

**TOWNSHIP OF OXFORD
TOWNSHIP MEETING
MAY 17, 2006**

The regular scheduled meeting of the Mayor and Committee of the Township of Oxford was held on May 17, 2006 in the Township Municipal Building, 11 Green Street, Oxford, New Jersey.

In attendance were Angelo Accetturo, Alex Lazorisak, Bonnie Riley, Kevin Decie, Michael Finelli, William Colantano, Peter Kowalick and Sheila L. Oberly.

Mayor Accetturo called the meeting to order at 7:35 PM and announced that the meeting had been properly advertised in compliance with the Open Public Meeting Act of 1975.

Everyone stood and saluted the flag.

Mayor Accetturo announced that reports from the Treasurer and Tax Collector were on the back table for the public to take and review.

On motion by Mrs. Riley, seconded by Mr. Lazorisak, the minutes of April 18, 19, 2006 were approved. (ayes: Lazorisak, Riley, and Accetturo, nays: none).

ORDINANCE 2006-05 Amending and Supplementing Chapter 95, Titled “Zoning” of the Code to Remove a Conflicting Provision Regarding Height and Size of Accessory Structures was read by title only and opened to the public for comments. Mr. Finelli explained the ordinance in summary. The public hearing was closed and on motion by Mr. Lazorisak, seconded by Mrs. Riley and passed unanimously on roll call vote, **Ordinance 2006-05** was adopted.

**ORDINANCE 2006-08
TOWNSHIP OF OXFORD
COUNTY OF WARREN, NEW JERSEY**

**AN ORDINANCE TO AMEND A PORTION OF THE LAND
DEVELOPMENT ORDINANCE CHAPTER 95,
PLANNED ACTIVE ADULT DEVELOPMENT OVERLAY
DISTRICT**

BE IT ORDAINED by the Township Committee of the Township of Oxford, in the County of Warren, and State of New Jersey that the official zoning map be amended to add the PLANNED ACTIVE ADULT DEVELOPMENT OVERLAY DISTRICT (PAAD). The boundaries of the PLANNED ACTIVE ADULT DEVELOPMENT OVERLAY DISTRICT shall be the property boundary for Block 31.01, Lot 21.01 as shown on the Township of Oxford Tax Map.

FURTHER, BE IT ORDAINED, that Ordinance Section 95-12 be modified as follows:

Add the following subsections:

F. Planned Active Adult Development Overlay District.

- (1) The Planned Active Adult Development (PAAD) overlay district is located within a portion of the R40 residential zone as indicated on the attached Zoning Map. The purpose of this overlay district is to provide an appropriate area of the Township for higher density development for age-restricted dwelling units consisting of townhouses.
- (2) Active Adult Units. All residences shall be active adult units and shall be deed restricted for occupancy by households with at least one person 55 years of age or older and with no person less than 19 years of age, provided that visitors less than 19 years of age are permitted for no more than eight weeks during any twelve-month time period
- (3) Planned active adult development shall permit the following uses:
 - (a) Attached townhouses intended and operated for occupancy as active adult units as defined in this chapter.
 - (b) Recreational facilities for the benefit of the occupants of the project and their guests.
 - (c) Clubhouses and meeting rooms for the use of the occupants of the project and their guests.
 - (d) Essential public utility and service facilities, including maintenance facilities and structures.
- (4) All planned active adult developments (PAAD's) shall be subject to the following conditions:
 - (a) Minimum tract area: **20 acres**.
 - (b) Maximum Density. The maximum number dwelling units within the PAAD shall not exceed six (6) units **times the number of acres in the tract**. In computing the maximum number of units that shall be permitted, the following areas of land shall not be included in the acreage: existing easements, land in floodplains, and land on slopes in excess to **thirty (30)** percent.

- (c) The minimum setback of the dwelling units from the curb line or a parking area shall be thirty (30) feet except that uncovered porch areas may encroach a maximum of 5 feet into the front yard setback. Dwelling units located at the corner of site access roads shall meet the minimum setback requirement from both curb lines.
- (d) The minimum setback of the dwelling units from the tract boundary shall be 50 feet.
- (e) The minimum setback between onsite residential buildings shall be 50 feet except that the side yard setback between adjacent end units shall be 30 feet.
- (f) The minimum setback of residential building to the existing wireless communication tower shall be one hundred and twenty five (125) percent of the tower height.
- (g) Townhouse Standards.
 - [1] The maximum number of attached townhouses in one building shall be eight (8) units.
 - [2] The minimum floor area for each dwelling units shall be 800 square feet, excluding garage and basement areas.
 - [3] The maximum number of bedroom for each unit shall be three (3) bedrooms.
 - [4] The maximum building height shall be 2-1/2 stories or 35 feet.
 - [5] One (1) garage parking space shall be provided with each dwelling unit.
 - [6] The minimum driveway length measured from the garage door to the curb line or the sidewalk line shall be a minimum of 20 feet.
 - [7] The minimum width of the dwelling units shall be 20 feet.
 - [8] Each dwelling unit shall have two exterior walls and shall have two means of ingress and egress.

