



BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
MEETING MINUTES
FOR
THURSDAY,
JANUARY 23, 2025
7:00 P.M.

**Mayor and Council of the Borough of Allendale
 Combined Work and Regular Session Meeting Minutes
 January 23, 2025 – 7:00 p.m.**

A combined Work and Regular Session Meeting of the Mayor and Council of the Borough of Allendale was held in the Municipal Building at 500 West Crescent Avenue, Allendale, New Jersey on January 23, 2025. The meeting was called to order at 7:00 pm by Mayor Wilczynski.

Linda Cervino, the Municipal Clerk, read the open public meetings statement: “In compliance with the Open Public Meetings Act, the notice requirements have been satisfied. The meeting dates for the year are confirmed at the Annual Meeting, are posted on the public bulletin board in the Municipal Building and on the Borough Website, published in The Record within the first 10 days of the New Year, and copies are sent to The Ridgewood News and Star-Ledger. Notice of this meeting by the January 13, 2025, Sunshine Notice was sent to The Record, The Ridgewood News and Star Ledger and has been posted on the public bulletin board in the Municipal Building and Borough website.”

The roll call was recorded as follows:

	Present	Absent
Councilman Yaccarino	✓	
Councilman O’Toole	✓	
Councilwoman Homan	✓	
Councilwoman Lovisolo	✓	
Councilman Daloisio		✓
Councilman O’Connell	✓	
Mayor Wilczynski	✓	

A quorum was met.

The following were also present: Ray Wiss, Esq., Borough Attorney
 Linda Louise Cervino, Municipal Clerk
 Michael Dillon, Police Chief
 DPW Superintendant, Andrew Agugliaro.

Mayor Wilczynski led the salute to the flag.

APPROVAL OF MINUTES – January 6, 2025 Sine Die Meeting Minutes

The vote was recorded, and a roll call was conducted as follows:

	Motion	Second	Yes	No	Abstain	Absent
Councilman Yaccarino			✓			
Councilman O’Toole	✓		✓			
Councilwoman Homan			✓			
Councilwoman Lovisolo			✓			
Councilman Daloisio						✓
Councilman O’Connell		✓	✓			

**Mayor and Council of the Borough of Allendale
 Combined Work and Regular Session Meeting Minutes
 January 23, 2025 – 7:00 p.m.**

APPROVAL OF MINUTES – January 6, 2025 Re-Organization Meeting Minutes

The vote was recorded, and a roll call was conducted as follows:

	Motion	Second	Yes	No	Abstain	Absent
Councilman Yaccarino			✓			
Councilman O’Toole	✓		✓			
Councilwoman Homan			✓			
Councilwoman Lovisolo			✓			
Councilman Daloisio						✓
Councilman O’Connell		✓	✓			

PRESENTATIONS:

Swearing in of Fire Department Officers - Mayor Wilczynski administered the oath of office to the Allendale Fire Department Officers. Photos were taken.

<u>FIRE DEPARTMENT</u>	
Fire Chief:	Greg Andersen
Assistant Chief:	Vacant
1 st Captain:	Chris Rago
2 nd Captain:	John Mycek, Jr.
1 st Lieutenant:	Ryan Heath
2 nd Lieutenant:	Chris Peluso

Boy Scouts:

Joshua Alvelo, an Allendale resident, shared that his Eagle Scout project, initially planned for a different purpose, has shifted to a fire safety awareness presentation at the community center. The event will take place on April 5th for the general public and on April 6th for the special needs community. Topics will include fire prevention, fire containment, home fire equipment like extinguishers and detectors, and escape plans.

Jake Alvelo, also working on an Eagle Scout project, plans to build an informational and dedication wall behind the fire pit at Crestwood Lake's Red Barn. The wall will include details about the fire pit's purpose and military branch logos, along with a bench near the pond for older individuals or veterans attending flag retirement ceremonies.

Councilman O’Connell highlighted the urgency of approving the projects, and Councilwoman Lovisolo seconded the motion. The council unanimously approved both projects.

**Mayor and Council of the Borough of Allendale
 Combined Work and Regular Session Meeting Minutes
 January 23, 2025 – 7:00 p.m.**

AGENDA REVIEW:

Mayor Wilczynski reviewed the agenda which consisted of:

- Introduction of Ordinances #25-01, #25-02 and #25-03; and
- Consent Agenda Items 25-65 through 25-69; and
- Resolution 25-70 and Resolution 25-71.

PUBLIC COMMENT ON AGENDA ITEMS ONLY: No one from the public came forward.

INTRODUCTION OF ORDINANCES:

The Municipal Clerk read the title of the ordinance into the record:

- **ORDINANCE 25-01:** : BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS IN, BY AND FOR THE BOROUGH OF ALLENDALE, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$995,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT OR FULLY FUND AN APPROPRIATION FROM THE CAPITAL IMPROVEMENT FUND, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

The vote was recorded, and a roll call was conducted as follows:

	Motion	Second	Yes	No	Abstain	Absent
Councilman Yaccarino			✓			
Councilman O'Toole			✓			
Councilwoman Homan		✓	✓			
Councilwoman Lovisolo	✓		✓			
Councilman Daloisio						✓
Councilman O'Connell			✓			

(See Ordinance 25-01 attached and made a part hereof)

The Clerk stated Ordinance 25-01 has been introduced upon first reading and will be published in the Thursday, January 29, 2025, edition of the Record and will be taken up for further consideration and final passage at the Regular Meeting of the Mayor and Council on February 13, 2025, at 7:00 pm or soon thereafter.

**Mayor and Council of the Borough of Allendale
 Combined Work and Regular Session Meeting Minutes
 January 23, 2025 – 7:00 p.m.**

INTRODUCTION OF ORDINANCES:

The Municipal Clerk read the title of the ordinance into the record:

- **ORDINANCE 25-02:** AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE ARTICLE II, SECTION 252-9 OF THE BOROUGH CODE OF CHAPTER 252 OF THE BOROUGH OF ALLENDALE ENTITLED “VEHICLES AND TRAFFIC”.

The vote was recorded, and a roll call was conducted as follows:

	Motion	Second	Yes	No	Abstain	Absent
Councilman Yaccarino			✓			
Councilman O’Toole	✓		✓			
Councilwoman Homan		✓	✓			
Councilwoman Lovisolo			✓			
Councilman Daloisio						✓
Councilman O’Connell			✓			

(See Ordinance 25-02 attached and made a part hereof)

The Clerk stated Ordinance 25-02 has been introduced upon first reading and will be published in the Thursday, January 29, 2025 edition of the Record and will be taken up for further consideration and final passage at the Regular Meeting of the Mayor and Council on February 13, 2025, at 7:00 pm or soon thereafter.

INTRODUCTION OF ORDINANCES:

The Municipal Clerk read the title of the ordinance into the record:

- **ORDINANCE 25-03:** AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, VEHICLES AND TRAFFIC, CHAPTER 252-9(A).

The vote was recorded, and a roll call was conducted as follows:

	Motion	Second	Yes	No	Abstain	Absent
Councilman Yaccarino			✓			
Councilman O’Toole	✓		✓			
Councilwoman Homan		✓	✓			
Councilwoman Lovisolo			✓			
Councilman Daloisio						✓
Councilman O’Connell			✓			

(See Ordinance 25-03 attached and made a part hereof)

**Mayor and Council of the Borough of Allendale
 Combined Work and Regular Session Meeting Minutes
 January 23, 2025 – 7:00 p.m.**

The Clerk stated Ordinance 25-03 has been introduced upon first reading and will be published in the Thursday, January 29, 2025, edition of the Record and will be taken up for further consideration and final passage at the Regular Meeting of the Mayor and Council on February 13, 2025, at 7:00 pm or soon thereafter.

APPROVAL OF CONSENT AGENDA:

The vote was recorded, and a roll call was conducted as follows:

	Motion	Second	Yes	No	Abstain	Absent
Councilman Yaccarino			✓		25-69	
Councilman O’Toole			✓			
Councilwoman Homan			✓			
Councilwoman Lovisolo		✓	✓			
Councilman Daloisio						✓
Councilman O’Connell	✓		✓			

(See Resolutions 25-65 through 25-69 attached and made a part hereof)

(For the Record, Councilman Yaccarino abstained Resolution 25-69 and yes to the balance)

ADMINISTRATION:

Council Committee Reports

Councilman Yaccarino, Facilities, Parks and Recreation/ Land Use and Construction Code, stated, we have kicked off our concession stand project. As we stand now, the old structure has been fully demolished. We had our first meeting with our internal team and the contractor for the project. We are working hard to ensure that deadlines are met and that we’re providing a quality structure for Crestwood members and patrons alike. More to come on that.

Further to that, we’re beginning to plan 2025 organizing our policies and procedures as well as lake operations and summer entertainment. We’re hoping to have many new additions this year for that.

Field 3 maintenance has started but it’s currently paused due to sub-freezing temperatures. It will be ready for opening day 2025 and, as such, we’ll continue to do sport field maintenance throughout the year and years to come as we start our new field maintenance program.

Finally, I attended my first Land Use Board meeting in almost four years last Wednesday so I’m happy to be back on the Land Use Board as well as the Land Use Committee.

**Mayor and Council of the Borough of Allendale
Combined Work and Regular Session Meeting Minutes
January 23, 2025 – 7:00 p.m.**

Councilman Matthew O’Toole, Public Safety, stated, last week, the public safety committee had the pleasure of attending the ambulance corps annual installation dinner. As always, it was a wonderful time during which many members were recognized for their contributions both to the department and to the community at large. The public safety committee had our first meeting of the year last week with the police department command staff, three of our sergeants were able to attend. Andy Agugliaro was there and the chiefs of the fire department and ambulance corp. Some of the topics that we discussed were the police department interviewing potential hires which will be advanced to the public safety for the next round of interviews in the next couple of weeks. Signs around town, for one reason or the other, that have been out of service for repairs will be going back in place as the weather cooperates.

Public Safety Committee is also evaluating options to address the parking relating to issues downtown, including new signage directing visitors to the municipal lot. Other than that, our new police pickup truck has hit the road. The public safety committee had the pleasure to open negotiations with the PBA for their upcoming contract. The police department is currently working on renewing their accreditation status which occurs every three years. Policy and procedures for the department are viewed to ensure compliance with established practices, laws and regulations.

Finally, a big congratulations to Officer John Rubino, who will be getting married on Saturday.

Councilwoman Elizabeth Homan, Finance, Human Resources, Administration and Information Technology, Public Works & Public Utility, stated, both the Mayor and I met Veolia last week on many different issues. One of the things that I think is important for the public to continue to be aware of is that they are continuing to move forward in putting permanent PFAS treatment down at the New Street location. We currently have temporary treatment on West Crescent and down on New Street, but all those wells will eventually be treated in a permanent fashion down on New Street. Additionally, as many people are aware there’s been a lot of digging on the what is for the lead and cooper rule.

As far as sewer, we have continued to meet on many issues. A developer in Saddle River did make a motion against us in trying to utilize our sewer line for wastewater that would be coming out of a development that they are proposing in Saddle River. Our team has met under the guidance of Ray Wiss. A reply has been sent and that will be in front of a judge on Tuesday. Our team in working very diligently to make sure that we protect the interests of Allendale while being as good of a neighbor as possible. We also are moving forward on what repairs needs to be done on the sewer system that’s currently in Allendale.

Lastly, I’d like to thank the boy scouts and I’m super excited and impressed that we have young adults doing eagle scout projects and seeing you here working with The Green Team. Scouting is an excellent opportunity to develop skills and be helpful in a community, so I can’t thank you all enough for your continued involvement.

**Mayor and Council of the Borough of Allendale
Combined Work and Regular Session Meeting Minutes
January 23, 2025 – 7:00 p.m.**

Councilwoman Susanne Lovisolo, Finance, Human Resources, Administration and Information Technology, Land Use and Construction Code, stated, the Finance/HR/Admin and IT committee met this week to discuss our budget. It was our very first meeting. We had our first Land Use Committee this morning. We had a very full agenda as it was our first meeting of the year. I just want to thank Councilman Daloisio for serving on the committee last year and I want to welcome Councilman Tyler Yaccarino to the committee this year. As we discussed residential and non-residential property issues at this committee meeting, certain topics arise that we just want to make sure our residents and business owners are aware of. We would just like to remind our residents that you should not be shoveling your driveway and walkway snow into the street. In addition, you're also responsible for making sure that the sidewalk that abuts your property is clear of snow and ice. If you have any questions about this, please reach out to me or to Mike Limatola, our property maintenance officer in our construction department.

As we look forward to the warmer weather in a few months, we wanted to remind our eating establishments in town that would like to have outdoor dining that you are required to present an outdoor dining plan to the borough that shows the placement of your tables and chairs. No other items can be placed on the sidewalks outside of your restaurants without the approval of the borough. So, if you plan on adding string lights or your own planters or signs or what have you, you must include that on your plan or seek permission separately before placing any items where they are currently not permitted.

We like to welcome new businesses to our wonderful borough. This is a reminder that all businesses now need to register yearly with our clerk's office for the Business Insurance Registry. New businesses are welcomed to come before our Land Use Board so that we can welcome you into our town. Our mayor and council love a good ribbon cutting ceremony. We just came from one at our new community center.

We also encourage our businesses to review our Allendale code or reach out to our construction department if you plan on making any changes to your establishment. As always, feel free to reach out to me or members of the Land Use team with any questions.

We are going to have our library coordinator come and speak about all the improvements that the library is currently doing. They've done a lot of great improvements in the library.

Some upcoming library programs:

For adults, there's still time to register for the Valentine cookie contest. Entries will be judged on February 11th at 7:00 p.m. Everyone is invited to taste the cookies and to see who wins a prize.

For kids, they are holding a Korean New Year program on January 29th. Come celebrate the year of the snake and make a papercraft depicting a traditional Korean rice cake soup.

**Mayor and Council of the Borough of Allendale
Combined Work and Regular Session Meeting Minutes
January 23, 2025 – 7:00 p.m.**

Nancy encourages people to come visit our new community showcase near the front of the library. The first exhibit features the watercolor artwork of local artists and library volunteer, Sarah Reilly. The exhibits will be rotated monthly and will feature artwork of collections of residents. A complete list of their programs is available on their website.

Councilman Joseph Daloisio, Public Works & Public Utility/ Public Safety was absent.

Councilman Edward O’Connell, Facilities, Parks and Recreation, stated, I will continue keeping on top of the Eagle Scout projects in town. I just want to say a heartfelt thank you to the mayor and council, the Allendale Borough and neighbors and friends for the flowers, and the thoughts and prayers in our time of need.

Staff Reports:

Linda Louise Cervino, Municipal Clerk, stated she has nothing to report.

Councilman Yaccarino added that Amanda Richards and Linda Cervino did a great job at the rabies clinic held at the Red Barn on Saturday, January 18, 2025.

Alison Altano, CFO/Borough Administrator, stated not present.

Michael Dillon, Police Chief

Mike Dillon thanked the mayor and council for their continued support and investment into the police department. We as a team have put the department on a great path to continued success. Lieutenant Griffiths, Sergeant Helmer and I had a pleasure attending today’s ribbon cutting at the community center. Congratulations to you on opening this valuable asset to the residents of Allendale.

Andrew Agugliaro, DPW Superintendent,

We survived our first snowstorm this year. Just to add what Councilwoman Lovisolo said earlier, residents, please be mindful about blowing or shoveling snow into the streets. During snowstorms, our DPW personnel worked tirelessly and long hours to clear the streets for everybody’s safety. Please be aware of that. If you have a fire hydrant near your street or your house, adopt it. Become a hydrant hero. Clear the snow from it. We never know when the hydrants are going to be needed by our volunteer fire fighters, and it would be a huge asset and help if you can do that. We had two retirements this year already: James Moritz and Richie McDowell. They were both integral parts of our DPW process. Jimmy was our equipment operator and took care of and maintained our compost facility year-round. Richie was our lake commander and took care of getting Crestwood Lake open every single year. They will both be missed.

**Mayor and Council of the Borough of Allendale
Combined Work and Regular Session Meeting Minutes
January 23, 2025 – 7:00 p.m.**

The DPW is still picking up Christmas trees through February 3, 2025. Right now, we're on the west side. Starting Monday we will be on the east side. Lastly, I'm proud to say that the new rolloff has finally arrived. I want to say thank you to the Mayor and Council, our administrator and our finance committee for allowing this to happen.

Councilman Yaccarino stated that he was in Wyckoff Sunday afternoon and from Wyckoff to Mahwah, we have the best roads.

Andy Agugliaro said we got five inches of snow.

Ray Wiss, Borough Attorney, stated, it's been a very busy couple of weeks on a lot of matters in addition to some of the matters of the ordinances on tonight's agenda. TJ from my office has been working with the chief on OPRA requests that the department is getting. We try as best to comport with the law, but it really does inundate the department and slows down the work that they're really there to do.

