

BOROUGH OF FRANKLIN LAKES RESIDENT HANDBOOK

*Handy reference guide for all
Borough information*

www.franklinlakes.org

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2018 MAYOR AND COUNCIL

Mayor Frank Bivona
(201) 891-4000, Ext. 1203
Mayor@franklinlakes.org

Councilman Joseph Cadicina
JCadicina@franklinlakes.org

Councilman Joseph Kelly
JKelly@franklinlakes.org

Councilwoman Paulette Ramsey
PRamsey@franklinlakes.org

Councilman Charles Kahwaty
CKahwaty@franklinlakes.org

Councilman Thomas G. Lambrix
TLambrix@franklinlakes.org

Councilwoman Ann Swist
ASwist@franklinlakes.org

Franklin Lakes operates under the Borough form of government, with six councilpersons and one Mayor. The governing body is empowered to enact local ordinances, levy municipal taxes, and conduct the affairs of our community.

The Mayor serves a four-year term and is responsible for carrying out certain executive functions within the Borough. The Mayor runs the Mayor and Council meetings but votes on issues only in the case of a tie. The six Councilpersons serve staggered three-year terms and are responsible for most legislative and executive functions.

The Mayor and Council are chosen through partisan elections. Look for election information on the Borough Clerk's webpage on the Borough's website.

Mayor and Council meetings are open to the public. They are generally held at 7:30 PM at Borough Hall on the first (in the Conference Room on the first floor) and third (in the Council Chambers on the third floor) Tuesday of each month. At every meeting there is an opportunity for the public to speak on any issue, whether it is on the agenda or not. Meeting agendas, minutes, and other information are available on the Borough website.

If you would like to schedule an appointment with Mayor Bivona, please contact his Administrative Assistant, Lynette Sidoti, at (201) 891-4000, ext. 1204.

Photo on cover was taken on the walking trail at Parsons Pond Park. See page 24 for additional information on Franklin Lakes' newest park.

MAYORS WELLNESS CAMPAIGN



FRANKLIN LAKES

Living Healthy

Mayors Wellness Campaign Coordinator

Dina Robinson

DRobinson@franklinlakes.org

The Franklin Lakes Mayors Wellness Campaign coordinates programs conducted throughout the year to promote healthy activities and well-being in our community. The goal of the Campaign is to increase opportunities for residents to participate in physical activity with a long-term goal of improving their health. Activities and events are designed for all age groups, from youth to seniors. The Mayors Wellness Campaign sponsors many wellness activities throughout the year.

To get involved, contact the Mayors Wellness Coordinator, Dina Robinson, at DRobinson@franklinlakes.org. For more information or to take the Wellness Pledge, visit the Mayors Wellness Campaign webpage at www.franklinlakes.org/mwc.

MAYORS WELLNESS CAMPAIGN EVENTS

- Baskets For Hope
- Goals For Hope
- Living Healthy Challenge
- Youth Biathlon and Teen Challenge
- Nature Wellness Walks
- Paddle Days
- Scenic Half Marathon
- Stand Up Paddle and Yoga Classes
- Triathlon

“The Mayors Wellness Campaign provides our residents with so many opportunities to further their health and wellness. The multitude of programs offered further the Campaign’s goal of getting our community to exercise more and live healthier, more active lifestyles.”

- Mayor Frank Bivona

HISTORY OF FRANKLIN LAKES

In the 17th century, Lenni Lenape Indians traveled the land we now call Franklin Lakes. They made winter camp in the “Clove” near Buttermilk Falls (in the High Mountain Preserve near the Indian Trail Drive “circle”) and fished in Micharagrape Pond (now Franklin Lake).



Slowly, the Dutch settlers made their way west from the Hudson River Valley. In 1772, Franklin Township was formed and included much of northwestern Bergen County. Farming was the major occupation of the early inhabitants, mostly Dutch with the names of Van Winkle, Van Houten, Ackerman, Pulisfelt, Van Blarcom, etc. They built solid farmhouses of sandstone and fieldstone. Fourteen of these historic homes still stand in our Borough (see several of these homes in the 2018 Borough calendar).

