

**OXFORD TOWNSHIP MEETING**  
**October 7, 2020**

The meeting of the Township Committee of Oxford Township was held on September 23, 2020 in the Oxford Township Municipal Building, 11 Green Street, Oxford, NJ and by calling the toll-free number: (877) 853-5247 and entering the Meeting ID: 829 9595 4475

Adequate Notice of this meeting was properly advertised in The Express Times/NJ Zone Edition, Express Times, the Township website ([www.oxfordtwpnj.org](http://www.oxfordtwpnj.org)) and Township Facebook page in compliance with the Open Public Meeting Act of 1975.

In attendance was Robert Nyland, Gerald Norton (via Zoom), Georgette Miller, Township Committee, Rich Wenner, Township Attorney (via Zoom), Matthew Hall, Township Administrator, and Susan Turner, Deputy Municipal Clerk.

**Meeting Minutes and Executive Session Minutes**

Robert Nyland moved to accept the Meeting Minutes and Executive Session minutes from the September 23, 2020 Committee meeting. Seconded by Georgette Miller. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

**Ordinances - 2<sup>nd</sup> Reading/Public Hearing:**

**ORDINANCE 2020-09**

**AN ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY TO AMEND CHAPTER 340 ENTITLED “ZONING” ARTICLE VI “GENERAL REGULATIONS” TO CREATE NEW SECTION 340-27.1**

**WHEREAS**, the Oxford Township Committee, as part of its consideration of zoning amendments related to Oxford Town Center, permitted apartments above garages within the TC-1 Town Center Redevelopment Zone of Oxford Town Center, and

**WHEREAS**, the Oxford Township Committee wishes to provide additional housing options within the Township as a whole, along with opportunities for residents to derive additional income that will help support new and continued homeownership within the Township.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Oxford in the County of Warren and State of New Jersey, as follows:

**Section 1.** Chapter 340 Entitled “Zoning”, Article VI “General Regulations” is hereby amended to create a new Section 340-27.1 “Accessory Apartments” to read as follows:

**§340-27.1 Accessory Apartments**

A. Accessory apartments shall be permitted in all residential zones within the Township of Oxford, subject to the following requirements:

(1) All accessory apartments proposed and meeting the requirements of this section shall be required to obtain a zoning permit from the Zoning Officer of the Township of Oxford

prior to the issuance of construction permits. Any and all construction permits required shall be obtained by the applicant at his/her own expense, and the accessory apartment shall only be occupied upon issuance of a certificate of occupancy by the Construction Office. Any accessory apartment proposed not meeting the requirements of this section shall seek appropriate relief from the Oxford Township Land Use Board and shall only be granted construction permits upon receiving all necessary land use approvals.

(2) Any lot where an accessory apartment is proposed shall meet all area, yard and bulk requirements for the zone in which the lot is located.

(3) No individual lot within the Township shall be permitted more than one (1) accessory apartment.

(4) No accessory apartment shall contain more than one (1) bedroom.

(5) All accessory apartments shall be contained in an accessory building, whether existing or newly constructed, and shall not be attached to the principal dwelling in the case of a new building. Any newly constructed accessory building shall meet the minimum yard requirements for an accessory building/structure as required for the zone in which the lot is located.

(6) Any person wishing to construct an accessory apartment shall demonstrate that either public sewer exists or can be provided to the lot or the existing septic system is adequate to handle the additional bedroom proposed. Demonstration of the adequacy of the existing septic system shall be in the form of inspection and written report by a qualified professional engineer or other professional licensed to provide such determination. Provided proper approvals are obtained from any agency having jurisdiction over the matter, expansion of existing septic systems to provide additional capacity to support an accessory apartment shall be permitted.

(7) Adequate additional parking per the New Jersey Residential Site Improvement Standards, N.J.A.C. 5:21, et. seq., shall be provided. For a one bedroom apartment, 2 additional spaces shall be provided.

(8) All accessory apartments shall be registered with the Township Clerk and assigned a street address by the Township. The number designation of the accessory apartment shall be identical to that assigned to the principal dwelling plus the letter "B". Such number designation shall be posted on the accessory building containing the apartment in a location visible to emergency responders and shall also be posted on a separate mailbox that shall be installed for the apartment.

**Section 2.** If any part or parts of this Ordinance are for any reason held to be invalid, such adjudication shall not affect the validity of the remaining portions of this ordinance.

**Section 3.** All Ordinances or parts of Ordinances which are inconsistent herewith are repealed, but only to the extent of such inconsistency. All other parts of the Township of Oxford Code not inconsistent herewith are ratified and confirmed.