I have been working with Hampshire on some issues involving the community center and The Vale and easements between the borough and Vale. With Veolia, a bunch of things are still going on. We're working on easement agreements with them. We need to focus again. I did send an email again to the borough engineer earlier today on the diversion process again. As Councilman O'Toole mentioned, negotiations with the PBA. Councilwoman Homan mentioned we do have an ongoing litigation with a developer in Saddle River. Our submission was sent earlier this week. The reply is due tomorrow. We will be in Court as of now, Tuesday afternoon. There are a lot of complex issues involved there.

Under the upcoming good news, tomorrow we're anticipating a check in settlement of the PK litigation.

MAYOR'S REPORT:

Mayor Wilczynski stated we've had a great start to the new year. I met with every single committee so I'm looking forward to working with everybody going forward. I'm also looking forward to meeting with each of you individually and we're going to create our goals and strategy again and then they will be presented to the public for their input. I look forward to that. I've already met with Alison Altano, and we plan on meeting with every single borough employee to talk to them about their goals and anything that they need or want and support them in their work and how they can better serve our residents.

I'm happy that everybody is embracing Teams. I think it's going to be great for all our committees to work more efficiently as well as keeping great records. We're continuing to drive innovation. We have GovPilot as our enterprise system and we're looking to put all our Land Use on there. People get permits so we just have much better record-keeping.

**Mayor and Council of the Borough of Allendale
Combined Work and Regular Session Meeting Minutes
January 23, 2025 – 7:00 p.m.**

We had our community center ribbon cutting today. Thanks again to everybody involved. Just so people understand, the community center is open to Allendale residents. It's not open to any other town. It's just for us. It's all our residents and our volunteer organizations. We are bucketing sometimes right now just to help with scheduling and just getting the feel for it. So, we have buckets of times that are for open gyms for younger kids, older kids. We have a bucket of time for the pickle ball and for the community center space. That's not the only time the center is going to be open. It's going to be very active. The other spaces in between are for the residents if they want to go to a book club or play bridge or something like that. We do have a state-of-the-art system where we give out codes so we're working through that. Amand Richards in the clerk's office has done a great job implementing that. We do ask for patience and grace as we go through this. It's been an incredibly dynamic, but complicated process. We've never done this before. There's so many things you have to think about. I'm meeting with another volunteer for pickleball so that's going to be up and running. So far, it's been great. We've had some pilots going. Recreation has been starting a little bit just to work out some of the kinks. It has been received very well by the community. We had our first event, a boy scout event.

Later today we're going into closed session. Our planner, Ed Snieckus, is here and we're going to talk about our fourth round. Our experts have been working tirelessly around the clock with us and I'm sure every other town is because there is this very tight deadline of January 31st. It's a very aggressive deadline and we're doing everything that we can to be very fair looking through all the numbers and calculations. It's a complicated process, but we will get there.

Congratulations to Richie McDowell. He's been with our DPW department for 30 years. Is the guru of the lake and he will be missed. Thank you and your team, Andy, for the great work in the snowstorm. I loved seeing the streets in Allendale were nice and cleaned.

Congratulations to our fire department on the officers. We're looking forward to working with them this year and having a great year with them.

We're working on the PBA negotiations. We had a chamber meeting. I had my first league meeting. They started back up which is a great resource for me. It's a non-partisan group. About 30 or 40 mayors show up. We always have great speakers.

Regarding the concession stand, Councilman Yaccarino is keeping everything in check. He's our new project manager. We look forward to keeping that going.

**Mayor and Council of the Borough of Allendale
Combined Work and Regular Session Meeting Minutes
January 23, 2025 – 7:00 p.m.**

PRESENTATION:

Allendale Green Team, Mark Savastano

Mark Savastano of The Allendale Green Team approached the podium and made a presentation in front of the Mayor and Council of the Borough of Allendale.

“Mayor and Council Members, thank you for the opportunity to report the continued success of the Green Team's efforts to raise awareness of sustainable practices in Allendale. We are now entering our 5th year promoting sustainability and offering opportunities to recycle non-mandated materials and the results could not be more gratifying. It's important that our residents understand what we are doing and why it matters.

We are demonstrating that our curbside pickup represents a source of recoverable and valuable raw materials. A perfect example is our collection of Expanded Polystyrene, EPS #6 commonly referred to as "Styrofoam". The first reaction is "I didn't know that could be recycled", then "It's as light as feather, why does it matter?" Well, the truth it is, this is a plastic which never decomposes and occupies enormous amounts of space in our landfills. This densified brick represents a van load. Our last collection was nearly 800 cubic feet, a large box truck full of material, which was densified to 5 cubic feet weighing 226 lbs. This is the raw material for these items. A second excellent example is Polystyrene Plastic Bags and Film which is the raw material for the Trex bench which we donated to the library.

The team facilitates the collection of an ever-increasing variety of items through our initiatives which have now grown to 12 programs including 4 annual events. We are excited to announce that what was once an occasional collection of EPS has now been replaced by a newly established agreement for a rotating monthly EPS collection in partnership with Ramsey and Upper Saddle River. We have also developed a mutually beneficial partnership with Rohsler's Allendale Nursery involving four of our collection efforts.

The list of events and programs includes:

- Annual Earth Day/Spring Cleanup Event Scheduled this year for Saturday April 26
- Annual Pumpkin & Gourd Compost Collection
- Annual Holiday Lights Collection
- Annual Holiday EPS "styrofoam" Collection
- Ongoing Polyethylene Plastic Film / Bags and Soft Packing Foam collection
- Household/Kitchen Food Scraps Composting via backyard compost bins
- Ongoing Sales of Backyard Compost Bins and Rain Barrels
- Electronics Recycling
- Clothing Recycling/Redistribution /Reuse
- X-ray and MRI Film Recycling
- Proper Medicine/Prescription Disposal in partnership with Valley Hospital and the APD

**Mayor and Council of the Borough of Allendale
Combined Work and Regular Session Meeting Minutes
January 23, 2025 – 7:00 p.m.**

- Hazardous Material Disposal in partnership with the BCUA
- Paper Shredding in partnership with the BCUA

We are successful because of our dedicated team of volunteers

1. Our Liaison - Council Member Susanne Lovisolo.
2. Council Member Emeritus - Jim Strauch. Jim continues to collect plastic bags from our borough hall Trex container and deliver them to ACME. He also generously provides the vehicle for our EPS packing foam collections.
3. Carlton Frost who offered the use of his garage to store EPS in April.
4. Walter Widmer who has attended each event without fail and also provided storage for Packing Foam and Holiday Lights.
5. Steve Rycroft and Pat Finn who continue to generously contribute their time.
6. And myself. I continue to enjoy the great satisfaction of contributing to our community.

We expanded our partnerships this year. In addition to the productive relationship we maintain with Lee Memorial Library, in 2024 we established a reliable connection with Northern Highlands and continue to receive enthusiastic support from Kimberly Hayes and Tara Weiss of the Career and Academic Pathways Department. They have both facilitated connection with student volunteers. Tara - I received a call from your husband today, thanking the Green Team for our efforts. He apologized for being unable to attend tonight and he pledged a \$500.00 donation towards our sustainability initiatives. Some of the students who participated in our Pumpkin and EPS Collections are here this evening: Hudson Bloch, Felix Hao, Isabella Zrebiec, Eric Levinsohn, Sophia Taylor and Zoe Heins, Tami Aderemi, Serena Wang and Samantha Yu, Scout Seamus Murphy. Scout Will Skripak assisted with an earlier EPS collection and Krithi Vedam who helped to establish our Instagram account and is interested in helping to organize cleanup in coordination with Carlton Frost during our April event.

We were very fortunate to also have partnered with Rohsler's Allendale Nursery. Bruce generously provided a location for our Pumpkin, Gourd and Mum collection and accepted the material for his compost heap. Further, Bruce provided Holiday Light s, EPS Packing Foam and Electronics, acting as a drop off point during our Holiday collections.

Lastly, I must also recognize the participation of our residents. Each time we thank them for participating in our collections, nothing feels better than them thanking us in return for providing the opportunity to recycle. One resident, who attended our Holiday EPS collection, showed up with a vehicle so filled with EPS, that it took volunteers several minutes to unload. As we thanked him, he stated he had been saving the material for 2 years waiting for an opportunity to recycle it, when he heard of our collection.

As for the results of our efforts - I have previously reported the 8.4 tons of material collected at our April Spring Cleanup/Earth Day Event and 1.1 tons of material collected during our November Pumpkin, Gourd and Mum Compost Collection. Since then, we initiated 3 holiday collections which were active post-Thanksgiving through January 18, to recover electronics, decorative lights and EPS packing foam. In combination with ongoing plastic film collection, these efforts resulted in the diversion of an additional 1,500 lbs. of recyclables from the waste stream bringing the total measured weight in 2024 diverted from the landfill through Green Team activities to nearly 20,000 pounds. While this is impressive, it still does not account for the weight of food waste diverted through use of our backyard compost bins and the

**Mayor and Council of the Borough of Allendale
Combined Work and Regular Session Meeting Minutes
January 23, 2025 – 7:00 p.m.**

subscription program subscribed to by residents for curbside food waste pickup by Neighborhood Compost. It also excludes material voluntarily brought to Staples by residents who have learned of their free recycling program through the Green Team.

The AllendaleGreenTeam@gmail.com email now receives regular inquiries, asking for advice on how to recycle the smallest of household items like single use alkaline batteries, which are collected at Staples, to the largest items such as flat screen and CRT TVs which I have delivered to the BCUA in Moonachie. As I have hoped, residents no longer give a puzzled look when the Green Team is mentioned. Instead, they advise their neighbors to "Ask the Green Team!" when seeking recycling advice. They recognize the opportunity to make a personal contribution towards a more sustainable Allendale and that collectively, we are sharing the benefits of thoughtful environmental choices.

Whether success is viewed through the lens of reducing trash expenditures in the municipal budget or through the lens of reducing the weight of trash, which is sent to landfills, we are demonstrating that these are not opposing goals - in fact fiscal responsibility and environmental sustainability coexist providing undeniable benefits.

Your Green Team volunteers are committed to our ideals as outlined in our mission statement and we want to thank you for memorializing those goals in your recent proclamation. By working in collaboration with this body to provide information and opportunities to our residents, and by seeking partnerships with our local businesses, we will continue to promote voluntary participation to achieve progress in reducing the flow of material to landfills. We look forward to building partnerships with additional Allendale Businesses as they become aware of our activities.

Lastly, as chairman of Sustainable Jersey's Bergen Hub Food Waste Committee, I will focus our efforts in 2025 on the opportunity to reduce compostable material in our municipal waste stream through voluntary participation in a new initiative to expand separation of food waste for composting. Similar programs which have been established and operational for several years in Ridgewood and Leonia, demonstrate that compostable material composes greater than 50% of the weight of household trash. These programs separate ALL food waste, including items that cannot be composted in backyard bins, such as meat, fish, bones, soiled pizza boxes, oils, dairy products, etc.

In conclusion, we encourage every Allendale resident to be mindful of the many opportunities to recycle non-mandated materials, share the information with a neighbor, and when in doubt Ask the Green Team via AllendaleGreenTeam@gmail.com.”

Mark held up his posters and thanked the Mayor and Council for their support.

Councilwoman Lovisolo stated on behalf of the council I want to thank the Green Team and our residents for their focus on recycling sustainability and, Mark, especially for your leadership. You are passionate about this. We really thank you for all that you've done.

Mark Savastano said he wants to give a talk at the community center for all the residents to come.

UNFINISHED BUSINESS: None.

**Mayor and Council of the Borough of Allendale
 Combined Work and Regular Session Meeting Minutes
 January 23, 2025 – 7:00 p.m.**

NEW BUSINESS: None.

PUBLIC COMMENTS ON ANY MATTER:

No one else from the public came forward.

CLOSED SESSION:

A. RES 25-70/Authorize Closed Session

1. For the limited purpose of discussing pending and prospective affordable housing litigation and the municipal obligation with respect thereto.

The vote was recorded, and a roll call was conducted as follows:

	Motion	Second	Yes	No	Abstain	Absent
Councilman Yaccarino			✓			
Councilman O’Toole			✓			
Councilwoman Homan	✓		✓			
Councilwoman Lovisolo			✓			
Councilman Daloisio						✓
Councilman O’Connell		✓	✓			

(Resolution attached and made a part hereof)

The Regular meeting paused at 8:00 p.m.

The Mayor and Council went into Closed Executive Session at 8:07 p.m. Minutes of this meeting were taken and will be released to the public at the time the matter is resolved.

The Regular Session meeting resumed at 8:40 p.m.

On a Motion by Councilman Yaccarino, second by Councilman O’Connell, all were in favor to exit Closed Session and return to regular session:

RESOLUTIONS:

RES 25-71: RESOLUTION OF THE BOROUGH OF ALLENDALE, COUNTY OF BERGEN, STATE OF NEW JERSEY COMMITTING TO COMPLY WITH PRESENT NEED (REHAB OBLIGATION) AND THE ROUND 4 PROSPECTIVE NEED SUBJECT TO CORRECTIONS OF DATA AND ALL APPLICABLE ADJUSTMENTS.

The vote was recorded, and a roll call was conducted as follows:

**Mayor and Council of the Borough of Allendale
 Combined Work and Regular Session Meeting Minutes
 January 23, 2025 – 7:00 p.m.**

	Motion	Second	Yes	No	Abstain	Absent
Councilman Yaccarino			✓			
Councilman O'Toole			✓			
Councilwoman Homan		✓	✓			
Councilwoman Lovisolo	✓		✓			
Councilman Daloisio						✓
Councilman O'Connell			✓			

(Resolution attached and made a part hereof)

ADJOURNMENT:

There being no further business to come before the Mayor and Council, on a motion by Councilman O'Connell, second by Councilwoman Homan and unanimously carried, the meeting was adjourned at 8:43 p.m.

Respectfully submitted,

Linda Louise Cervino

 Linda Louise Cervino, RMC
 Municipal Clerk

 02/13/2025

Date Approved

BOROUGH OF ALLENDALE
COUNTY OF BERGEN
STATE OF NEW JERSEY

ORDINANCE #25-01

BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS IN, BY AND FOR THE BOROUGH OF ALLENDALE, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$995,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT OR FULLY FUND AN APPROPRIATION FROM THE CAPITAL IMPROVEMENT FUND, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

BE IT ORDAINED by the Borough Council of the Borough of Allendale, in the County of Bergen, State of New Jersey, as follows:

Section 1. The Borough of Allendale, in the County of Bergen, State of New Jersey (the "Borough") is hereby authorized to make various public improvements in, by and for said Borough, as more particularly described in Section 4 hereof. The cost of the improvements includes all work, materials and appurtenances necessary and suitable therefor.

Section 2. There is hereby appropriated to the payment of the cost of making the improvements described in Sections 1 and 4 hereof (hereinafter referred to as "purposes"), the respective amounts of money hereinafter stated as the appropriation for said respective purposes. Said appropriation shall be met from the proceeds of the sale of the bonds authorized and the Capital Improvement Fund moneys (either to make a down payment or to fully fund an appropriation) appropriated by this ordinance. Said improvements shall be made as general improvements and no part of the cost thereof shall be assessed against property specially benefited.

Section 3. It is hereby determined and stated that the making of such improvements is not a current expense of said Borough.

Section 4. The several purposes hereby authorized for the financing of which said obligations are to be issued are set forth in the following "Schedule of Improvements, Purposes and Amounts" which schedule also shows (1) the amount of the appropriation and the estimated cost of each such purpose, and (2) the amount of each sum which is to be provided by the appropriation from the Capital Improvement Fund hereinafter made to either fully fund the appropriation or to provide a down payment, and (3) the estimated maximum amount of bonds and notes to be issued for each such purpose, and (4) the period of usefulness of each such purpose, according to its reasonable life, computed from the date of said bonds:

SCHEDULE OF IMPROVEMENTS, PURPOSES AND AMOUNTS

- A. Supplemental funding for the rehabilitation of the Crestwood Lake Concession Stand. It is hereby determined and stated that the Borough has heretofore appropriated the sum of \$200,000 for such improvement pursuant to Ord. No. 23-14 adopted on October 26, 2023.

Appropriation and Estimated Cost	\$ 700,000
Down Payment Appropriated	\$ 35,000
Bonds and Notes Authorized	\$ 665,000
Period of Usefulness	15 years

- B. Acquisition of new communication and signal systems equipment consisting of dispatch equipment for the use of the Police Department, the Fire Department and the Volunteer Ambulance Corps.

Appropriation and Estimated Cost	\$ 295,000
Capital Improvement Fund Appropriated	\$ 295,000
Period of Usefulness	10 years

Aggregate Appropriation and Estimated Cost	\$ 995,000
Aggregate Capital Improvement Fund Appropriated either as a Down Payment or to Fully Fund an Appropriation	\$ 330,000
Aggregate Amount of Bonds and Notes Authorized	\$ 665,000

Section 5. The cost of such purposes, as hereinbefore stated, includes the aggregate amount of \$20,000 which is estimated to be necessary to finance the cost of such purposes, including architect's fees, accounting, engineering and inspection costs, legal expenses and other expenses, including interest on such obligations to the extent permitted by Section 20 of the Local Bond Law (Chapter 2 of Title 40A of the New Jersey Statutes Annotated, as amended; the "Local Bond Law").