Mills sprang up along the creeks: sawmills, gristmills, tanneries and forges. The 1876 Walker Atlas showed Franklin Lakes had about 100 residences, 5 mills, 1 tannery, 3 schools, 4 blacksmith and wagon shops, 1 church, 2 hotels, 1 store, and 2 railroad depots.

The railroad stations were built in 1869 when the New Jersey Midland Railroad was extended to Oakland. One station stood at Campgaw on Pulis Avenue, the other at Crystal Lake on High Mountain Road. Residents used the train for commuting, moving goods and mail.

Around the turn of the century, estate houses and mansions began to appear in the area. The industrial revolution brought wealth, and many of the wealthy became “gentleman farmers,” sometimes living here only in the summer. Eventually, the Campgaw section became the civic center of our Borough.

In 1922, Franklin Lakes separated from Franklin Township, incorporated, and elected William V. Pulis as its first Mayor.

Edward May built three lakes and started the Shadow Lake Swim Club, which evolved into Shadow Lakes Estates. On the other side of the Borough, J. Nevins McBride purchased land around Franklin Lake and began building single-family homes in Urban Farms.

When Route 208 was extended to Oakland in 1959, Franklin Lakes became more accessible, and by 1980 there were more than 8,500 residents. The completion of Interstate 287 in the early 1990’s stimulated another boom in building. The most recent Census (2010) reports that Franklin Lakes had a population of 10,590.

FRANKLIN LAKES HISTORY

For more information visit www.franklinlakes.org/History.

MEETING SCHEDULE

All meetings held at Borough Hall, 480 DeKorte Drive, unless otherwise noted. Meeting schedules are subject to change. Check the Borough website for updated schedules at www.franklinlakes.org.

MAYOR AND COUNCIL

First and third Tuesday of each month at 7:30 PM

BOARD OF HEALTH

First Monday of alternate months at 7:00 PM

ENVIRONMENTAL COMMISSION

Third Monday of each month at 7:00 PM

LIBRARY TRUSTEES

Third Monday of each month at 7:00 PM
in the Local History Room at the Franklin Lakes Public Library

MUNCIPAL ALLIANCE

9:30 AM in the Ambulance Corps Building
Visit website for schedule.
www.franklinlakes.org/municipalalliance

PLANNING BOARD

First and third Wednesday of each month at 7:30 PM

RECREATION AND PARKS COMMITTEE

Third Monday of each month at 7:30 PM

SHADE TREE COMMISSION

Second Wednesday of each month at 7:00 PM

ZONING BOARD OF ADJUSTMENT

First Thursday of each month at 7:30 PM

Pride in Franklin Lakes is Picking Up!
Anti-Littering Campaign



**The Franklin Lakes community
can work together to clean up
our parks, fields and public areas.**

COMMUNICATIONS

Borough Website - www.franklinlakes.org

The Borough's communications program starts with its award-winning website. The website is the comprehensive source for all Borough information. Website features include the Performance Dashboard (tracks performance of Borough departments), the Video Tour Book (a series of videos featuring Franklin Lakes education, history, parks and recreation, and going green), Local Business Directory, and Report An Issue. All communications are coordinated "in-house," with the invaluable assistance of the Borough's volunteer interns.

Other elements of the communications program include:

- Borough calendar
- Nixle (during emergencies)
- Resident Handbook
- Weekly E-blast (e-mail update)
- Facebook
- Instagram
- Twitter
- Press releases



NIXLE REGISTRATION



The Borough of Franklin Lakes utilizes a community alert notification service called Nixle, which alerts residents on localized emergency situations and relevant community advisories. Nixle is administered through the Franklin Lakes Police Department. Messages are delivered to residents instantly through text or email. This real-time communication is used for issues such as paving projects, road closings, storm information, emergency management alerts, garbage and recycling schedule changes, and public events.

As a resident, there are two simple ways to register:

- Text 07417 or FLPD to 888777 from your mobile phone.
- Sign up at www.franklinlakes.org/nixle.

BOROUGH E-BLAST

Through the E-Mail Update service, you can receive periodic e-mails from the Borough with Borough news, emergency alerts, information on special events and upcoming meetings. Sign up to receive e-mail updates and information on what's happening in the Borough at www.franklinlakes.org/eblast.