[9] Each townhouse building shall have a compatible architectural theme with distinctly different facades to provide an attractive development. The design shall include landscaping techniques, building orientation to the site and to other structures, topography and natural features. Architectural elevations of all PAAD dwelling units shall be submitted to the Land Use Board for review and approval as part of the final site plan submission, and information provided shall include the proposed surface materials of buildings.

(h) Design Standards:

[1] Site design shall be in accordance with the Residential Site Improvement Standards (RSIS).

[2] There shall be an adequate system of pedestrian walks serving all facilities within the development, providing access to residential units, accessory structures, parking areas, open space and recreational facilities, and along vehicular roadways as deemed necessary by Land Use Board. The pedestrian circulation system shall provide access to Pequest Road at a location determined by the Land Use Board for connection to existing or planned Township recreational facilities.

[3] Direct access to any dwelling unit from the development collector roadways shall be discouraged.

[4] The development shall be served by public water and sewer.

[5] All utilities shall be installed underground.

[6] The development roadways, parking areas, driveways, dwelling entranceways, and pedestrian walks shall be provided with sufficient illumination to minimize hazards to pedestrians and motor vehicles. Roadway and pathway lighting fixtures shall be residential in character and shall not exceed a height of 16 feet from the pavement surface. Roadway and pathway lighting fixtures shall have internal shielding such that the lighting element is not visible above a vertical angle of 85 degrees.

[7] Refuse storage areas shall be designed, located and buffered as to minimize any detrimental effect on the character of the development or to adjacent properties.

(i) Buffers and Landscaping:

[1] Landscaping. All developments shall be provided with professionally designed and executed landscaping. All areas not utilized for parking areas, driveways, streets and roads, recreational facilities, patios or terraces shall be provided with lawns or other suitable groundcover, trees and shrubs. Shade trees shall be provided along walks, driveways, parking areas and roadways. Screening or buffers consisting of fencing or landscaping may be required around recreation, parking, utility and refuse disposal areas, and around other similar areas, at the discretion of the Land Use Board. All landscaping shall be maintained in good condition and shall be replaced when necessary. No trees shall be planted between the curb and sidewalks.

[2] Buffers. The landowner shall be required to maintain a buffer zone of at least 25 feet along the perimeter of any planned development tract. Said buffer zone shall be kept in its natural state where wooded, and when natural vegetation is sparse or non-existent, the landowner shall be required to provide screening.

- (j) Open space and common space:
 - [1] Land equal to a minimum of twenty five (25) percent of the PAAD development shall be specifically set aside for conservation, recreation and / or open space.
 - [i] Land utilized for dwelling units, roadways, front yard areas and a distance of 20 feet to the rear of each dwelling unit shall not be included as part of the open space requirement.
 - [ii] No more than ½ of the minimum open space requirement may be wetlands buffer or floodplains.
 - [iii] The area associated with recreational facilities shall be included in the calculation of open space.
 - [2] Recreational facilities:
 - [i] Walking, jogging and bicycle paths shall be provided as part of the PAAD development and shall be subject to the approved of the Land Use Board.
 - [ii] Any recreational facilities proposed for the development shall require approval of the Land Use Board and shall be located in an area which will not be detrimental to adjacent property owners or residents by virtue of noise, light, glare and any other objectionable features emanating from such a facility.
 - [3] Ownership of Common Areas. Common areas of any tract utilized for the PAAD development shall be deeded to a corporation, association, or other legal entity consisting of the property owners within the development, for their use, control, management and maintenance. Any agreements providing for such ownership shall be reviewed and approved by the Land Use Board to ensure that adequate safeguards are included guaranteeing the continuance of the agreement in perpetuity and protecting the Township from harm. In any event, the agreement shall give the Township the

right to perform maintenance and assess the cost to the property owners in the event that the property owners fail to maintain the property in accordance with the agreement in accordance with NJSA 40:55D-43.