Section 6. It is hereby determined and stated that moneys exceeding \$330,000, appropriated for down payments on capital improvements or for the capital improvement fund in budgets heretofore adopted for said Borough, are now available to finance said purposes. The sum of \$330,000 is hereby appropriated from such moneys to the payment of the cost of said purposes.

Section 7. To finance said purposes, bonds of said Borough of an aggregate principal amount not exceeding \$665,000 are hereby authorized to be issued pursuant to the Local Bond Law. Said bonds shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law. All matters with respect to said bonds not determined by this ordinance shall be determined by resolutions to be hereafter adopted.

Section 8. To finance said purposes, bond anticipation notes of said Borough of an aggregate principal amount not exceeding \$665,000 are hereby authorized to be issued pursuant to the Local Bond Law in anticipation of the issuance of said bonds. In the event that bonds are issued pursuant to this ordinance, the aggregate amount of notes hereby authorized to be issued shall be reduced by an amount equal to the principal amount of the bonds so issued. If the aggregate amount of outstanding bonds and notes issued pursuant to this ordinance shall at any time exceed the sum first mentioned in

this section, the moneys raised by the issuance of said bonds shall, to not less than the amount of such excess, be applied to the payment of such notes then outstanding.

Section 9. Each bond anticipation note issued pursuant to this ordinance shall be dated on or about the date of its issuance and shall be payable not more than one year from its date, shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law and may be renewed from time to time pursuant to and within limitations prescribed by the Local Bond Law. Each of said bond anticipation notes shall be signed by the Mayor and by a financial officer and shall be under the seal of said Borough and attested by the Borough Clerk or Deputy Borough Clerk. Said officers are hereby authorized to execute said notes in such form as they may adopt in conformity with law. The power to determine any matters with respect to said notes not determined by this ordinance and also the power to sell said notes, is hereby delegated to the Chief Financial Officer who is hereby authorized to sell said notes either at one time or from time to time in the manner provided by law.

Section 10. It is hereby determined and declared that the period of usefulness of the purpose to be financed with bonds or notes, according to its reasonable life, is a period of 15 years computed from the date of said bonds.

Section 11. It is hereby determined and stated that the Supplemental Debt Statement required by the Local Bond Law has been duly made and filed in the office of the Borough Clerk of said Borough, and that such statement so filed shows that the gross debt of said Borough, as defined in Section 43 of the Local Bond Law, is increased by this ordinance by \$665,000 and that the issuance of the bonds

and notes authorized by this ordinance will be within all debt limitations prescribed by said Local Bond Law.

Section 12. Any funds received from private parties, the County of Bergen, the State of New Jersey or any of their agencies or any funds received from the United States of America or any of its agencies in aid of such purposes, shall be applied to the payment of the cost of such purposes, or, if bond anticipation notes have been issued, to the payment of the bond anticipation notes, and the amount of bonds authorized for such purposes shall be reduced accordingly.

Section 13. The Borough intends to issue the bonds or notes to finance the cost of the improvement described in Section 4.A of this bond ordinance. If the Borough incurs such costs prior to the issuance of the bonds or notes, the Borough hereby states its reasonable expectation to reimburse itself for such expenditures with the proceeds of such bonds or notes in the maximum principal amount of bonds or notes authorized by this bond ordinance.

Section 14. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this ordinance. Said obligations shall be direct, unlimited and general obligations of the Borough, and the Borough shall levy ad valorem taxes upon all the taxable real property within the Borough for the payment of the principal of and interest on such bonds and notes, without limitation as to rate or amount.

Section 15. The capital budget is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency therewith and the resolutions promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the

Director, Division of Local Government Services, is on file with the Borough Clerk and is available for public inspection.

Section 16. This ordinance shall take effect twenty days after the first publication thereof after final passage.

	Motion	Second	Yes	No	Abstain	Absent
Councilman Yaccarino			✓			
Councilman O'Toole			✓			
Councilwoman Homan		✓	✓			
Councilwoman Lovisolo	✓		✓			
Councilman Daloisio						✓
Councilman O'Connell			✓			
Mayor Wilczynski	-----	-----				

I hereby certify the above to be a true copy of an Ordinance introduced by the Governing Body of the Borough of Allendale on January 23, 2025.


 Linda Louise Cervino, RMC
 Municipal Clerk

BOROUGH OF ALLENDALE
COUNTY OF BERGEN
STATE OF NEW JERSEY

ORDINANCE #25-02

AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE ARTICLE II, SECTION 252-9 OF THE BOROUGH CODE OF CHAPTER 252 OF THE BOROUGH OF ALLENDALE ENTITLED "VEHICLES AND TRAFFIC".

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Chapter 252, Vehicles and Traffic, Article II, of the Code of the Borough of Allendale, be and hereby is amended, supplemented and revised in its entirety to add the following Section 252-9(C):

§252-9(C). (1) No person, other than those persons who are then utilizing or visiting the Borough's Recreation/Community Center owned by the Borough (the "Borough Facility") and located at 210 West Crescent Avenue (the "Borough Property"), shall park in any unnumbered parking space on the Borough Property, and parking in any unnumbered parking space at the Borough Property shall be exclusively for such persons then utilizing or visiting the Borough Facility.

(2) Notwithstanding any other provision of this Code, any person convicted of a violation of §252-9(C) of the Code of the Borough of Allendale or any amendment or supplement thereto shall be subject to (i) a fine of \$50 for the first offense, (ii) a fine of \$100 for the second offense; and (iii) for the third and subsequent offenses, a fine of at least \$500 or imprisonment for a term not to exceed 15 days, or both, at the discretion of the Judge before whom such person may be convicted.

This Ordinance shall take effect upon final passage, approval and publication as required by law.

BE IT FURTHER ORDAINED that, except as modified herein, all other provisions of Chapter 252 shall remain in full force and effect as previously adopted.

	Motion	Second	Yes	No	Abstain	Absent
Councilman Yaccarino			✓			
Councilman O'Toole	✓		✓			
Councilwoman Homan		✓	✓			
Councilwoman Lovisolo			✓			
Councilman Daloisio						✓
Councilman O'Connell			✓			
Mayor Wilczynski	-----	-----				

I hereby certify the above to be a true copy of an Ordinance introduced by the Governing Body of the Borough of Allendale on January 23, 2025.

Linda Louise Cervino

Linda Louise Cervino, RMC
Municipal Clerk



**BOROUGH OF ALLENDALE
COUNTY OF BERGEN
STATE OF NEW JERSEY**

ORDINANCE #25-03

**AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE
THE CODE OF THE BOROUGH OF ALLENDALE,
VEHICLES AND TRAFFIC, CHAPTER 252-9(A)**

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Chapter 252-9(A) of the Code of the Borough of Allendale, be and hereby is amended, supplemented and revised to add the following provision to said Chapter:

252-9. Parking on Designated Streets and at specific times

- A. No person shall park a vehicle for longer than the time limit shown upon any of the following streets or parts of streets:

<u>Name of Street</u>	<u>Side</u>	<u>Day of Week</u>	<u>Time Limit</u>	<u>Hours</u>	<u>Location</u>
West Allendale Avenue	Both	Any day except Sunday and holidays	5 minutes	8:00 am to 11:00 pm	In front of 75 West Allendale Ave.

BE IT FURTHER ORDAINED that, except as modified herein, all other provisions of Chapter 252 shall remain in full force and effect as previously adopted.

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino			✓			
O'Toole	✓		✓			
Homan		✓	✓			
Lovisollo			✓			
Daloisio						✓
O'Connell			✓			
Mayor Wilczynski	-----	-----				

I hereby certify the above to be a true copy of an Ordinance introduced by the Governing Body of the Borough of Allendale on January 23, 2025.


 Linda Louise Cervino, RMC
 Municipal Clerk



**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2025

RESOLUTION# 25-65

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino			✓			
O'Toole			✓			
Homan			✓			
Lovisolo		✓	✓			
Daloisio						✓
O'Connell	✓		✓			
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on Consent Agenda

AUTHORIZING EMERGENCY TEMPORARY BUDGET APPROPRIATIONS

WHEREAS, an emergent condition has arisen with respect to certain budget appropriations and no adequate provision has been made in the 2025 Temporary Budget, and N.J.S.A. 40A: 4-20 provides for the creation of emergency temporary appropriations for said purpose; and

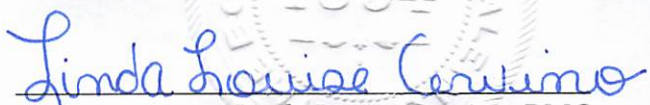
NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale that in accordance with the provisions of N.J.S.A. 40A: 4-20;

1. An emergency temporary appropriation be and the same is hereby made in the total amount of:

Current Fund	
Sewer – OE	1,000
Construction Code – OE	5,000
Insurance - OE	70,000
Workers Compensation	50,000
NW Bergen Sewer – OE	300,000
Total Current Fund Appropriations	\$426,000

2. That said emergency temporary appropriation will be provided in the 2024 budget;
3. That one certified copy of this resolution be filed with the Director of Local Government Services.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 23, 2025.


 Linda Louise Cervino, RMC
 Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2025

RESOLUTION# 25-66

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino			✓			
O'Toole			✓			
Homan			✓			
Lovisolo		✓	✓			
Daloisio						✓
O'Connell	✓		✓			
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on Consent Agenda

APPROVAL OF BUDGET TRANSFERS

WHEREAS, Budget Transfers are permitted during the last two months of the current year and the first three months of the following year;

NOW THEREFORE, BE IT RESOLVED, BY THE Mayor & Council of the Borough of Allendale that the following transfers be made between the following 2024 Budget Reserve Appropriations:

DEPARTMENT	ACCOUNT	FROM	TO
CURRENT FUND			
Streets and Roads S&W	4-01-26-290-010	8,000	
Buildings & Grounds OE	4-01-26-310-020		8,000
Recycling – OE	4-01-26-306-020	100,000	
Garbage & Trash Removal – OE	4-01-26-305-020		100,000
Total Transfers		108,000	108,000

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 23, 2025.


Linda Louise Cervino
 Linda Louise Cervino, RMC
 Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2025

RESOLUTION# 25-67

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino			✓			
O'Toole			✓			
Homan			✓			
Lovisolo		✓	✓			
Daloisio						✓
O'Connell	✓		✓			
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on Consent Agenda

A RESOLUTION EXTENDING THE 2025 BUDGET PROCESS DATES

WHEREAS, the Local Finance Board has authorized revisions to the statutory budget deadlines as per Local Finance Notice LFN 2024-20 dated December 18, 2024; and

WHEREAS, these revisions permit municipalities to extend the deadlines for the submission of the Municipal Annual Financial Statement, as well as the introduction and adoption of the budget; and

WHEREAS, to avail itself of these revised dates, the governing body must adopt a resolution by no later than March 31, 2025;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Borough of Allendale hereby avails itself of the revised budget introduction and adoption dates for the calendar year 2025 budget as follows:

Submission of the Municipal Annual Financial Statement (AFS):

Extended from February 10 to March 7, 2025

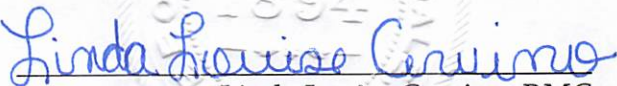
Budget Introduction Date: Extended to March 31, 2025

Budget Adoption Date: Extended to April 30, 2025

BE IT FURTHER RESOLVED that the temporary budget appropriations are hereby extended as may be necessary to accommodate this extension of the budget introduction and adoption dates.

BE IT FURTHER RESOLVED that the Chief Financial Officer is directed to submit a certified copy of this resolution to the Director of the Division of Local Government Services using the Financial Automation Submission Tracking (FAST) system, as required by Local Finance Notice LFN 2024-20.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 23, 2025.


 Linda Louise Cervino, RMC
 Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2025

RESOLUTION# 25-68

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino			✓			
O'Toole			✓			
Homan			✓			
Lovisollo		✓	✓			
Daloisio						✓
O'Connell	✓		✓			
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on Consent Agenda

A RESOLUTION AUTHORIZING THE APPOINTMENT OF MUNICIPAL REPRESENTATIVES TO THE BERGEN COUNTY COMMUNITY DEVELOPMENT REGIONAL COMMITTEE PY 2024 - 2025 COVERING PERIOD JULY 1, 2024, THROUGH JUNE 30, 2025


WHEREAS, the Municipality of Allendale has entered into a three-year Cooperative Agreement with the County of Bergen as provided under the Interlocal Services Act N.J.S.A. 40A:65-1 et seq. and Title 1 of the Housing and Community Development Act of 1974; and

WHEREAS, said Agreement requires that the Municipal Council appoint a representative and alternate and that the Mayor appoint a representative and alternate for the PY 2024-2025 term starting July 1, 2024, and ending on June 30, 2025.

NOW, THEREFORE, BE IT RESOLVED that the Municipal Council hereby appoints Mayor Amy Wilczynski as its representative and Alison Altano as its alternate and that the Mayor hereby appoints Alison Altano as her representative and Elizabeth Homan as her alternate to serve on the Community Development Regional Committee for PY 2024-2025; and

BE IT FURTHER RESOLVED that an original, certified copy of this resolution be immediately emailed to Robert G. Esposito, Director; Bergen County Division of Community Development; One Bergen County Plaza, Fourth Floor; Hackensack, New Jersey 07601 | resposito@co.bergen.nj.us as soon as possible and no later than Friday, February 14, 2025.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 23, 2025.


 Linda Louise Cervino, RMC
 Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2025

RESOLUTION# 25-69

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino					✓	
O'Toole			✓			
Homan			✓			
Lovisollo		✓	✓			
Daloisio						✓
O'Connell	✓		✓			
Mayor Wilczynski	-----	-----				

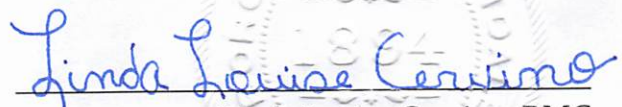
- Carried
- Defeated
- Tabled
- Approved on Consent Agenda

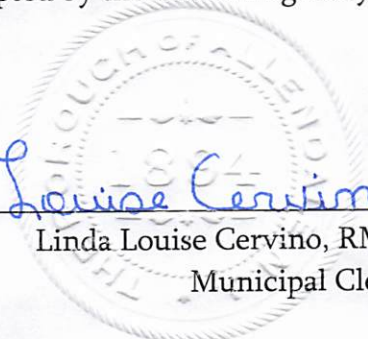
APPROVAL OF JANUARY 23, 2025 LIST OF BILLS

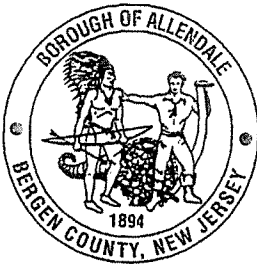
NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby approves the Bill List dated January 23, 2025 in the amounts of:

Bill List Numbers	January 23, 2025
Current Fund	\$ 4,427,165.93
Payroll Account	169,471.84
General Capital	361,714.02
Animal Fund	3.60
Grant Fund	
COAH/Housing Trust	5,854.50
Improvement & Beautification	6,180.44
Unemployment Fund	
Trust Fund	
Water Operating	
Water Capital	
<hr/>	
Total	\$ 4,970,390.33

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 23, 2025.


 Linda Louise Cervino, RMC
 Municipal Clerk





THE BOROUGH OF ALLENDALE

N E W J E R S E Y

500 WEST CRESCENT AVENUE, ALLENDALE, NJ 07401

WWW.ALLENDALE.NJ.GOV

OFFICE OF TAX COLLECTOR
OFFICE OF CHIEF FINANCIAL OFFICER

201-818-4400 EXT 205

I, Alison Altano, Chief Financial Officer of the Borough of Allendale, having reviewed the bill list for the Borough, do hereby certify that funds are available in the accounts so designated.

Certified 1/23/2015

Alison Altano

Alison Altano
Chief Financial Officer

BILL LIST For JANUARY 23, 2025

CURRENT FUND **\$ 154,283.37**

Manual Transfer 1/10/2025

Borough of Allendale - SHBP \$ 150,741.09

Manual Check 1/10/2025

Delta Dental of New Jersey Inc. - Check# 15574 \$ 3,542.28

PAYROLL ACCOUNT **\$ 169,471.84**

Borough of Allendale Payroll Fund, Bank Transfer 1/8/2025 **\$ 169,471.84**

Salaries and Wages \$ 155,476.92

FICA \$ 11,213.00

DCRP \$ 120.87

LIFE \$ 112.00

DISABILITY \$ 2,549.05

TOTAL **\$ 323,755.21**

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2025

RESOLUTION# 25-70

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino			✓			
O'Toole			✓			
Homan	✓		✓			
Lovisolio			✓			
Daloisio						
O'Connell		✓	✓			
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on Consent Agenda

AUTHORIZATION TO ENTER INTO CLOSED EXECUTIVE SESSION

BE IT RESOLVED that in compliance with N.J.S.A. 10:4-12, the Mayor and Council of the Borough of Allendale entered into Closed Executive Session to discuss the following matters:

- A. RES 25-70/Authorize Closed Session
 - 1. For the limited purpose of discussing pending and prospective affordable housing litigation and the municipal obligation with respect thereto.

