>st</sup> and 2<sup>nd</sup> place. This is indicative of the high level of preparedness of our volunteer fire department.

**John Carolan:**

1. Mr. Carolan spent Tuesday, March 14, 2017, the day of Winter Storm Stella with Mayor Boonstra at the DPW, firehouse and making periodic inspections of the roads. The DPW performed an amazing job keeping up with the changing road conditions (sleet and freezing rain).
2. Mr. Carolan thanked the Office of Emergency Management (OEM) Team for their pre-storm meeting to ensure all procedures and equipment was in order. The Wyckoff Board of Education commended the OEM for including them in the meeting.
3. This past week, Mr. Carolan attended the Wyckoff Board of Education Meeting where the Board introduced their 2017 Budget with an increase of 1.99% in the tax levy for the K-8 school system.

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4. Mr. Carolan recognized Committeeman Shanley and the work of the Wyckoff Education Foundation for the science and technology area specifically, the stem cell lab being developed. The gala fundraiser being held on Friday, March 24, 2017 will fund the necessary laboratory equipment.
5. On this evening's Agenda, the Township Committee will consider for introduction an ordinance to protect trees during permits issued in compliance with the Stormwater Management Act. Mr. Carolan was pleased to work with Committeeman Scanlan and the Building Staff to fine tune this ordinance and thanked the governing body for their support. Mr. Shanley advised that at the Shade Tree Commission Meeting this evening the members expressed their support for this ordinance.
6. Mr. Carolan attended the Wyckoff/Midland Park Rotary "Charter Night Event" on Thursday, March 23, 2017 where Committeeman Madigan presented awards to honorees Howie Felixbrod and Lee Parker.
7. Mr. Carolan reminded all that the Annual Team Up to Tidy Up Event is scheduled for Saturday, April 1, 2017 beginning at 8:30 a.m.
8. In his role as Fire Commissioner, Mr. Carolan had the ability to witness all segments of the fire department inspection process last week. Mr. Carolan described the following description: approximately eight (8) weeks ago, the three (3) fire companies begin preparations for the inspection. They conducted a practical event this year whereby they were assigned to a mutual aid call arriving at a house fully engulfed with a victim on the second floor. There is assimilated smoke and a search and rescue must be performed to save the occupants. Mr. Carolan observed all three (3) fire companies and every firefighter knew their job and conducted the search and rescue as an orchestra of action. Mr. Carolan spoke to the six (6) inspectors throughout the inspection process and indicated comments such as "skillful" and "professional" were voiced. Mr. Carolan extended his congratulations to the members of Fire Company #3 and to all members of the Wyckoff Volunteer Fire Department.

At the awards ceremony Saturday evening, a number of service awards were presented for years of service in the fire department. Police Chief Dave Murphy was presented with a twenty-five (25) year award. Former Fire Chief Lou Graglia was also present with a twenty-five (25) year award. Bob Shannon, Township Administrator/Firefighter was given a twenty-five (25) year award and Lou Rizzo was presented with a sixty (60) year award.

**Mayor Boonstra:**

1. On Wednesday, March 8, 2017 Mayor Boonstra attended an in-house meeting concerning the proposal for a supportive housing facility for developmentally challenged individuals at 370 Clinton Avenue.
2. Mayor Boonstra attended the Planning Board Meeting on Wednesday, March 8, 2017.
3. On Friday, March 10, 2017 Mayor Boonstra attended a meeting with municipal staff and representatives from Orange & Rockland Utilities where Orange & Rockland explained their plans for tree trimming in their service area in order to reduce the incidents of power outages due to downed trees and limbs from storms.

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4. The Saturday, March 11, 2017 Northwest Bergen Mayors Association Meeting was cancelled.
5. On Tuesday, March 14, 2017 Mayor Boonstra and Deputy Mayor Carolan observed the great job the DPW performed during a twenty-two (22) hour effort to keep the roadways clear of snow during Snowstorm Stella. Mayor Boonstra was also able to witness the operation of the new "Humvee" vehicle which was obtained at no cost through military surplus. This vehicle provided access in heavy drifting snow for the police officers on duty. The humvee also served as the OEM back-up plan for our ambulance service since gale force winds were predicted and the current box style ambulances can tip over in extreme high winds.
6. Mayor Boonstra, Police Chief Murphy and Administrator Shannon met with the PBA regarding their police contract on Wednesday, March 15, 2017.
7. Mayor Boonstra also attended the Wyckoff/Midland Park Rotary Club "Charter Night" event and was pleased to see local business owners being recognized for their great effort. It was also an opportunity for the Rotary Club to showcase itself as a branch of the oldest service organization in the United States.
8. Mayor Boonstra attended the annual fire inspection on Friday, March 17, 2017 where he witnessed the inspections and spoke with the judges. On Saturday, March 18, 2017 Mayor Boonstra joined the festivities at the Annual Wyckoff Volunteer Fire Department Awards Dinner. Mayor Boonstra commented that the Fire Chief and Assistant Fire Chief are both grandsons of former Mayor Jack VanderPlaat, also a firefighter at Fire Company #1.
9. Yesterday, Mayor Boonstra and Committeeman Madigan observed the Wyckoff Police Department conducting in conjunction with the New Jersey Division of Motor Vehicles (NJDMV) a safety inspection detail from 8:00 a.m. until 12:30 p.m. at Wyckoff Avenue and Main Street. This inspection was led by Sgt. Zivkovich, Sgt. Kasak with the assistance of Officers Flim, Noon and Ferriera. This inspection assignment searches for motor vehicle violations that deal with the safety of vehicles traversing our roads. This safety inspection was the first one conducted in many years with the NJDMV. The police performed fifty-nine (59) vehicle inspections and issued forty-nine (49) violations. Mayor Boonstra indicated the inspection was conducted very efficiently and extended his thanks to the Police Department for their assistance in keeping our roads safe.