**Section 4.** This Ordinance shall become effective following its final passage and publication as required by law.

Mayor Robert Nyland moved to adopt **Ordinance 2020-09**. Seconded by Georgette Miller and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

**Ordinances - 1<sup>st</sup> Reading/ Public Hearing:**

**ORDINANCE 2020-13**

**AN ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING CHAPTER 219, *NUISANCES*, SECTION 2, *NUISANCES PROHIBITED*, TO ADD A NEW SUBSECTION 219-2(A)(11) REGARDING NOISE**

**BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN AND STATE OF NEW JERSEY THAT CHAPTER 219, *NUISANCES*, SECTION 2, *NUISANCES PROHIBITED*, TO ADD A NEW SUBSECTION 219-2(A)(11) REGARDING NOISE AS FOLLOWS:**

**Section 1.**

219-2(A)(11) Noise.

(a) The making, continuing or causing to be made or continued by any person of any loud, unnecessary or unusual noise or any noise which does or is likely to annoy, disturb or endanger the comfort, repose, health, peace or safety of others.

(b) Without intending to limit the generality of Subsection A(11)(a), the following acts are hereby declared to be examples of loud, disturbing and unnecessary noise in violation of this section:

(i)

Radios; televisions; phonographs. The playing, use or operation of any radio-receiving set, television, musical instrument, phonograph or other machine or device for the producing or reproducing of sound in such a manner as to disturb the peace, quiet and comfort of neighboring inhabitants or with louder volume than is necessary for convenient hearing for persons who are in the room, vehicle or chamber in which the machine or device is operated and who are voluntary listeners. The operation of such a set, instrument, phonograph, machine or device so that it is clearly audible at a distance of 100 feet from the building, structure or vehicle in which it is located shall be prima facie evidence of a violation of this section.

(ii)

Yelling; shouting. Yelling, shouting, hooting, whistling or singing on the public streets, particularly between the hours of 11:00 p.m. and 7:00 a.m., or at any time or place, which annoys or disturbs the quiet, comfort or repose of persons in any office, dwelling, hotel, motel or other type of residence or of any persons in the vicinity.

(iii)

Animals; birds. The keeping of animals or birds which, by causing frequent or long-continued noise, disturbs the comfort or repose of any person in the vicinity, but nothing herein contained is intended to apply to a dog pound or licensed kennel.

(iv)

Horns. The sounding of a horn or warning device on an automobile, motorcycle, bus or other vehicle, except when required by law, or when necessary to give timely

warning of the approach of the vehicle, or as a warning of impending danger to persons driving other vehicles or to persons on the street. No person shall sound a horn or warning device on an automobile, motorcycle, bus or other vehicle which emits an unreasonably loud or harsh sound, or for an unnecessary or unreasonably period of time.

Section 2:

Severability. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder off this Ordinance shall not be affected thereby.

Section 3:

Repealer. Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as to their inconsistencies only.

Section 4:

Effective Date. This Ordinance shall take effect upon final passage and publication as provided by law.

Mayor Robert Nyland moved to adopt **Ordinance 2020-13**. Seconded by Georgette Miller and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0

**Resolutions :**

**RESOLUTION 2020-71**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF  
THE TOWNSHIP OF OXFORD AUTHORIZING THE USE OF THE PUBLIC RIGHTS-  
OF-WAY BY PLANET NETWORKS, INC.**

Mayor Nyland moved to table **Resolution 2020-71** until a Planet Networks representative can attend a meeting and discuss the project. Seconded by Georgette Miller and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0.

**Township Committee Reports and Correspondence**

Fall Cleanup – Mr. Hall spoke with P.C. F. A. which will hold the Fall Cleanup. The week of November 2 – 7 was chosen by the committee. Mr. Hall will confirm the dates with P.C.F.A. Vouchers, which will be available at the Municipal Building, are required and will be distributed with an informational flyer. Resident email addresses will be collected at voucher distribution to start an email information system.

JCP&L – Mayor Nyland stated JCP&L is holding a Zoom meeting tonight to address the recent outages. The EMO or Assistant EMO will attend. JCP&L has done extensive trimming around and aerial inspection of the transmission lines.

Election Signs – Mayor Nyland received information from Warren County Office of the Prosecutor regarding election signs. He reminded everyone that no political advertising is allowed on any utility poles, municipal, county, state or federal property.

Date Night at the Lake – Mrs. Miller stated the event went very well and many who attended requested another one be held. She hopes to have another this fall, and next spring and summer. Mayor Nyland congratulated her and Katherine on a successful event.

Christmas Tree Lighting – Planning will begin shortly. Volunteers will be recruited to help with the tree trimming. A craft area may be added.

County Engineer Traffic Crash Data and Road Safety Assessment – Mr. Hall stated the most recent report has been received and is available for review.