BE IT FURTHER RESOLVED that Minutes will be taken of the meeting and released to the public at the time that the matter is resolved.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 23, 2025.


Linda Louise Cervino
 Linda Louise Cervino, RMC
 Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2025

RESOLUTION# 25-71

Council	Motion	Second	Yes	No	Abstain	Absent
Yaccarino			✓			
O'Toole			✓			
Homan		✓	✓			
Lovisol	✓		✓			
Daloisio						✓
O'Connell			✓			
Mayor Wilczynski	-----	-----				

- Carried
- Defeated
- Tabled
- Approved on
Consent Agenda

RESOLUTION OF THE BOROUGH OF ALLENDALE, COUNTY OF BERGEN, STATE OF NEW JERSEY COMMITTING TO COMPLY WITH PRESENT NEED (REHAB OBLIGATION) AND THE ROUND 4 PROSPECTIVE NEED SUBJECT TO CORRECTIONS OF DATA AND ALL APPLICABLE ADJUSTMENTS

WHEREAS, the Borough of Allendale, County of Camden, State of New Jersey, (hereinafter, "Borough" or "Allendale") has a demonstrated history of voluntary compliance with its constitutional affordable housing obligations; and

WHEREAS, on March 20, 2024, Governor Murphy signed into law P.L. 2024, c.2, an Amendment to the 1985 Fair Housing Act (hereinafter "Amended FHA" or "Act"); and

WHEREAS, the Amended FHA requires the Department of Community Affairs ("DCA") to provide an estimate of the present need, also referred to as the rehab obligation, and the Round 4 prospective need for all municipalities by October 20, 2024 based upon the criteria in the Amended FHA; and

WHEREAS, the DCA issued a report on October 18, 2024 ("DCA Report") wherein it reported its estimate of the present need and the Round 4 prospective need obligation for all municipalities based upon its interpretation of the standards in the Act; and

WHEREAS, the DCA Report calculates Present Need (Rehabilitation) Obligation to be 159 and its Round 4 Prospective Need to be 260; and

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2025

RESOLUTION# 25-71

WHEREAS, the Amended FHA provides that the DCA Report is non-binding, thereby inviting municipalities to demonstrate that the Amended FHA would support revised calculations of Round 4 fair share affordable housing obligations; and

WHEREAS, the Amended FHA gives municipalities the opportunity to propose different obligations from those reported by the DCA on October 18, 2024 based upon the standards in Sections 6 and 7 of the Act; and

WHEREAS, the Amended FHA further provides that “[a]ll parties shall be entitled to rely upon regulations on municipal credits, adjustments, and compliance mechanisms adopted by the Council on Affordable Housing (“COAH”) unless those regulations are contradicted by statute, including P.L. 2024, c.2, or binding court decisions” (N.J.S.A 52:27D-311 (m)); and

WHEREAS, COAH regulations authorize municipalities to secure an adjustment to their rehabilitation obligation through a windshield survey and also empower municipalities to secure vacant land adjustments, durational adjustments and other adjustments; and

WHEREAS, the Borough has exercised its right to take advantage of that opportunity to propose a different rehabilitation obligation than reported by the DCA by conducting a windshield survey; and

WHEREAS, based upon the windshield survey included in the expert report of Edward Snieckus, Jr. PP, LLA, ASLA attached hereto (hereinafter “Snieckus Report”, the Borough has established that its rehabilitation obligation is 10; and

WHEREAS, the Borough is happy to address any issues that may arise with respect to the conducting the windshield survey in accordance with COAH standards and to address the needs of lower income households residing in affordable units if there is an application to participate in the rehab program for more than 10 lower income households residing in qualified units; and

WHEREAS, the Borough, through its professionals, has exercised its right to review the data that is the basis for the 3 allocation factors used to determine Allendale’s share of the regional need; and

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2025

RESOLUTION# 25-71

WHEREAS, more specifically, Allendale has reviewed the data that the DCA used to compute the Land Capacity Allocation Factor that the DCA belatedly provided on or about November 27, 2024 instead of by October 20, 2024; and

WHEREAS, the Borough further notes that the link to the DCA GIS data that the DCA belatedly made available to municipalities includes the following language:

"The land areas identified in this dataset are based on an the best available data using publicly available data enumerated in N.J.S.A. 52:27D-304.3c.(4) to estimate the area of developable land, within municipal and regional boundaries, that may accommodate development. It is important to note that the identified areas could be over or under inclusive depending on various conditions and that municipalities are permitted to provide more detailed mappings as part of their participation in the Affordable Housing Dispute Resolution Program." (emphasis added)

WHEREAS, the Borough accepted the DCA's invitation to examine the data it used to compute this allocation factor and found that the DCA had indeed been over inclusive in the land it found to be developable; and

WHEREAS, more specifically, based upon the Sniekus Report, the Borough finds that fewer acres are developable than the DCA reported in computing the Land Capacity factor; and

WHEREAS, upon correcting the data used to determine the Land Capacity Factor, the correct Round 4 prospective need number is 182 not 260; and

WHEREAS, the Amended FHA provides that: "the municipality's determination of its fair share obligation shall have a presumption of validity, if established in accordance with sections 6 and 7" of the Act; and

WHEREAS, Borough's calculation of need is entitled to a "presumption of validity" because it complies with Sections 6 and 7 of the Act; and

WHEREAS, in addition to setting forth its Round 4 fair share affordable housing obligations for the reasons summarized above, substantial activity has occurred and is ongoing that warrants the reservation of certain rights to avoid any claim that it has waived them; and

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2025

RESOLUTION# 25-71

WHEREAS, for example, the New Jersey Institute of Local Government Attorneys (“NJILGA”) has expressed its support for proposed legislation (hereinafter “NJILGA Legislation”) would reduce Allendale’s Round 4 Prospective Need to 53 and would give the Borough “90 days from receipt of revised fair share obligations from the [DCA] to provide an amended Housing Element and Fair Share Plan addressing the new number); and

WHEREAS, the Borough of Allendale supports the NJILGA Legislation and would have the right to reduce its Round 4 obligation in the event that the Legislature enacts it; and

WHEREAS, similarly, a number of municipalities, led by the Borough of Montvale, have filed suit (MER-L-1778-24) (hereinafter “Montvale Litigation”) challenging the Amended FHA and the outcome of this litigation is uncertain; and

WHEREAS, the process established by the Amended FHA creates an opportunity to object by interested parties opposing the obligations to which a municipality commits, thereby creating the potential for litigation over the obligations of the municipality; and

WHEREAS the court approved a vacant land adjustment and an RDP for the Borough in Round 3; and

WHEREAS, more specifically, on June 27, 2019, Judge Padavano entered a final Judgment of Compliance and Repose in which he approved the Borough’s application for a determination that the Borough’s realistic development potential is 54; and

WHEREAS, the Borough will be entitled to an adjustment in Round 4 since it lacked sufficient land to meet its fair share quota for Round 3; and

WHEREAS, the Borough will include the basis for its vacant land adjustment in in the Housing Element and Fair Share Plan it submits by the June 30, 2025 deadline established by the Amended FHA; and

WHEREAS, the Amended FHA requires municipalities to adopt a binding resolution no later than January 31, 2025 as to its obligations.

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2025

RESOLUTION# 25-71

WHEREAS, in light of the above, the Borough of Allendale finds that it is in its best interest to declare its obligations in accordance with this binding resolution in accordance with the Act; and

WHEREAS, in addition to the above, the Acting Administrative Director issued Directive #14-24, dated December 13, 2024, and made the directive available later in the week that followed; and

WHEREAS, pursuant to Directive #14-24, a municipality seeking a certification of compliance with the Act shall file an action in the form of a declaratory judgment complaint within 48 hours after adoption of the municipal resolution of fair share obligations, or by February 3, 2025, whichever is sooner; and

WHEREAS, the Borough of Allendale seeks a certification of compliance with the Act and, therefore, directs its Affordable Housing Counsel to file a declaratory relief action within 48 hours of the adoption of this resolution.

NOW, THEREFORE, BE IT RESOLVED on this 23rd day of January, 2025, by the Governing Body of the Borough of Allendale, County of Bergen, State of New Jersey, as follows:

1. The preamble of this resolution is incorporated into the operative clauses of this resolution as if set forth in full.

2. For the reasons set forth in this resolution and its attachments, the Borough of Allendale commits to a Round 4 Present Need (“Rehabilitation”) Obligation of 10 and a Round 4 Prospective Need (“New Construction”) obligation of 182, as set forth in the Sniekus Report, subject to all reservations of all rights, which specifically include, without limitation, the following:

- a. The right to a vacant land adjustment, durational adjustments, and all other applicable adjustments permitted in accordance with COAH regulations;
- b. The right to comply with the NJILGA Legislation if enacted, including the right to adjust its fair share obligations;

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2025

RESOLUTION# 25-71

- c. The right to adjust its fair share obligation in the event of any future legislation that adjusts the fair share obligations that the DCA reported on October 18, 2024;
- d. The right to adjust its fair share obligations based upon any ruling in the Montvale Litigation or other litigation; and
- e. The right to adjust its fair share obligations in the event third party challenges the obligations to which the Borough has committed and the Borough of Allendale litigates or negotiates its obligations with a third party.

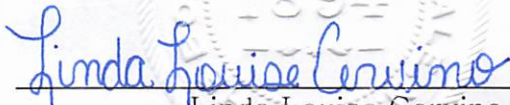
3. The Borough hereby directs its Affordable Housing Counsel to file a declaratory judgment complaint in the appropriate venue within 48 hours after adoption this resolution attaching this resolution.

4. The Borough also hereby authorizes its Affordable Housing Counsel to file this resolution with the Program or any other such entity as may be determined to be appropriate.

5. This resolution shall take effect immediately, according to law.

CERTIFICATION

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 23, 2025.



Linda Louise Cervino, RMC
Municipal Clerk





Community Planning
Land Development and Design
Landscape Architecture

B U R G I S
A S S O C I A T E S , I N C .

Principals:

Joseph H. Burgis PP, AICP
Edward Snieckus, Jr. PP, LLA, ASLA
David Novak PP, AICP

Fourth Round Present and Prospective Need Analysis

Borough of Allendale
Bergen County, New Jersey

Fourth Round

Present and Prospective Need

Analysis

Borough of Allendale
Bergen County, New Jersey

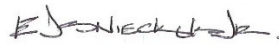
Prepared for the Borough of Allendale
Mayor and Council

BA# 4127.03

The original document was appropriately signed and sealed on January 21, 2025, in accordance with Chapter 41 of Title 13 of the State Board of Professional Planners.



Joseph H. Burgis, AICP, PP
Professional Planner #2450



Edward J. Snieckus Jr. PP, LLA, ASLA
Professional Planner #5442

Contents

Executive Summary	1
Section 1: Present Need- Structural Conditions Survey	3
1.1: Present Need Background	3
1.2: Structural Conditions Survey	3
Section 2: Equalized Nonresidential Valuation Factor	6
2.1: Basis of Calculation	6
2.2: Analysis of Calculation	6
Section 3: Income Capacity Factor	7
3.1: Basis of Calculation	7
3.2: Analysis of Calculation	7
Section 4: Land Capacity Factor	8
4.1: Basis of Calculation	9
4.2: Analysis of Calculation	11
Appendix A: Land Capacity Factor Detailed Review.....	13
Appendix B: Structural Conditions Survey	41

Executive Summary

The following Present and Prospective Need Analysis has been prepared for the Borough of Allendale in Bergen County, New Jersey.

By way of background, Governor Murphy signed A-40/S-50 into law on March 20, 2024 after the Senate and Assembly adopted it. This legislation (hereinafter "Amended FHA" or "Act") overhauled the Fair Housing Act (FHA) by abolishing the Council on Affordable Housing (COAH) and created a new process that involved the Department of Community Affairs (DCA) and the Administrative Office of the Courts (AOC).

The Amended FHA directed the New Jersey Department of Community Affairs ("DCA") to report the present need (also referred to as the rehab obligation) and the prospective need for Round Four based upon the standards set forth in the Act. The DCA issued its report on October 18, 2024; and, in accordance with the Act, made clear that the report was advisory only. For Allendale, the DCA Report identifies a Present Need of 159 and a Prospective Round Four Need of 260.

Since the DCA report is non-binding, each municipality has the opportunity to study and define why its obligations should be different based on the standards in the Act. However, the municipality must adopt a binding resolution by January 31, 2025, identifying the present and prospective need obligation to which it is committing.

As to the Present Need (also known as the rehab obligation), the Act allows municipalities to rely on COAH standards that the Act has not eliminated. N.J.S.A 52:27D-311 (m). Over each housing cycle, COAH permits municipalities to adjust their rehab obligation through a structural conditions survey. Accordingly, the Borough conducted a structural conditions survey pursuant to NJAC 5:93-5.2(a) to more accurately reflect those units in need of rehabilitation.

Recommendation: As a result of the structural conditions survey included herein, the Borough's Present Need Obligation should be adjusted from 159 to 10 units.

As to the Round Four Prospective Need of 260 units that the DCA Reported on October 18, 2024, the methodology used to determine a municipality's prospective fair share obligation requires an initial determination of the regional prospective need. The region that Allendale is in consists of all municipalities in Bergen, Passaic, Hudson and Sussex counties. To determine a municipality's share of the regional need, the Act requires a calculation of three factors: (1) the equalized nonresidential valuation factor; (2) the income capacity factor; and (3) the land capacity factor. The Act then requires these three factors to be averaged and applied to the regional need to determine the share of the regional need for each municipality that is not a Qualified Urban Aid Municipality ("QUAM"). The Act therefore imposes no prospective need obligation on QUAMs, it instead distributes the obligation to the other municipalities in the respective housing region.

The Borough does not dispute the DCA’s calculation of the Equalized Nonresidential Valuation Factor or the Income Capacity Factor. However, the Borough does dispute the calculation of the Land Capacity Factor. More specifically, the Borough accepts the DCA’s invitation to examine the Land Capacity Factor and the lands that the DCA deemed developable for purposes of calculating this factor.

Recommendation: For the reasons set forth herein, the DCA calculation under the Land Capacity Analysis was overinclusive. Once appropriate corrections are made to the land that is developable, the Borough’s Prospective Need Obligation should be adjusted from the 260 figure the DCA reported to 182 based upon the weighting criteria. With the findings in this report, the following summarizes the comparison of the three allocation factors as adjusted by the analysis provided herein.

Table 1: Summary of Adjusted Factors

	Equalized Nonresidential Valuation Factor	Income Capacity Factor	Land Capacity Factor
DCA Analysis	0.56%	1.05%	1.21%
Borough Analysis	0.56%	1.05%	0.36%

The basis for these conclusions are contained herein.

Section 1: Present Need- Structural Conditions Survey

The following section reviews the Borough's Present Need as calculated by the DCA. The following is summarized:

1. The Borough finds that the methodology utilized by the DCA to calculate its Prospective Need Obligation is in accordance with the applicable regulations.
2. The Borough conducted a Structural Conditions Survey to more accurately identify its indigenous needs since the data sets excessively estimated for the actual need in the borough. This survey identified that 10 units have been identified as in need of rehabilitation in accordance with the applicable criteria as noted herein.

1.1: Present Need Background

The Amended Fair Housing Act provides that "[a]ll parties shall be entitled to rely upon regulations on municipal credits, adjustments, and compliance mechanisms adopted by the Council on Affordable Housing ("COAH") unless those regulations are contradicted by statute, including P.L. 2024, c.2, or binding court decisions". N.J.S.A 52:27D-311 (m).

As detailed below, COAH has adopted regulations to permit municipalities conduct a visual exterior survey to adjust their rehab obligation, which is also referred to as Present need in the Amended Fair Housing Act.

Since the Borough had a rehab obligation of 21 in Round 3, the 159 the DCA assigned to the Borough for its rehab obligation raised questions. Accordingly, in accordance with COAH regulations, the Borough conducted the windshield survey COAH regulations authorize. While many towns have reserved their right to conduct a windshield survey as part of preparing a Housing Element and Fair Share Plan for the June 30, 2025 deadline, the Borough conducted the survey up front.

If there are issues with the survey, we will address those issues in the process that lies ahead. In any event, the Borough will implement a rehabilitation program as it has in the past with Court approval. If more low and moderate income households with qualified units seek to participate in the program than our survey determines exist, the Borough will address the needs of the additional low and moderate income households.

1.2: Structural Conditions Survey

As per NJAC 5:93-5.2:

"Each municipality shall be provided with the Council's estimate for substandard units occupied by low and moderate income households. This estimate shall be the municipality's indigenous need, unless the municipality or an objector performs the Council's Structural Conditions Survey (see Appendix C, incorporated herein by reference). Where the municipality or objector performs the Structural Conditions

Survey, the Council shall review the results of the data collected and shall modify the indigenous need if it determines a modification is warranted."