**Review of the 8:00 p.m. Agenda:**

1. Ordinance #1824 regarding lighting standards in relation to land-use site plan applications will not be introduced this evening. The Township Attorney will hold a discussion with the governing body relative to the formation of this ordinance and request input from the governing body.
2. The three (3) other ordinances scheduled for this evening remain on the Agenda for introduction. They include: tree protection measures to provide the engineering staff additional tools to protect trees during permits that relate to home rebuilds, home expansions and the construction of pools. The second ordinance is part of the accreditation process the police are performing and it establishes very clear

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promotional criteria for the ranks of sergeant, lieutenant and captain. The third ordinance establishes a municipal cap bank.

**Administrator's Report:**

1. The annual online OSHA report for the fire department has been completed. This is a federal mandate that if not completed can result in financial penalties to the municipality.
2. The Administrator was recently notified and expressed thanks to the Office of Emergency Management (OEM) Staff (especially Patrolman Fierarra), that the Township will be reimbursed \$59,007 for its expenses related to the December 6<sup>th</sup> Snowstorm Jonas. This storm was declared emergency.
3. With regard to Snowstorm Stella on Tuesday, March 14, 2017, a blizzard was predicted and expecting 18 – 24 inches of snow. We received twelve (12) inches of snow however, due to the high winds the snow totals appeared as more that twelve (12) inches due to the drifting snow. This was the tenth snow event of the season where the DPW has been activated upon. The total snowfall this season is 38.5 inches of snow.
4. As part of the Alliance Committee's effort, a two (2) page drug factsheet for parents was obtained by Alliance member Wendy Coffey. This information has been provided to the Recreation Director and every time a child registers for a recreational program, this useful and clear factsheet will be e-mailed to parents in the fifth thru twelfth grades to arm them with this useful and timely information.
5. The Spring Resident Newsletter has been completed and delivered to the post office today, approximately two (2) weeks prior to the "Team Up to Tidy Up" annual clean up event scheduled for Saturday, April 1, 2017. The Township is anticipating a substantial participant turnout as well as raising our consciousness as a community to the effects of litter.
6. This evening, the Administrator received notification that the National Council for Home Safety and Security released its list of the fifty (50) safest towns in New Jersey. The Township of Wyckoff was included in this top fifty (50) and is ranked No. 28 safest out of the 566 municipalities in New Jersey.

At 8:00 p.m. the Township Committee recesses the Open Work Session discussion of the Open Public Meeting to conduct the Public Business Meeting.

At 8:45 p.m. the Township Committee reconvenes the Open Work Session discussion of the Open Public Work Session Meeting voting as follows:

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

**Township Attorney Report:**

1. Mr. Landel asked for any questions relating to the tree ordinance that was introduced at the Public Business Meeting. There were no questions on this ordinance.

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2. Mr. Landel reviewed a draft ordinance and input from staff regarding lighting standards during a site plan review. The Township Engineer had requested no height restrictions on the lighting poles. Mr. DiGennaro's belief was that if a height restriction was too low, more lighting poles would be required. The governing body discussed this at length and felt the requirement to place shields on the lights as well as the lights facing downward would contribute greatly to maintaining the lighting on the site and not off-site. The Administrator suggested an ordinance provision which would clarify a six (6) month review period to start once the Certificate of Occupancy is issued – this will allow the Township Engineer to make any changes after the lighting has been installed. The governing body further discussed this information and also further reviewed suggestions from the Township Engineer and the Consulting Engineer. The draft ordinance was referred back to the Public Policy Committee for further revisions and Township Committee input requested. Mr. Jim Savage, 440A Bromley Place provided feedback that lighting standards exist from an association of engineers that specialize in lighting as well as an association called Dark Skyes. Mr. Savage suggested planners are familiar with this. The Township Committee indicated that the Municipal Planner did refer us to a specific municipality's code which many of their restrictions were incorporated. It was mentioned that the issue that brought this to light is one of intensity as opposed to lighting migrating off site. Lighting for a parking lot does not have to be at the same standard as lighting for a ballfield. The Township Committee will further consider this ordinance.

At 9:05 p.m. the Township Committee recesses the Open Work Session Meeting discussion to enter into Closed Session Discussion via Resolution #17-C7.

At 9:40 p.m. the Township Committee reconvenes the Open Work Session Meeting Discussion voting as follows:

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

The Open Work Session Meeting adjourned at 9:40 p.m.

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Rudolf E. Boonstra  
Mayor

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Joyce C. Santimauro  
Municipal Clerk