- [4] Maintenance. It shall be the responsibility of the owner of the common areas to maintain all off-street parking, driveways, aisles and access ways in good condition, free of litter and refuse, potholes, cracked pavement, ice, snow or other seasonal hazards, etc. All lighting, bumpers, marking, signs; drainage and landscaping shall be similarly kept in workable, safe and good condition. The costs for site lighting shall be the responsibility of the owner. If the owner fails to undertake repairs, after proper notification by the appropriate Township official, the Township may authorize repairs to be made at the owner's expense if, in the Township's opinion, conditions constitute a hazard to the safety and welfare of the Township residents and visitors.

NOTICE

NOTICE is hereby given that the foregoing Ordinance was introduced to pass on first reading at a regular meeting of the Township Committee of the Township of Oxford held on May 17, 2006, and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a meeting of the Township Committee to be held on June 21, 2006, at 7:30 p.m. or as soon thereafter as the Township Committee may hear this Ordinance at the Municipal Building at 11 Green Street, Oxford, New Jersey at which time all persons interested may appear for or against the passage of said Ordinance.

ORDINANCE 2006-08 To Amend a Portion of the Land Development Ordinance, Chapter 95 Planned Active Adult Development Overlay District was introduced on motion by Mr. Lazorisak, seconded by Mrs. Riley and passed unanimously on roll call vote.

TOWNSHIP OF OXFORD RESOLUTION 2006-36

A RESOLUTION FIXING THE SALARIES OF CERTAIN OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF OXFORD

BE IT ORDAINED, by the Mayor and Committee of the Township of Oxford, County of Warren and State of New Jersey, as follows, until a subsequent salary resolution is adopted

Section 1. The salaries for the following officers and employees for the Township of Oxford shall be as follows:

<u>Title</u>	<u>Salary</u>
Mayor	\$ 4,614.59 per annum
Deputy Mayor	3,489.07 per annum
Committee Person	3,489.07 per annum
Clerk	42,000.00 per annum
Chief Financial Officer	26,780.00 per annum
Deputy Clerk	12.36 per hour
Office Clerk	12.36 per hour
Collector	26,522.50 per annum
Tax Assessor	18,615.27 per annum
Public Works Manager	24.72 per hour
Public Works Laborer	17.23 per hour
Public Works Temporary Laborer	13.11 per hour
Equipment Operators	19.89 per hour
Land Use Attorney	8,240.00 per annum
Prosecutor	4,950.00 per annum
Municipal Magistrate	12,762.04 per annum
Municipal Court Administrator	24,227.33 per annum
Court Assistance during Court	47.73 during Court
Deputy Court Administrator	16.00 per hour
Sgt. At Arms	95.56 per month
Public Defender	231.75 per case
Zoning Officer	3,000.00 per annum
Welfare Director	1,889.00 per annum
Secretary to Welfare Board	468.08 per annum
Land Use Secretary	16.00 per hour
Board of Health Member	109.27 per annum
Municipal Building Custodian	17.51 per hour
Emergency Management Coordinator	1,545.00 per annum
Animal Control Officer	3,278.18 per annum
Animal Control Officer – expenses	25.00 per month
Township Engineer (Retainer)	2,500.00 per annum
Lake Director	81.19 per day
Assistant Lake Director	7.42 per hour
Lifeguards 3 years	7.58 per hour
Lifeguards 2 years	7.43 per hour
Lifeguards 1 year	7.25 per hour

Lake Custodian Service	8.00 per hour
Concession Stand Operator	8.45 per hour
Concession Stand Helper	7.25 per hour
Recycling Coordinator	59.67 per month
Recycling Commission Member	30.40 per month
Sewer Utility Commissioner	174.45 per quarter
Licensed Wastewater Treatment Operator	26.52 per hour
Police Director	1,200.00 per annum
Police Secretary	13.39 per hour
Police Matron	13.39 per hour
Crossing Guard (3 years plus)	8.47 per hour
Crossing Guard (2 years)	7.69 per hour
Special Meetings	75.00 per meeting
DARE Officer	1,500.00 per annum

Police are to be paid according to signed Police Contract

Section 2. All Salaries above shall be retroactive to January 1, 2006.

Section 3. Any resolution or part of resolution inconsistent herewith is hereby repealed.

Adopted by the Township Committee of the Township of Oxford this 17th day of May 2006.

RESOLUTION 2006-36 Fixing Salaries of Certain Officers and Employees of the Township of Oxford was adopted on motion by Mr. Lazorisak, seconded by Mr. Accetturo and passed unanimously on roll call vote.