A Structural Conditions Survey therefor was conducted as a first step by the Borough of Allendale Construction Official, Mr. Anthony Hackett. The Construction Official was guided by the available criteria established in N.J.A.C. 5:93-5.2 and N.J.A.C. 5:97-6.2 which reference "Appendix C" of the rules. Appendix C of N.J.A.C. 5:93 outlines the criteria and entities licensed to perform building and/or housing inspections.

In accordance with Appendix C, the total number of units found to be substandard was then factored for the estimated number of substandard units occupied by low- and moderate-income households census information and overcrowded that is available from the Public Use Micro-Data Sample (PUMS).

In calculating Round 4 Present Need obligations, the DCA did not rely on PUMS data for determining the percent of substandard units occupied by low and moderate income households in each municipality. Instead, the DCA relied on HUD's Comprehensive Housing Affordability Strategy (CHAS) dataset for this estimate. The DCA's Fourth Round Methodology Report provides the reasoning behind this as follows:

"Previous approaches have calculated county-level LMI deficient housing shares from the American Community Survey Public Use Microdata Sample (PUMS) and used them to estimate the LMI-occupied portion of each municipality's deficient housing. However, this approach essentially assumes that the LMI share of deficient housing is uniform in a county, which is not the case. For example, data from HUD's Comprehensive Housing Affordability Strategy (CHAS) dataset show that for 2017-21, the LMI share of housing lacking complete plumbing or kitchen facilities in Atlantic County was 69.1 percent. However, in Brigantine, it was 100 percent. Using the county LMI deficient share for Brigantine would result in underestimating city present need, undercounting the number of deficient housing units actually occupied by LMI households.

Therefore, the analysis utilizes data from HUD's Comprehensive Housing Affordability Strategy (CHAS) dataset, which has municipality-level data on the number and percentage of LMI households from a special tabulation of Census Bureau American Community Survey (ACS) data. The latest CHAS data release at the time of calculation corresponds to the 2017-2021 5 Year Estimates. To ensure data year and source consistency, the LMI deficient housing calculation relies on 2017-2021 data."

Therefore, in order to conduct the second step in our Structural Conditions Survey (estimating the number of substandard units occupied by low/mod income households), we relied on the CHAS data and DCA's methodology.

The structural conditions survey performed by the Construction Official upon review of the entire Borough identified there are a total of 10 units that reflect a need for rehabilitation. To apply the second step, the aforementioned CHAS data for Allendale estimated the number of substandard units occupied by low- and moderate-income

households was 100 percent of the identified substandard units calculated. Thus all 10 units from the survey represent the Borough's present need and may potentially need assistance through the affordable housing present need mechanisms.

This result is pending further guidance on other methods or means of adjusting the need based upon actual conditions as determined by the applicable state regulatory agency. The survey demonstrates that the data DCA utilized substantially overestimated the Present Need obligation. The Borough is committed to addressing any issues with its compliance with the COAH standards to adjust the rehab component fully implementing a rehab program and rehabbing more units than the survey substantiates if more than 10 low and moderate income households with units that qualify apply to participate in the program.

The housing survey form is provided in Appendix B of this document.

Section 2: Equalized Nonresidential Valuation Factor

The following section reviews the equalized nonresidential valuation factor calculated by the DCA. The following is summarized:

1. The Borough finds that the methodology utilized by the DCA to calculate its nonresidential valuation factor is acceptable.
2. The Borough's change in equalized nonresidential valuation between 1999 and 2023 is \$180,676,233.
3. This results in the Borough's calculated share of the region's equalized nonresidential valuation of 0.56%.

2.1: Basis of Calculation

As per the adopted legislation, a municipality's equalized nonresidential valuation factor shall be determined as follows:

"To determine this factor, the changes in nonresidential property valuations in the municipality, since the beginning of the round preceding the round being calculated, shall be calculated using data published by the Division of Local Government Services in the department. For the purposes of such, the beginning of the round of affordable housing obligations preceding the fourth round shall be the beginning of the gap period in 1999. The change in the municipality's nonresidential valuations shall be divided by the regional total change in the nonresidential valuations to determine the municipality's share of the regional change as the equalized nonresidential valuation factor."

2.2: Analysis of Calculation

The calculation conducted by the DCA determined that the Borough has a 0.56% share of the region's equalized nonresidential valuation.

Table 2: DCA Equalized Nonresidential Valuation Calculation Summary

Year	Non-equalized Nonresidential Valuation	Equalization Ratio	Equalized Nonresidential Valuation
1999	\$100,574,900	0.8197	\$122,697,206
2023	\$279,376,600	0.9209	\$303,373,439
<i>Difference</i>			<i>\$180,676,233</i>

Source: DCA Fair Share Housing Obligations for 2025-2035 (Fourth Round) Workbook

The Borough has reviewed the methodology and data utilized by the DCA for this calculation. The methodology employed by the DCA is appropriate, the Borough finds that the equalization ratios employed by the DCA are accurate.

Section 3: Income Capacity Factor

The following section reviews the income capacity factor calculated by the DCA. It finds that the data and methodology utilized by the DCA relating to the Borough's income capacity factor are both acceptable.

3.1: Basis of Calculation

As per the adopted legislation, a municipality's income capacity factor shall be determined by calculating the average of the following measures:

"The municipal share of the regional sum of the differences between the median municipal household income, according to the most recent American Community Survey Five-Year Estimates, and an income floor of \$100 below the lowest median household income in the region; and

"The municipal share of the regional sum of the differences between the median municipal household incomes and an income floor of \$100 below the lowest median household income in the region, weighted by the number of the households in the municipality."

3.2: Analysis of Calculation

The calculation conducted by the DCA determined that the Borough has a 1.05% share of the region's income capacity factor. Table 3 below summarizes the methodology utilized by the DCA to determine this share.

The Borough has reviewed the data and the methodology utilized by the DCA for this calculation and finds both to be acceptable.

Table 3: Income Capacity Factor

Number of Households	Median household income in the past 12 months (in 2022 inflation-adjusted dollars) *	\$100 Below Regional Median HH Income Floor	Diff. from Median Household Income Floor with Household Weight	HH Weighted Income Difference % of Region Total	Diff from Median Household Income Floor	Income Difference % of Region Total	Income Capacity Factor
2,271	\$163,875	\$51,992	254,086,293	0.8%	\$111,883	1.3%	1.05%

Section 4: Land Capacity Factor

The DCA issued the data that was the basis for the land capacity factor on November 27th, over a month after the DCA deadline to issue its non-binding numbers under the Amended FHA.

The link to the DCA GIS data, and the description section (<https://njdca.maps.arcgis.com/home/item.html?id=12acdf0a5104f8f8a2f604e96063e74>), includes the following language:

"The land areas identified in this dataset are based on an the best available data using publicly available data enumerated in N.J.S.A. 52:27D-304.3c.(4) to estimate the area of developable land, within municipal and regional boundaries, that may accommodate development. It is important to note that the identified areas could be over or under inclusive depending on various conditions and that municipalities are permitted to provide more detailed mappings as part of their participation in the Affordable Housing Dispute Resolution Program." (underlined for emphasis)

The areas identified as developable in the DCA's calculation of the Land Capacity factor is indeed overinclusive. Accordingly, we believe that the land capacity allocation factor should be adjusted from 23.8 acres to 7.063 acres . When this correction is made, Allendale's Round Four prospective need number should be 182 instead of the 260 unit figure identified by DCA.

While the basis for removing land treated as developable in the DCA's calculation is set forth below, it is important to note that the analysis to correct the land allocation factor is different than the analysis to use the determine a municipality's entitlement to vacant land adjustment. While the analysis to correct the Land Capacity factor focuses on developable land, the analysis to support a vacant land adjustment focuses on land suitable for inclusionary development. Therefore, just because a site was not removed for purposes of calculating the land capacity factor has no bearing on whether it should be removed to calculate entitlement to a vacant land adjustment.

In this regard, the Borough secured court approval of a vacant land adjustment in Round 3 and will necessarily seek an adjustment in Round Four in conjunction with its preparation of a Housing Element and Fair Share Plan. Nothing herein should be construed as a waiver of those rights that are explicitly reserved.

An analysis of the lands identified by the DCA as being "developable" revealed several inaccuracies. In summary, these inaccuracies generally included lands which were: artifacts of error as described by the DCA; located on developed properties or those inaccessible due to environmental constraints; located on open space or common element properties; located on properties presently under construction; and located on properties with active site plan or approvals.

Correcting these inaccuracies adjusts the Borough's weighted land area from 23.8 acres to 7.063 acres. This adjustment to the Borough's weighted land area also adjusts the region's weighted land area from 1980 acres to 1964 acres. This results in an adjustment of the Borough's calculated share of the region's land capacity from 1.21% to 0.36%.

4.1: Basis of Calculation

As per the adopted legislation, a municipality's land capacity factor shall be determined by:

"estimating the area of developable land in the municipality's boundaries, and regional boundaries, that may accommodate development through the use of the 'land use / land cover data' most recently published by the Department of Environmental Protection, data from the American Community Survey and Comprehensive Housing Affordability Strategy dataset thereof, MOD-IV Property Tax List data from the Division of Taxation in the Department of the Treasury, and construction permit data from the Department of Community Affairs and weighing such land based on the planning area type in which such land is located. After the weighing factors are applied, the sum of the total developable land area that may accommodate development in the municipality and in the region shall be determined. The municipality's share of its region's developable land shall be its land capacity factor. Developable land that may accommodate development shall be weighted based on the planning area type in which such land is located."

The legislation identifies the primary data sources and weighing factors to utilize in calculating a municipality's land capacity factor. However, unlike the equalized nonresidential valuation factor and the income capacity factor, the legislation did not establish a delineated process to combine the aforementioned data sources into one comprehensive and coherent formula.

The DCA subsequently released a workbook entitled "Affordable Housing Obligations for 2025-2035 (Fourth Round) Methodology and Background" (herein referred to as the "DCA Workbook" or the "Workbook") which established that department's interpretation on how to calculate the land capacity factor. In summary, that workbook identified the following steps:

1. First, the DCA divided the weighing regions established by the legislation by municipality.
2. Next, land use/land cover areas were used to identify vacant, developable lands. The workbook identifies the codes and descriptions of the land use/land cover data used in this process. In short, they include: cropland and pastureland; orchards/vineyards/nurseries/horticultural areas; deciduous forest areas; coniferous forest areas; plantations; mixed forest areas; old field areas; phragmites dominate old field areas; deciduous brush/shrubland; coniferous brush/shrubland; mixed deciduous/coniferous brush/shrubland; severe burned upland vegetation; and undifferentiated barren lands.

3. These initial vacant, developable lands were then refined to remove rights-of-way as well as developed properties. For the latter, the DCA utilized MOD-IV tax data and selected underlying tax parcels with property class codes for residential, commercial, industrial, apartment, railroad, and school.
4. Construction permit data was then analyzed to capture more recent development activities that may not have otherwise been reflected by the land use/land cover data or MOD-IV tax data.
5. Other limiting factors were utilized to remove initial vacant, developable lands. These include open space, preserved farmland, category 1 waterways and wetlands (and associated buffers based on special area restrictions), steep slopes exceeding 15 percent, and open waters.
6. Due to limitations resulting from inconsistencies between data sources, the resulting DCA mapping included instances of small land areas caused by an incongruous alignment of geospatial layers. To eliminate these “slivers” of leftover land, DCA eliminated any segment with an area of less than 2,500 square feet. This presumed that a sliver with a minimum dimension of 25 by 100 feet could be a developable property.
7. Finally, the resulting land area for each municipality was summed with the resulting land areas for all other municipalities within each housing region to then determine the municipal percentage of land capacity for the housing region.

4.2: Analysis of Calculation

The calculation conducted by the DCA determined that the Borough has 23.870 acres of developable land which accounts for a 1.21% share of the region's land capacity factor. Overall, the Borough finds the general methodology utilized by the DCA to calculate its land capacity factor acceptable. However, an analysis of the DCA's resultant mapping discovered the following:

1. Several of the lands identified as "developable" by the DCA represent slivers which "are considered artifacts of error that are common when overlaying polygons and vectors from non-coincident data sources." The DCA initially tried to eliminate these slivers by deleting any feature parts with an area of less than 2,500 square feet.
2. Other lands identified as "developable" by the DCA are located on properties with development. To eliminate "developable" lands on developable properties, the DCA had removed any lands where the underlying tax parcels had property class codes for residential, commercial, industrial, apartments, railroad, and school. However, the property classifications identified by the DCA did not account for houses of worship, properties developed with nonprofit facilities, and residential dwellings with associated farmland.
3. Several lands identified as "developable" by the DCA were in fact located on open space, common elements for homeowner's associations, or properties containing infrastructure (e.g. detention basins, utility improvements, rights-of-way, etc.).
4. Some developable areas did not account for areas restricted by regulated 100-year floodway areas of streams and other mapped watercourses.
5. There were several instances of lands identified as "developable" by the DCA being located on properties which are presently under construction. This is likely due to a lag in construction permit reporting.
6. Finally, lands identified as "developable" by the DCA are located on properties with active site plan or general development plan (GDP) approvals which are no longer available for development.

These discrepancies are summarized in Table 4 utilizing the Land Capacity Analysis and are detailed in Appendix A of this analysis. Removing these lands would adjust the Borough's weighted land area from 23.870 acres to 7.063 acres. This results in an adjustment of the Borough's calculated share of the region's land capacity from 1.21% to 0.36%.

Irrespective of the land capacity factor analysis established herein, the Borough reserves the right to conduct a vacant land adjustment (VLA) to determine its realistic development potential (RDP) at a later date.

Table 4: Summary of Land Capacity Factor Analysis

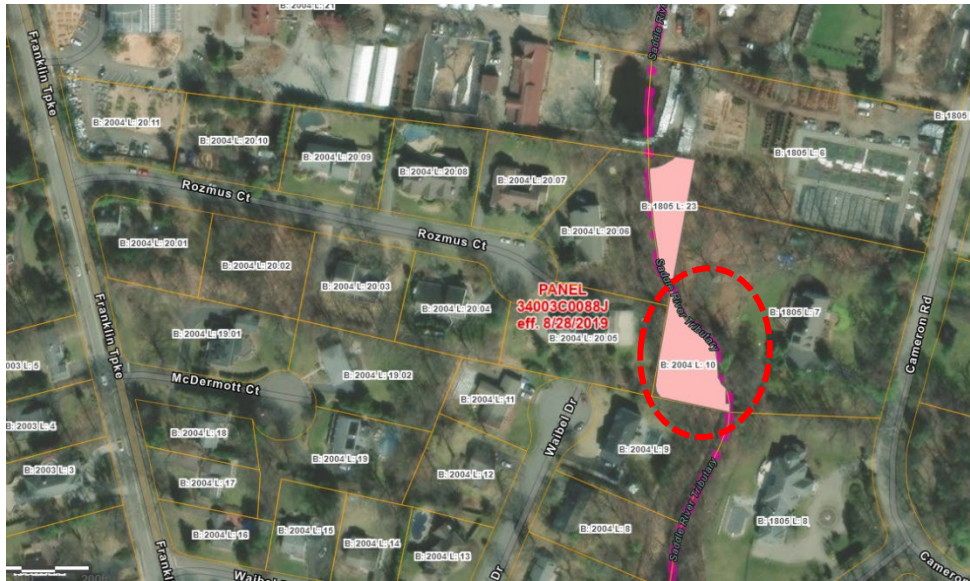
ID #	Shapefile Object ID*	Block	Lot	Initial Weighted Area	Status	Weighted Area Recalculated
1	28149	2004	10	0.251	Not Develop	0.000
2	28150	2001	1	0.096	Developable	0.096
3	28151	2003	19	1.212	Not Developable	0.000
4	28152	2004	34	0.183	Developable	0.183
5	28153	2101	4	2.383	Not Developable	0.000
6	28154	2101	4	0.196	Not Developable	0.000
7	28155	2101	4	0.358	Not Developable	0.000
8	28156	2008	11	0.095	Developable	0.095
9	28157	1503.01	14	0.805	Not Developable	0.000
10	28158	2103	4	2.555	Not Developable	0.000
11	28159	1406	19	0.186	Not Developable	0.000
12	28160	2103	32	0.690	Not Developable	0.000
13	28161	2103	30	0.378	Not Developable	0.000
14	28162	1604	15	3.928	Developable	3.928
15	28163	915	1	0.643	Not Developable	0.000
16	28164	912	3	1.026	Not Developable	0.000
17	28165	201	9	0.195	Not Developable	0.000
18	28166	301	28	0.262	Not Developable	0.000
19	28167	301	31	0.338	Not Developable	0.000
20	28168	303	14	0.799	Not Developable	0.000
21	28169	602	1	0.061	Not Developable	0.000
22	28170	301	33	0.313	Not Developable	0.000
23	28171	406	21.01	0.077	Not Developable	0.000
24	28172	203	1, 1.01	4.363	Not Developable	0.000
25	28172	303	1	2.600	Developable	2.600
26	28173	406	21.01	0.377	Constrained-reduced area	0.060
27	28174	411	21.01	0.101	Developable	0.101
					TOTAL	7.063

* Object ID and area computations identified were obtained from the NJDCA published Vacant and Developable Land Analysis.