Beach Rental for Weddings – Mayor Nyland suggested renting the beach at Oxford Lake for wedding ceremonies. DPW would rake the sand. Set up and removal of chairs, tables, etc. would be the responsibility of the renter. During the summer season rentals would be restricted to before or after public beach hours. Mayor Nyland moved to set a fee of \$175 to rent the beach at Oxford Lake for a wedding ceremony, with the stipulation that during the summer season rentals need the approval of the Township Committee. Seconded by Georgette Miller and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0.

Cameras at the Lake – Mayor Nyland stated that Turnkey Electric surveyed the lake area. 4 or 5 cameras and speakers, with cell phone notifications, would cost \$7,000 - \$8,000. Solar cameras or cellular trail cams could be installed for the soccer field.

DOT-Route 31 Bridge over Furnace Brook – Mr. Hall will review the agreement and Mayor Nyland will contact DOT to further determine the specific responsibility regarding certain manholes.

Solar Project Discussion – Mr. Wenner stated the original lease agreement needs to be rescinded and the entire parcel rebid. A letter of termination of the current agreement is needed from the current lessee before rebidding is started. Mr. Norton moved to authorize the rebidding with a return date of October 27, 2020 to be awarded on October 28, 2020, subject to receipt of a letter of termination of the lease from the current lessee. Seconded by Mayor Nyland and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0. Mr. Norton will contact Solar Stone regarding the letter of termination.

The Township Committee meeting scheduled for October 21, 2020 will be changed to October 28, 2020.

Spring Meadows – Mr. Norton, Mr. Hall, Michael Finelli, Township Engineer and Lou Acceturro, DPW Supervisor, reviewed the development to determine areas with potential infrastructure issues before any paving project begins. Mr. Acceturro would like to scope the storm drains to locate and handle any potential problems. Mr. Hall will discuss the availability of funds with the CFO. Mayor Nyland moved to authorize the DPW to contract with the video scope company subject to funds being available. Seconded by Georgette Miller and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0. Absent: 0.

School Board Meeting – Mr. Norton attended the Oxford School Board meeting. The Board will discuss possible regionalization of grades 7 and 8 at their next meeting. Mr. Norton will attend virtually.

Lake Season – Mr. Norton stated the gross revenue received was \$126,000 and the profit was around \$42,000. “Kudos to everyone at the Lake for a job well done”.

**Motion To Pay Bills:**

Mayor Nyland moved to pay all bills presented and approved by the Committee. Seconded by Georgette Miller. Roll call vote: Nyland: Yes, Miller: Yes, Norton: Abstain. Motion passed.

**Township Engineer:** - No report

**Attorney’s Report:**

Rich Wenner stated that he has one item for Executive Session regarding litigation. Mr. Wenner stated he, Mr. Norton and Mr. Hall have been trying to set up a telephonic conference with Mr. Bob Powell of Nassau Capital Advisors, at his request, regarding Hilltop Redevelopment Project.

**Public Comment:**

Bob Magnuson, Superintendent, Oxford School, (via Zoom) will distribute the Fall Cleanup flyer to school families. The new HVAC units for the school is expected to be delivered at the end of October. 85% of the cost is provided by NJ Direct Install.

Mayor Nyland stated that Oxford has had low Covid-19 numbers but they are starting to climb. He asked that everyone follow the Governor’s and CDC’s health and safety guidelines.

Mr. Hall asked Mr. Wenner to address the newly released Local Finance Public Meetings Guidance regarding “hybrid” (public and virtual attendance) meetings. Mr. Wenner explained that because these are held while the under a state of emergency they must follow strict guidelines and regulations. Similar regulations apply to “all virtual” meetings. The Committee prefers to continue with hybrid meetings. Mr. Hall and Mr. Wenner will have compliance regulations at the next meeting.

End of Public Comment.

**EXECUTIVE SESSION**

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

**WHEREAS**, this public body is of the opinion that such circumstances presently exist. The public shall be excluded from the discussion of any action upon the hereinafter-specific subject matter.

The general nature of the subject matter to be discussed is litigation.

It is anticipated at this time that the above stated subject matter will not be made public at the conclusion.

The motion carried with the following roll call vote:

Mayor Nyland moved to enter Executive Session at 7:52 PM, seconded by Georgette Miller and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Mayor Nyland moved to enter open session at 8:07 PM. Seconded by Gerald Norton and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Mayor Nyland moved to authorize Mr. Wenner to continue litigation in person. Seconded by Georgette Miller and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

Mayor Nyland moved to adjourn the meeting at 8:10 PM. Seconded by Gerald Norton and passed unanimously on roll call vote. Ayes: 3, Nays: 0, Abstain: 0, Absent: 0.

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Susan Turner, Deputy Clerk