**TOWNSHIP OF OXFORD
RESOLUTION 2006-37**

**RESOLUTION CERTIFYING THE TAX LEVY FOR THE
OXFORD TOWNSHIP SCHOOL DISTRICT 2006-2007 BUDGET**

BE IT RESOLVED by the Governing Body of the Township of Oxford, Warren County, New Jersey that:

WHEREAS, the voters of the Township of Oxford rejected the tax levy question for the Oxford Township School District by defeating the proposed school budget submitted in relation thereto by vote held on April 18, 2006; and,

WHEREAS, as a result of the rejection of the aforesaid school budget, the Governing Body of the Township of Oxford is obligated, pursuant to NJSA 18A: 22-37, as amended, to

consult with the Oxford Township Board of Education in an attempt to reach an accord regarding the amount, which is necessary to be appropriated for each item appearing in the said district budget for the school year 2006-2007 in order to provide a thorough and efficient education; and

WHEREAS, the aforesaid consultation between the representatives of the Township Committee and the Oxford Township Board of Education occurred on May 8, 2006; and,

WHEREAS, as a result of the aforesaid consultation, the Oxford Township Governing Body has made the determination that no adjustment of the amount that appears in the proposed school district budget for the school year 2006-2007, shall be made; and

WHEREAS, the Oxford Township Governing Body is obligated to memorialize the aforesaid decision by the adoption of this Resolution,

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Oxford that the following tax levy is hereby certified to the Warren County Board of Taxation as being which, in the opinion of the Governing Body, supports a thorough and efficient education with the Oxford Township School District for the 2006-2007 school year:

<u>Original Tax Levy On 04/18/06 Ballot</u>	<u>Amount of Reduction</u>	<u>Amount of Tax Levy Certified</u>
\$2,721,704.00	\$ 0.00	\$ 2,721,704.00

BE IT FURTHER RESOLVED that the Governing Body does hereby certify to the Warren County Board of Taxation that the budget remains as proposed and the amount of \$2,721,704.00 to be raised by local tax levy is, in the opinion of the Oxford Township Governing Body, sufficient to provide a thorough and efficient education within the Oxford Township School District for the school year 2006-2007.

RESOLUTION 2006-37 Certifying Tax Levy for the Oxford School District 2006-2007 Budget was adopted on motion by Mrs. Riley, seconded by Mr. Lazorisak and passed unanimously on roll call vote.

Mayor Accetturo opened the meeting to public comments in reference to the 2006 Budget. Being there were no public comments, the public hearing was closed.

RESOLUTION 2006-38 Adoption of the 2006 Oxford Township Budget was adopted on motion by Mr. Lazorisak, seconded by Mr. Accetturo and passed unanimously on roll call vote.

Mr. Lazorisak made a motion for Mayor Accetturo, Mrs. Riley seconded to sign the contract for Schoor Depalma to be named redevelopment planner after Mr. Lavery and Mr. Finelli has time to review and comment on contract. A meeting will be planned with Schoor Depalma, Mr. Finelli, and Mr. Lavery and the Committee within the next ten days to discuss the contract.

ORDINANCE 2006-09 Five Year Tax Exemption for Improvement Ordinance for New Development was adopted on motion by Mr. Lazorisak, seconded by Mr. Mr. Accetturo and passed unanimously on roll call vote.

At the last Committee meeting, a neighboring resident asked if he could purchase the two vacant lots (Block 9, Lot 2&3) next to him. Mr. Decie of Mr. Lavery's office stated that a public auction would have to be held to sell this property at fair market value.

Mr. Decie told the Township to set up a separate bank account in the name of Oxford Furnace Summer Festival to pay all expenses for the festival. A deposit of \$5,000 from the Township and any contributions received would be deposited into this account. Mr. Colantano stated that as per the State of New Jersey, no bill can be prepaid.

On motion by Mr. Lazorisak, seconded by Mrs. Riley and passed unanimously on roll call vote, to open a checking account entitled Oxford Furnace Summer Festival and permission to pay bills to all vendors as soon as they are submitted. All checks must have two signatures-the Mayor, Clerk and /or CFO.

On motion by Mr. Accetturo, seconded by Mr. Lazorisak and passed unanimously on roll call vote, to write a check to the Oxford Youth Association for \$15,000.00 of the total allotment for the year 2006.

On motion by Mr. Lazorisak, seconded by Mr. Accetturo and passed unanimously on roll call vote to pay the following two bills:

Jeff Hackett and Associates	\$ 720.00
Layman's Contracting, Inc.	\$ 5,120.00

Engineer's Report:

Mr. Finelli stated that his office is working on a number of items

1. The zoning board amendment that was acted on earlier.
2. At the next meeting DOT grants applications for next year's program will be submitted
3. Municipal Parking Lot- the design is finished. The next step is Mr. Lavery will communicate with Skylands Bank to arrange an agreement about cost sharing.
4. The Recreation Fields is moving along and in good shape. His office is waiting for the milling operation to be completed and then grade work will be done. Mr. Finelli will review the work and give the Committee an estimate and if this work will be put out to bid.