Appendix A: Land Capacity Factor Detailed Review

The following illustrations show in more detail the specific mapping of all land capacity areas as identified in the DCA analysis provided through the Land Capacity Analysis for P.L. 2024, c.2. They are obtained from the web based ARCGIS online mapping utilizing feature layers (hosted) by NJDCA and incorporating other layer features available through NJDEP and ARCGIS Online services.

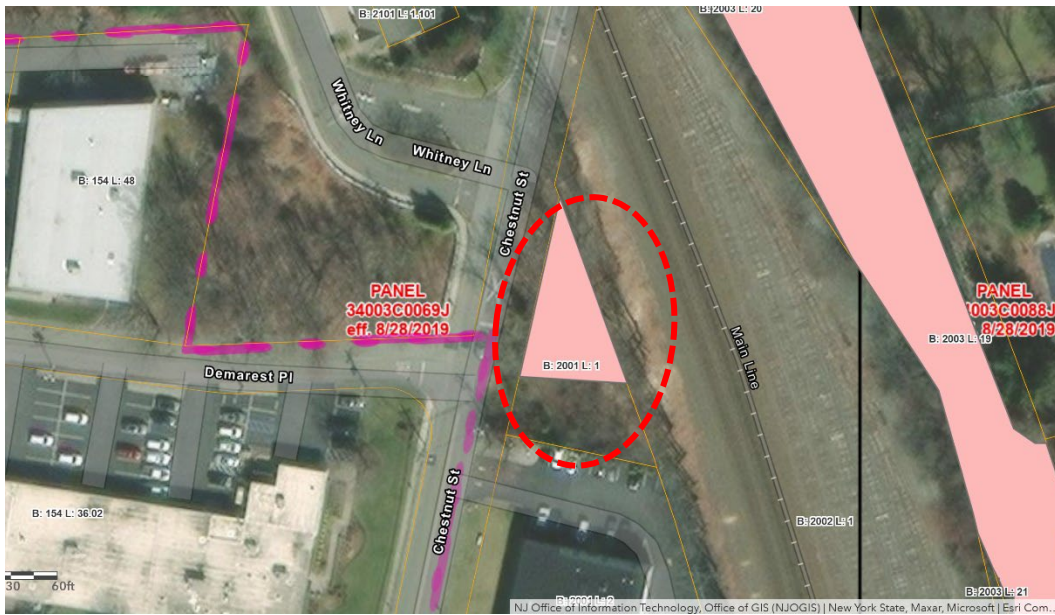
ID #1



Map 1: ID #1 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
1	0.251	Not Developable	0.00
Analysis	ID #1 is undevelopable: Isolated lot no frontage and isolated by Saddle River tributary.		

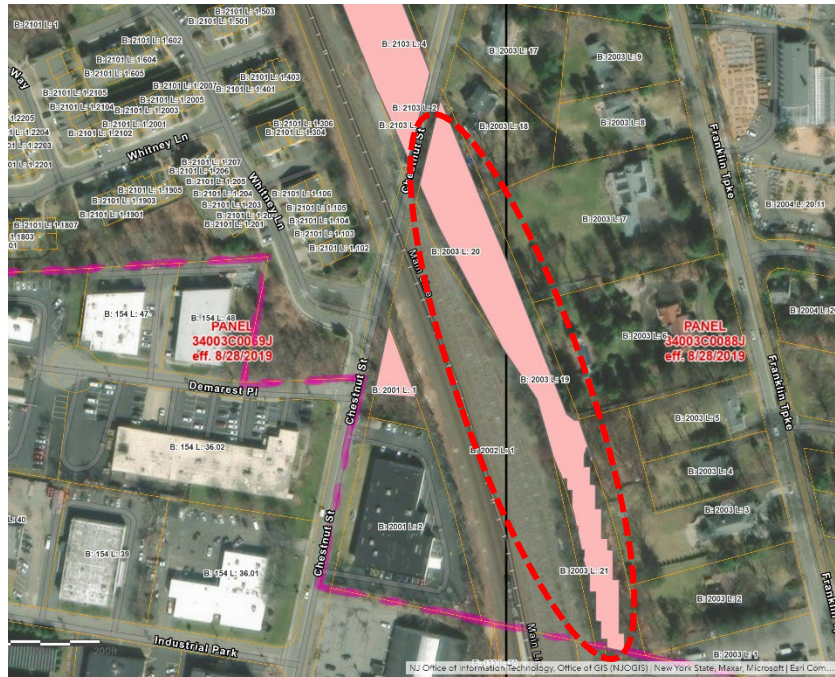
ID #2



Map 2: ID #2 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
2	0.096	Developable	0.096
Analysis	ID #2 is this area is developable in accordance with the relevant land capacity criteria.		

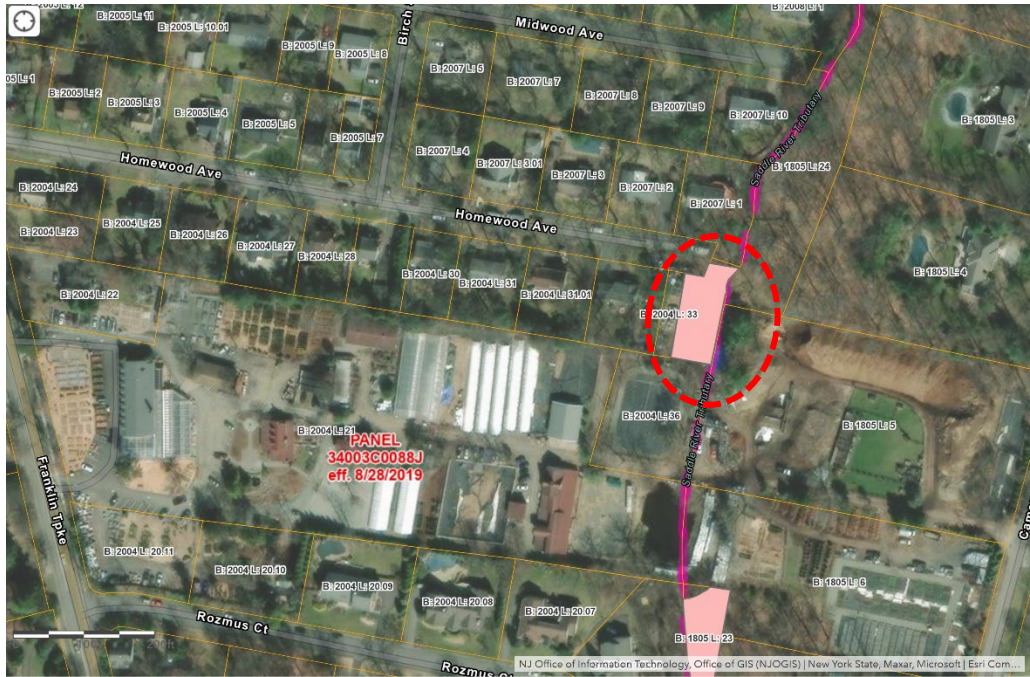
ID #3



Map 3: ID #3 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
3	1.212	Not Developable	0.000
Analysis	ID #3 is undevelopable Rockland Electric transmission line ROW.		

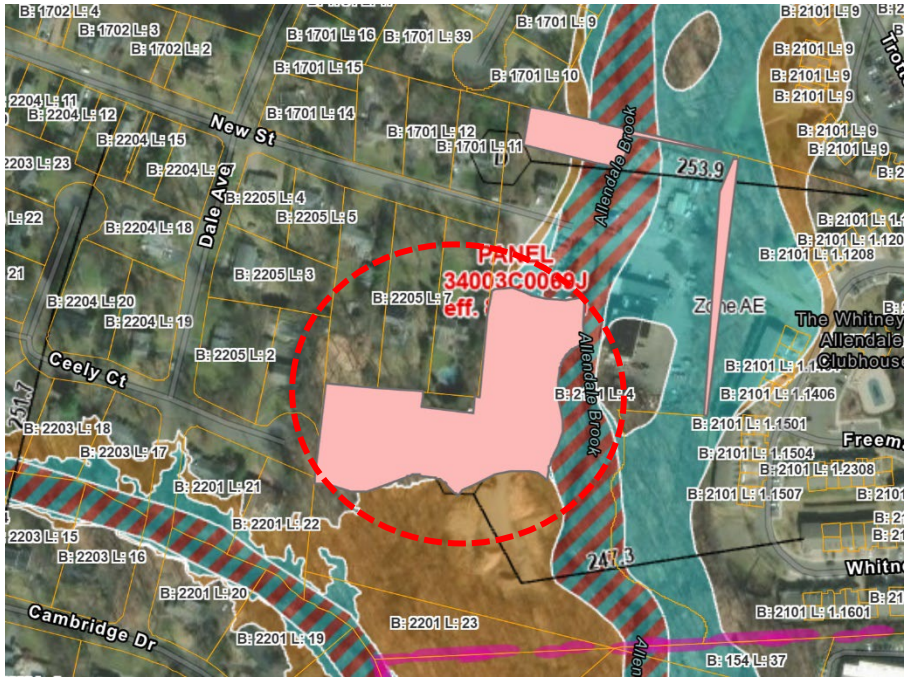
ID #4



Map 4: ID #4 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
4	0.183	Developable	0.183
Analysis	ID #4 is developable area on Block 2004 Lot 34 in accordance with the relevant land capacity criteria.		

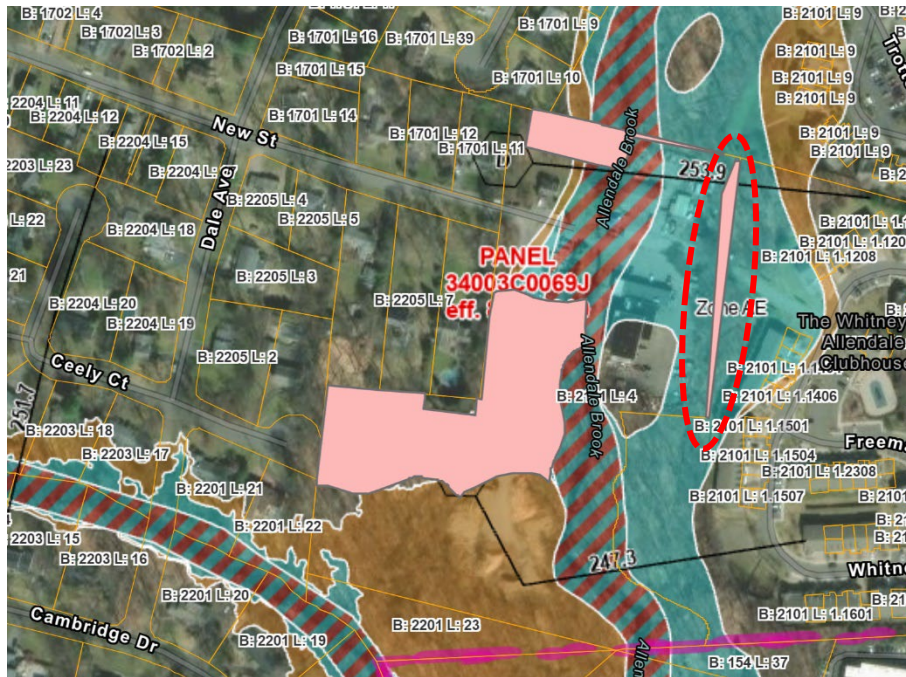
ID #5



Map 5: ID #5 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
5	2.383	Not Developable	0.000
Analysis			
	ID #5 is undevelopable- owned by water utility and portion in floodway.		

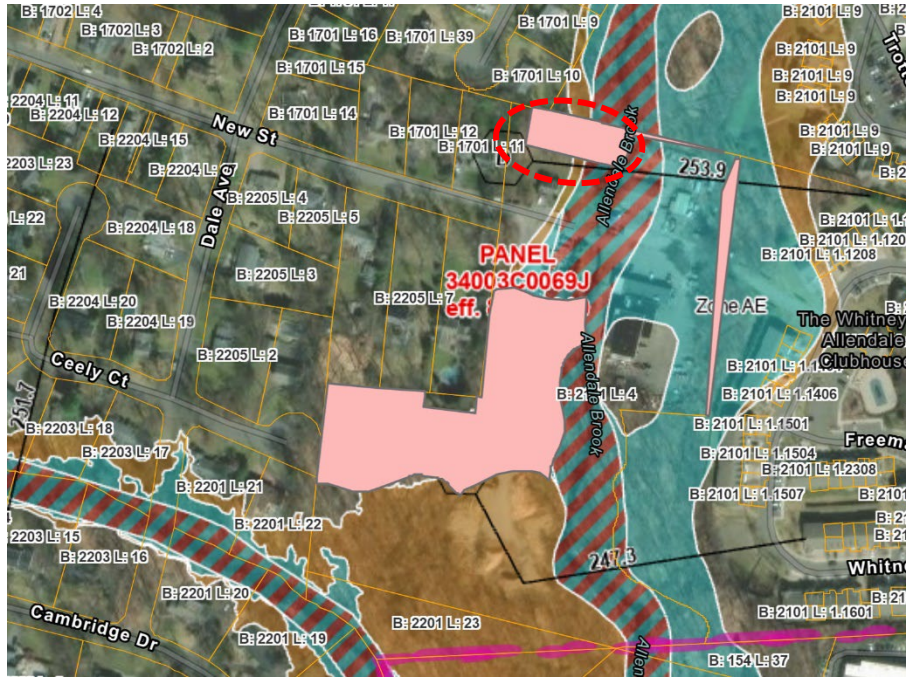
ID #6



Map 6: ID #6 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
6	0.195	Not Developable	0.000
Analysis	ID #6 is undevelopable- water utility property and small isolated area no frontage.		

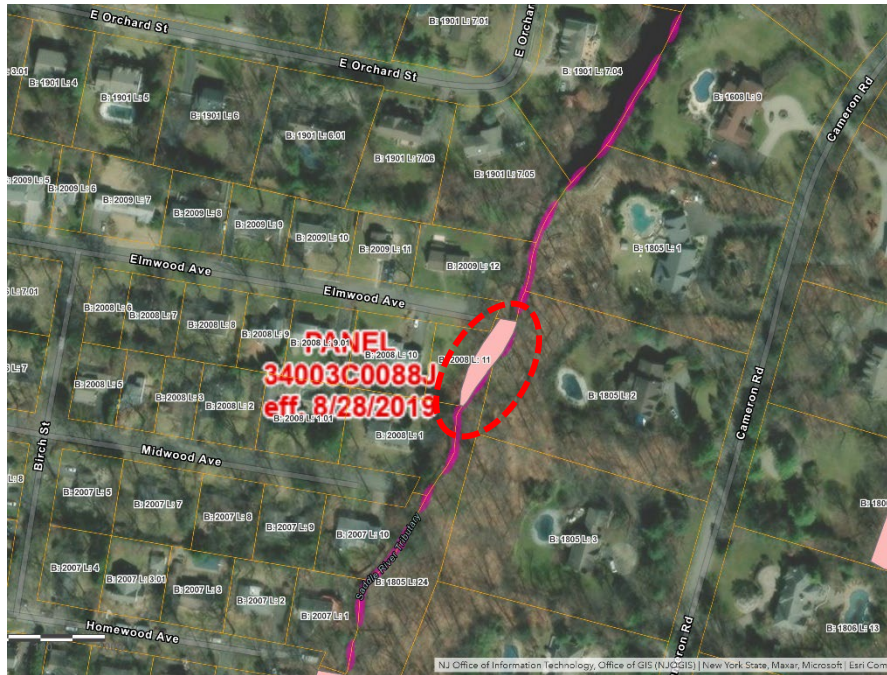
ID #7



Map 7: ID #7 and #8 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
7	0.358	Not Developable	0.000
Analysis	ID #7 is undevelopable- water utility owned property and small isolated area no frontage, portion in floodway.		

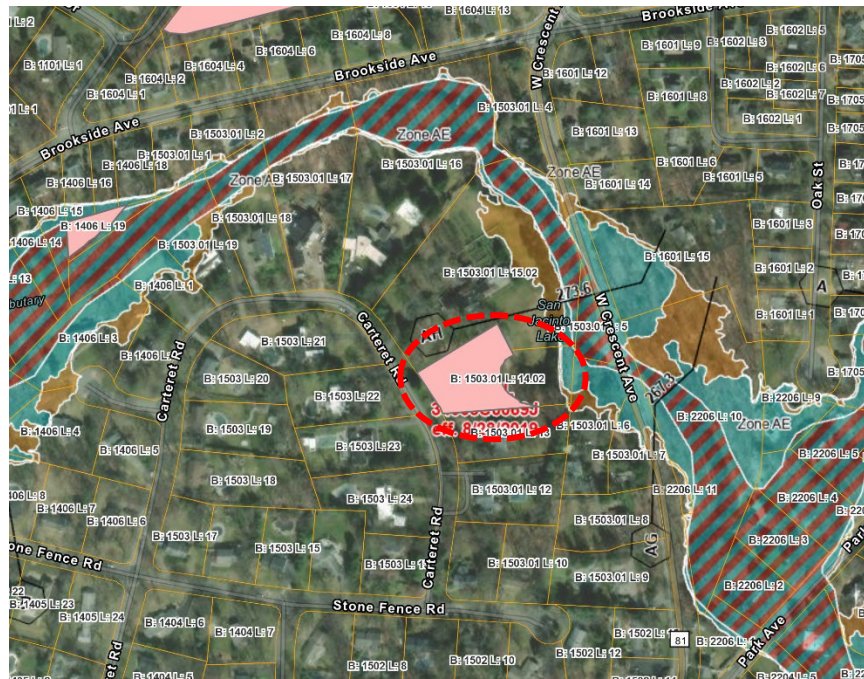
ID #8



Map 8: ID #9

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
8	0.095	Developable	0.095
Analysis	ID #8 is located on Block 2008 Lot 11. This area is vacant and developable in accordance with the relevant land capacity criteria.		

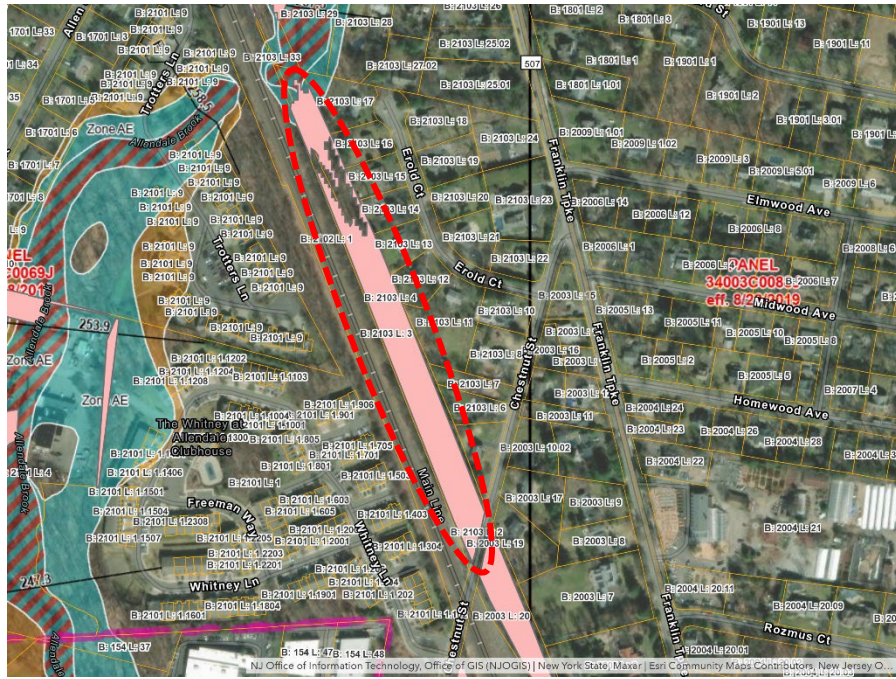
ID #9



Map 9: ID #10 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
9	0.805	Not Developable	0.000
Analysis	ID #9 is located on Block 1503 Lot 14. This property is currently under construction. Therefore, this land is not available as a developable area.		

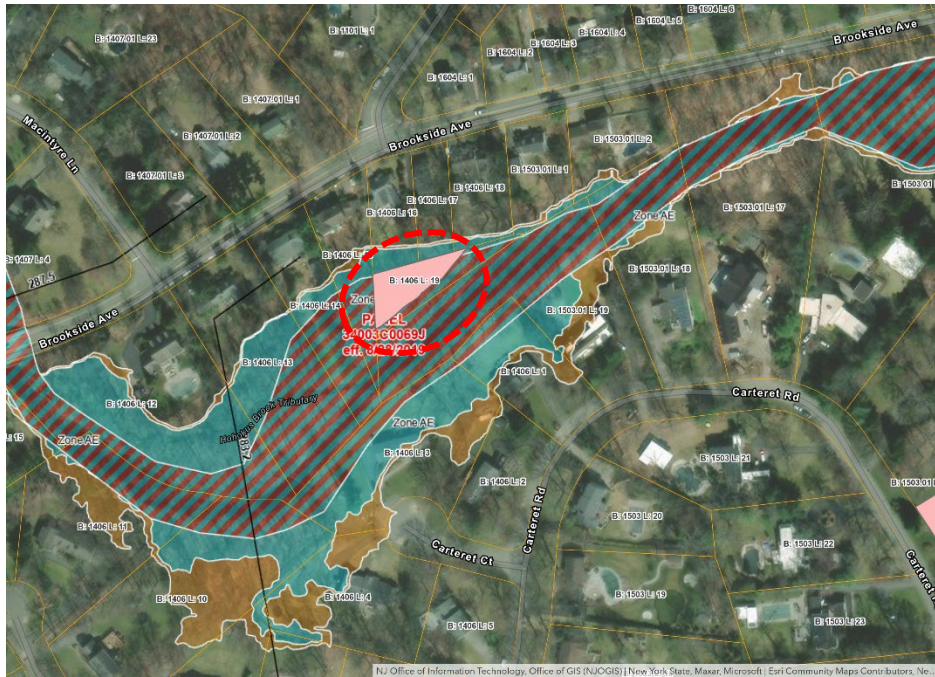
ID #10



Map 10: ID #11 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
10	2.555	Not Developable	0.00
Analysis			
	ID #10 is undevelopable Rockland Electric transmission line ROW.		

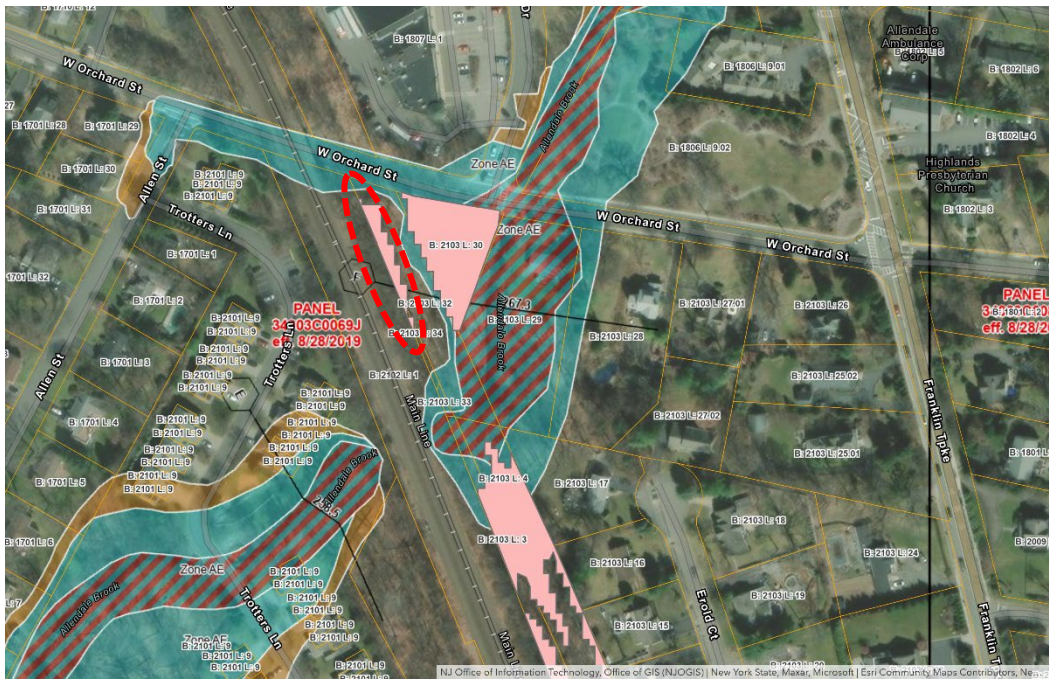
ID #11



Map 11: ID #12 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
11	0.186	Not Developable	0.000
Analysis	ID #11 is undevelopable- isolated no frontage and mostly in floodway.		

ID #12



Map 12: ID #13 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
12	0.069	Not Developable	0.000
Analysis			
	ID #12 is undevelopable- Rockland Electric transmission Line ROW.		

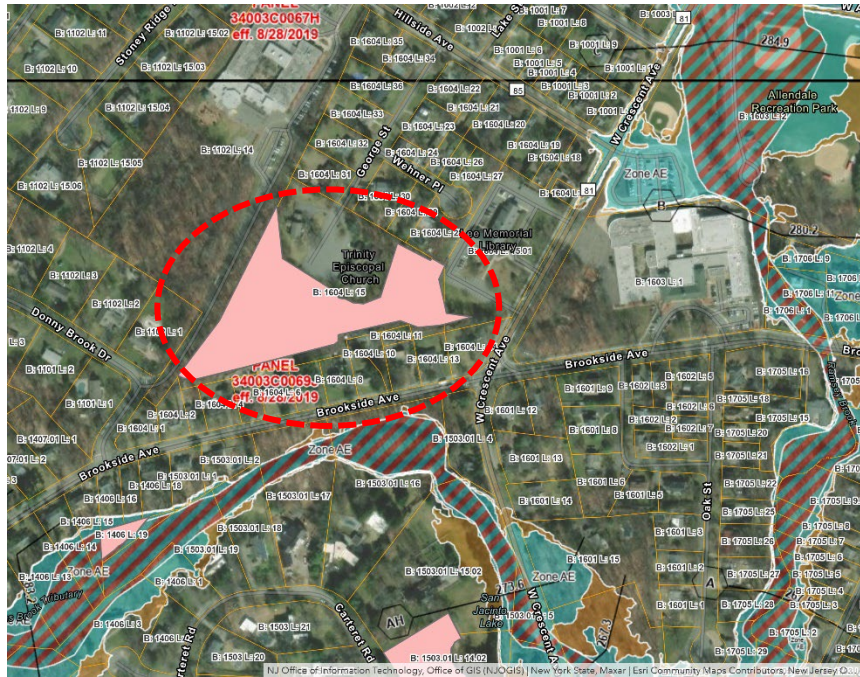
ID #13



Map 13: ID #4 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
13	0.378	Not Developable	0.000
Analysis	ID #13 is water utility property and portion in floodway.		

ID #14

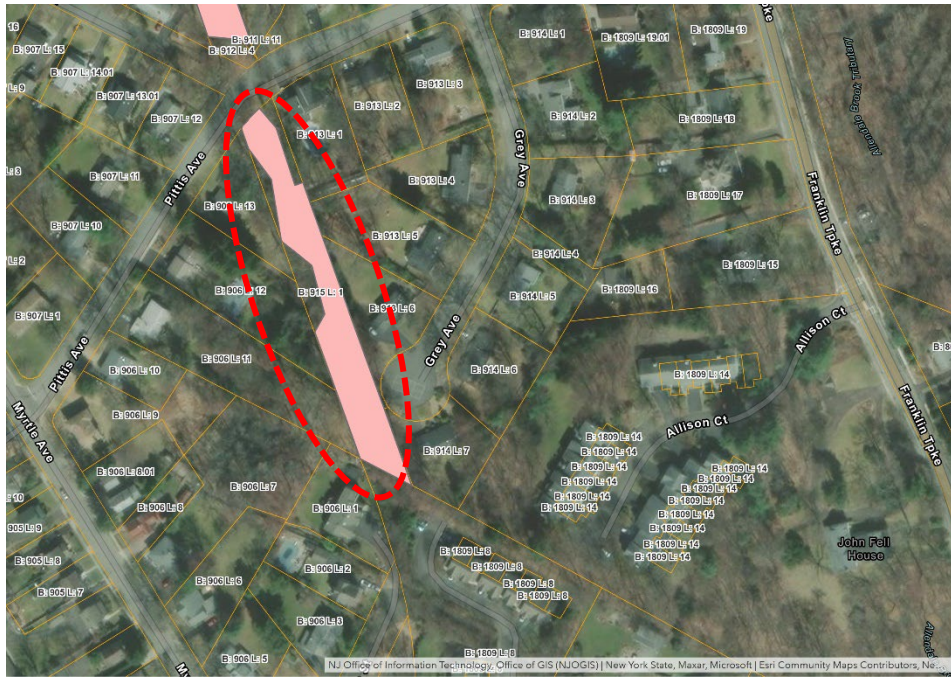


Map 14: ID #15, #6, and #17 (scale: 1" = 600')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
14	3.928	Developable	3.928

Analysis The ID #14 is a developable portion of existing religious institution under the relevant land capacity criteria.

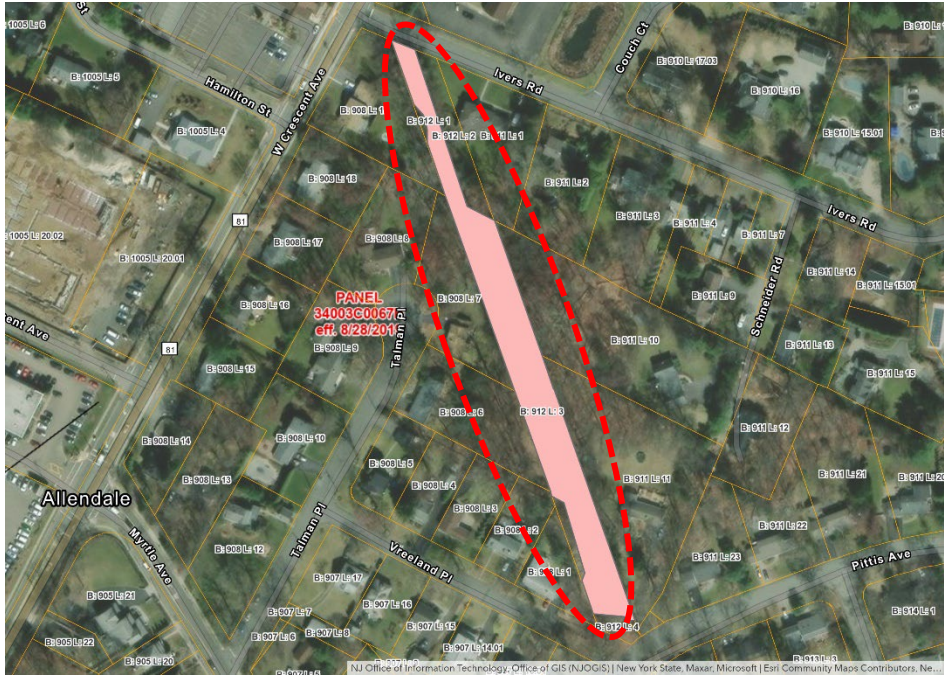
ID #15



Map 15: ID #18 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
15	0.643	Not Developable	0.000
Analysis	ID #15 is undevelopable Rockland Electric transmission line ROW.		

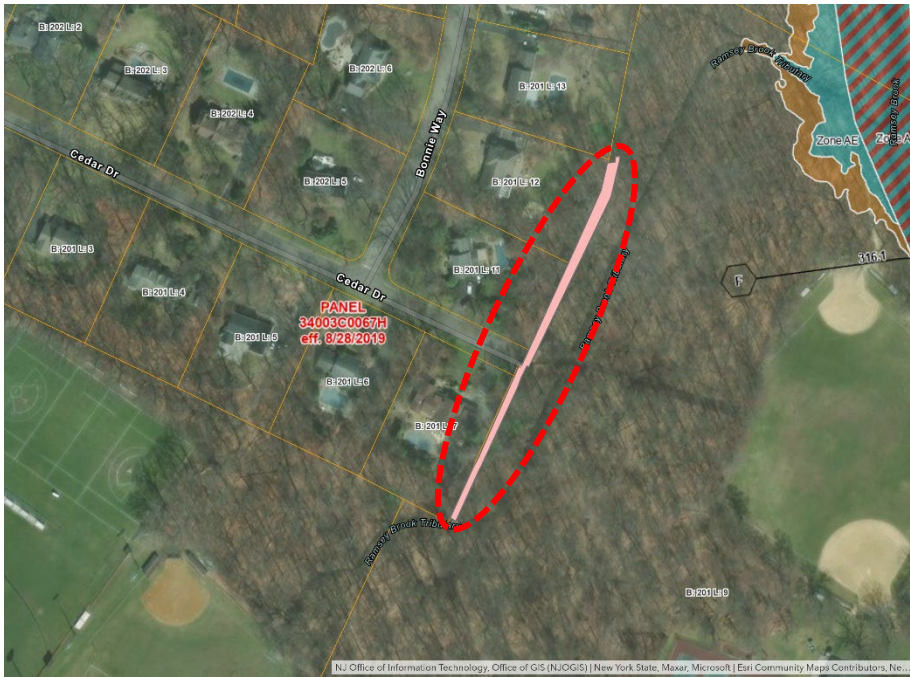
ID #16



Map 16: ID #16 (scale: 1" = 2,400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
16	1.026	Not Developable	0.000
Analysis	The ID #16 is undevelopable Rockland Electric transmission line ROW.		