Peggy Hissim, Oxford Emergency Squad asked about a bill for Scott Durlister. The bill was approved last night at the workshop meeting. The Clerk will call Peggy when check is ready and she will pick up at the Municipal Building.

Ms. Hissim also asked about a heliport to be located on the new recreation fields. The requirement is no trees or wires in 110-foot radius. Mr. Finelli stated that there would be room if approved. She also asked about the money donated from PCFA for emergency services. Mr. Accetturo explained that the money was deposited into the general fund to be used to offset the expenses in the emergency departments. Some of the money will be used to lease a new police car. There will be no checks issued separately to any departments.

Diane Hooper asked if there would be movies at the lake this year. Mr. Accetturo stated that there is no appropriation in the budget this year for movies. Ms. Hooper sent reminders to the Police, Squad and Fire Departments of the date of May 30 as the deadline for submission of news to be printed in the newsletter.

Betty Wysocki, Animal Control Officer requested that for the year 2007 Dog Licenses, a computer program be purchased to easily keep track of all dog licenses issued. The Clerk will find out the cost and submit the quote to the Committee at June 20, 2006 Township Meeting.

Dennis Wolfe, Superintendent of Oxford Central School thanked the Committee for keeping the Oxford School budget the same.

Mr. Accetturo stated that Pequest River Municipality Utility Authority sets the sewer rates and the rates have gone up substantially. The Township is working with PRMUA inspecting the sewer lines. The recommendation from the auditor is to increase the sewer rates for residents to meet PRMUA rate increase.

A letter was received from Jeff Hackett asking to waive sewer fees on his property where a trailer was removed and he is now building a house. Since he is not putting flow into the line at this time, on motion by Mr. Accetturo, seconded by Mr. Lazorisak and passed unanimously on roll call vote to waive all sewer fees from May, 2006 until receipt of Temporary Certificate of Occupancy or a Certificate of Occupancy is issued on this property.

EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances, and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

1. The public shall be excluded from the discussion of any action upon the hereinafter specific subject matter.

2. The general nature of the subject matter to be discussed is pending litigation matters and contractual matter with the minutes made available at such time the Township Committee determines there is no danger to the Township by disclosing those minutes.
3. It is anticipated at this time that the above stated subject matter will be made public at the conclusion of the litigation matters. The motion carried with the following roll call vote at 9:15 PM.

Lazorisak	aye
Riley	aye
Accetturo	aye

At 10:32 PM, Mr. Decie stated that the Committee entered into open session and two contractual matters and three litigation matters were discussed. No official action was taken.

On motion by Mr. Lazorisak, seconded by Mrs. Riley and passed unanimously on roll call vote for Mike Lavery and Mayor Accetturo to meet with PRMUA with the Township's counter offer.

ORDINANCE 2006-10

AN ORDINANCE TO ESTABLISH THE SEWER USER CHARGE EQUIVALENT DWELLING UNIT AS DEFINED IN CHAPTER 77A OF THE CODE OF THE TOWNSHIP OF OXFORD ENTITLED "SEWERS."

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF OXFORD, WARREN COUNTY, STATE OF NEW JERSEY AS FOLLOWS:

The user charge per Equivalent Dwelling unit (EDU) for the year 2006 shall be \$700.00- such user charge will be paid in the following installments:

January 1, 2006	\$150.00	July 1, 2006	\$200.00
April 1, 2006	\$150.00	October 1, 2006	\$200.00

The Township Committee in its discretion for the year 2006 shall be based on such usage as may determine the user charge per Equivalent Dwelling unit. The first two payments for 2007 however, shall be based on half the 2006 user fee of \$700.00 and paid in the following installments:

January 1, 2007	\$175.00
April 1, 2007	\$175.00

ORDINANCE 2006-10 Establish **Sewer User Charge Fee** was adopted on motion by Mr. Lazorisak, seconded by Mrs. Riley and passed unanimously on roll call vote.

On motion by Mrs. Riley, seconded by Mr. Lazorisak and passed unanimously on roll call vote to sign John Paul Reece's computer contract.

On motion by Mr. Lazorisak, seconded by Mr. Accetturo, the meeting was adjourned at 10:40PM.

Sheila L. Oberly, RMC