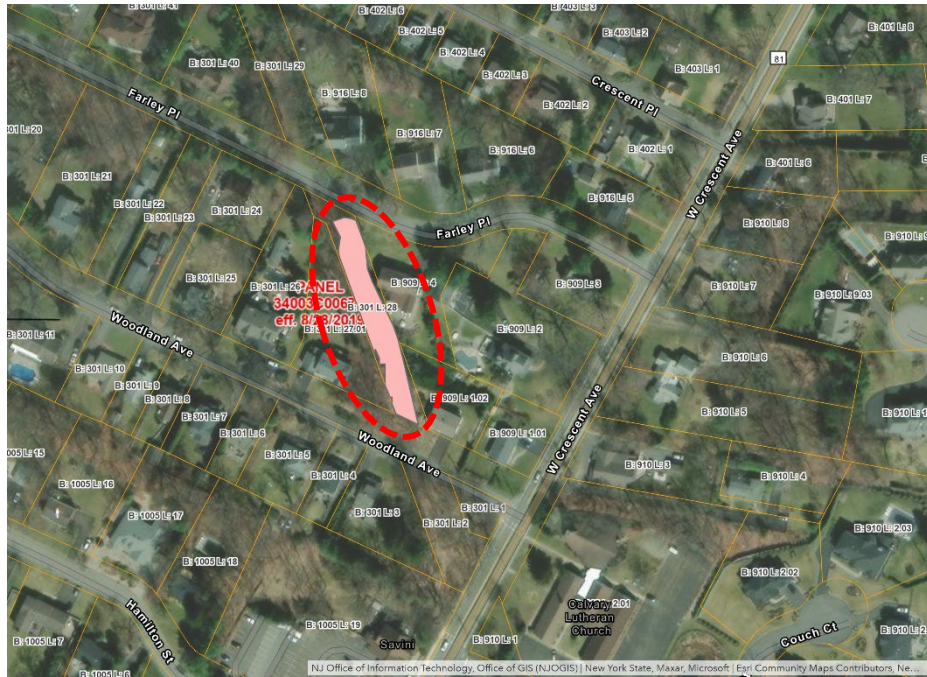
ID #17



Map 17: ID #20 (scale: 1" = 500')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
17	0.195	Not Developable	0.000
Analysis	ID #17 is undevelopable- preserved on ROSI list -Crestwood Park.		

ID #18



Map 18: ID #18

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
18	0.262	Not Developable	0.000
Analysis	ID #18 is undevelopable Rockland Electric transmission line ROW.		

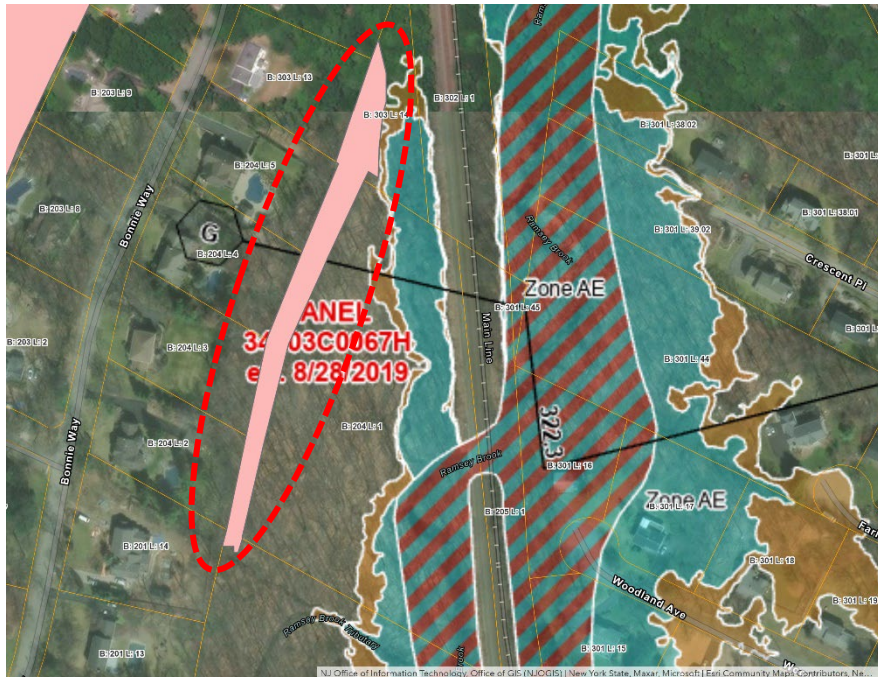
ID #19



Map 19: ID #19 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
19	0.338	Not Developable	0.000
Analysis	ID #19 is undevelopable Rockland Electric transmission line ROW.		

ID #20



Map 20: ID #20

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
20	0.799	Not Developable	0.000
Analysis	ID #20 is undevelopable- open space on ROSI space.		

ID #21



Map 21: ID #21

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
21	0.061	Not developable	0.000
Analysis	ID #21 is undevelopable a small portion of fully developed gas station lot fronting Route 17.		

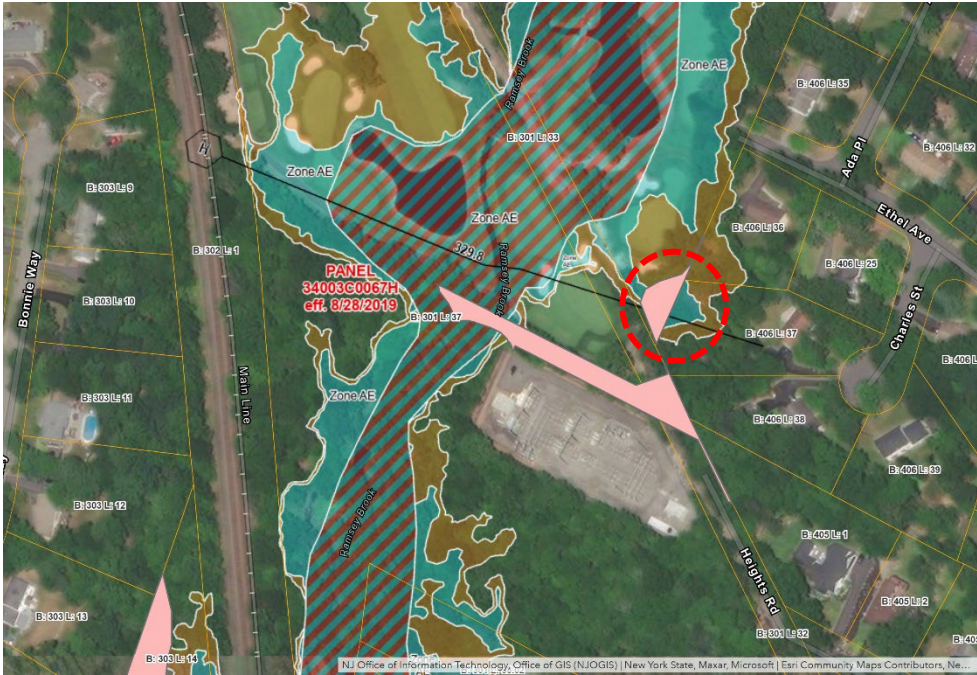
ID #22



Map 22: ID #22

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
22	0.313	Not Developable	0.000
Analysis	ID #22 is undevelopable on a portion Rockland Electric transmission line ROW and extends into a narrow lot that is also impacted by floodway.		

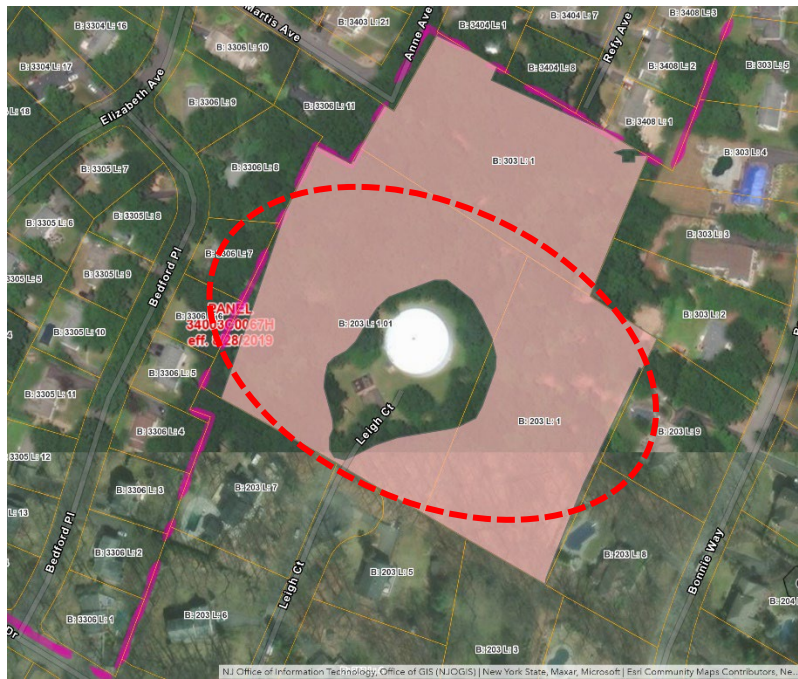
ID #23



Map 23: ID #23 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
23	0.077	Not Developable	0.000
Analysis	ID #23 is located on Block 406 Lot 21.018. This property is small, isolated portion of larger lot significantly impacted by environmental restrictions.		

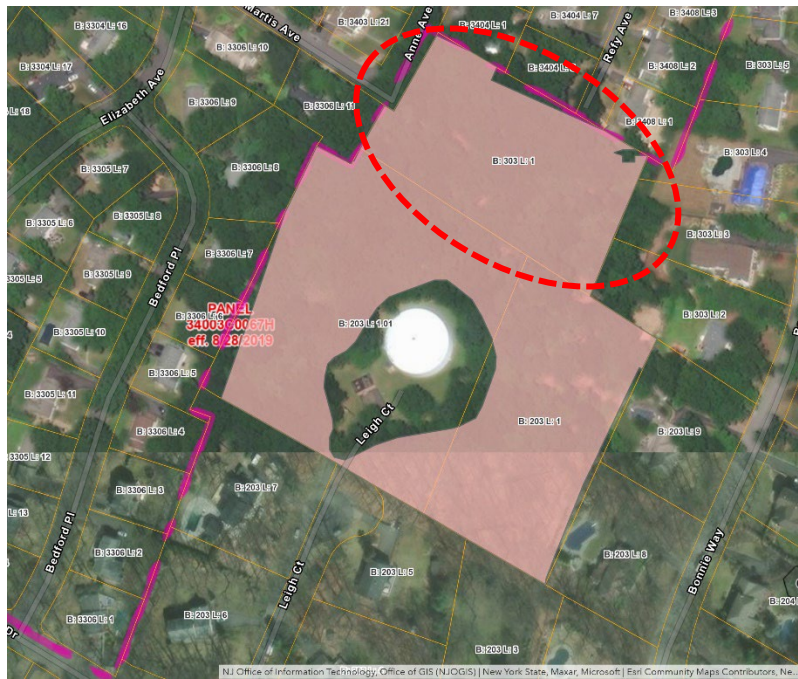
ID #24



Map 24: ID #24

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
24	4.363	Not Developable	0.000
Analysis	ID #24 is located on Block 203 Lots 1 and 1.01. This property is part of a water utility company, water tank and related infrastructure.		

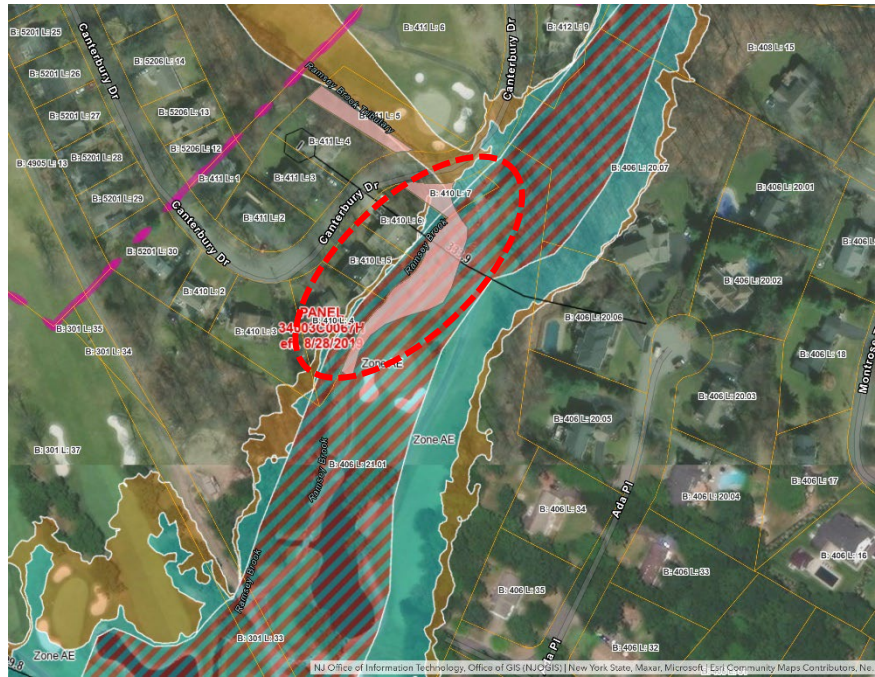
ID #25



Map 25: ID #29, #31, #32, #36, #38 (scale: 1" = 400')

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
25	2.600	Developable	2.600
Analysis	ID #25 is located on Block 303 Lot 1 which is owned by the Borough at the terminus of Refy Avenue and developable under the relevant land capacity criteria.		

ID #26



Map 26: ID #26

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
26	0.377	Constrained	0.060
Analysis	The ID #26 is largely limited by floodway although a small area is developable as identified under the relevant land capacity criteria.		

ID #27



Map 27: ID #27

ID #	Weighted Acres	Status	Weighted Acres - Recalculated
27	0.101	Developable	0.101
Analysis	ID #27 is located on Block 411 Lot 21.01. This property is part of a lot on the Ramsey Country Club property and is considered developable under the relevant land capacity criteria.		

Appendix B: Structural Conditions Survey

The following is the structural conditions survey performed by the Allendale Construction Official, Mr. Anthony Hackett.

EXTERIOR HOUSING SURVEY

Municipality: Borough of Allendale
County: Bergen
Date of Survey: 12/26/24 - 1/10/25
Performed By: Anthony Hackett
Title: Construction Official

Areas of municipality surveyed:

All, except Areas Listed Below.


Areas of municipality not surveyed:

- 1) Pearl Ct, Commerce Dr., Bordline Rd.
- 2) Weimer Ct
- 3) Couch Ct

Reason(s) for not surveying these areas:

- 1) All Commercial Buildings
- 2) Subdivision Built 2018 - 2020
- 3) Subdivision Built 2018 - 2020

Based upon my experience in the Borough of Allendale, I am thoroughly familiar with the housing stock in the Borough and undertook a thorough investigation of the existing housing stock using the forms prepared by COAH utilizing the available criteria established in N.J.A.C. 5:93-5.2 and N.J.A.C. 5:97-6.2 which reference "Appendix C" of the rules.

Signature: 
Title: Construction official
Served since: 2018

EXTERIOR HOUSING SURVEY

MUNICIPALITY Allendale COUNTY Bergen DATE 12/26/24 - 1/3/25

Street Address	Block/Lot	Number of Dwelling Units	Tenure of Units i.e. owner occupied/ rental/ mixed occupancy	Year Built	MAJOR SYSTEMS				MINOR SYSTEMS				Structure in Need of Repair (Mark "Yes" or "No")	If Yes, Provide Details	
					One major system is required to indicate that the structure is in need of repair				Two minor systems are required to indicate that the structure is in need of repair						
					Foundation	Siding and Walls	Windows and Doors	Roof and Chimney	Eaves/Soffits/Gutters/Leader	Rails/Stairs/Steps/Porch	Fire Escape	Fire Escape			
330 Brookside		1				old windows				Gutters MISSING				no	
90 Edge wood		1				old windows								no	
46 Oakwood		1				old windows	Peeling Paint	MISSING SHINGLES		Scaffolding				yes	Needs Roof Repairs
170 Mallinson		1				old windows								yes	Needs Roof Repairs
42 Mallinson		1					Siding Failing	Roof Failing						yes	Needs Roof Repairs
274 W. Allendale		1					Siding Failing	Roof Failing		All Failing	SPAIN Failing			yes	House Needs a lot of Repairs in Poor Condition
150 W Orchard		1					Siding Failing	MISSING SHINGLES						yes	Needs Roof Repairs
39 Elmwood		1					MISSING PLASTER	old windows		FACIA MISSING	Front Steps			yes	Needs Front Steps Replaced + MISSING Siding + Plaster
11 Albert.		1					Siding Failing	Roof Failing		Leaking Gutter				yes	Needs Gutter Siding Replaced Repair Plaster
57 Meeker		1					Plaster Failing		Curby					yes	Plaster Failing + Needs Repairs?

I verify that I have conducted this exterior housing survey according to COAH criteria

Signature: Anthony Hockett

Print Name and Title: Anthony Hockett 11/025