ADMINISTRATION

Borough Administrator

Gregory C. Hart, RMC, CPM
GHart@franklinlakes.org
Ext. 1201

Administrative Assistant to Mayor and Borough Administrator

Lynette Sidoti
LSidoti@franklinlakes.org
Ext. 1204

Assistant to Borough Administrator

Leonor Diehl
LDiehl@franklinlakes.org
Ext. 1206

Under the direction of the Mayor and Council, the Borough Administrator supervises the day-to-day activities of the Borough departments and acts as chief administrative officer of the Borough. The Administrator is responsible for the proper and efficient administration of the business affairs of the Borough.

The Administrator administers personnel regulations, works on the budget with the CFO, functions as purchasing agent, prepares bid documents, administers contracts, supervises public communications, handles citizen inquiries, and performs other administrative duties and special projects as requested by the Mayor and Council.

PROJECT MEDICINE DROP BOX LOCATION

**Franklin Lakes Police Department
490 DeKorte Drive**

Franklin Lakes Police Department offers a secure drop box open 24/7 to drop off unneeded and expired medications to keep them away from those at risk of abusing them.

- The drop boxes accept solid pharmaceuticals such as pills, capsules, patches, inhalers, and pet medications.
- Liquid products should remain in their original container with the cap tightly sealed to prevent leakage.
- Syringes and other sharp instruments are not accepted.



Open 24/7

For additional information, visit www.franklinlakes.org/dropbox.

BOROUGH CLERK

Borough Clerk

Sally T. Bleeker, RMC
SBleeker@franklinlakes.org
Ext. 1202

Assistant to Borough Clerk

Gail M. Rulli, RMC
GRulli@franklinlakes.org
Ext. 1200

The Borough Clerk's Office serves as a central point of contact for residents. The Borough Clerk serves as the secretary to the governing body, prepares the meeting agendas, records the minutes of Mayor and Council meetings, and processes resolutions and ordinances adopted by the Mayor and Council in accordance with State law.

The Borough Clerk is the custodian of the municipal seal and maintains custody of all minute books, bonds, contracts, and archival records of the Borough. The Borough Clerk is the liaison between the public and the governing body.

The Borough Clerk is the Election Official for the Borough and provides voter registration applications, issues and receives nominating petitions for Borough elective offices, conducts local elections and certifies the results.

VOTER REGISTRATION

The last day to register to vote in the General Election is 21 days before the election. You must be 18 years old by the date of the next election and have resided in Franklin Lakes for at least 30 days prior to the election. Mail-In Ballot applications may be obtained from the Borough Clerk or County Clerk no later than seven days prior to the election.

DOG AND CAT LICENSE RENEWAL

All dogs and cats must be licensed. Dog licensing is conducted during the month of March and cat licensing is conducted in July in accordance with local ordinances.

Application requirements, fee schedule, and applications are available in the Borough Clerk's office and online at www.franklinlakes.org/pets.

If you have any questions, please call the Borough Clerk at (201) 891-4000, Ext. 1200, or by email at SBleeker@franklinlakes.org

FINANCE AND TAX COLLECTION

Chief Financial Officer
William G. Pike, CMFO
WPike@franklinlakes.org
Ext. 1215
Fax: (201) 891-1471

Tax Collector
Meena Sivakumar, CTC
MSivakumar@franklinlakes.org
Ext. 1216

Municipal Finance Associate
Kelly Semrau
KSemrau@franklinlakes.org
Ext. 1214

Hours: 8:30 AM - 3:30 PM

The Finance Office is responsible for all financial operations of the Borough. All services are performed in-house except for payroll processing. The Finance Office maintains books and records of all financial transactions, administers payroll, pays claims, and controls all expenditures to ensure that budget appropriations are not exceeded. The preparation of the annual budget originates within this department.

The Tax Collector's Office collects and processes tax payments. Tax bills are mailed once a year in the July/August period. The bill includes four quarterly payment coupons for payments due on August 1, November 1, February 1 and May 1. Please note the Borough has a 10 calendar day grace period for each tax quarter. If payment is received after the grace period, interest reverts back to the due date. Interest is charged at the rate of 8% on the first \$1,500 and 18% for any amount above \$1,500.

Visit the Tax Collector's webpage at www.franklinlakes.org/taxes for more information.

TAX PAYMENT OPTIONS

- In person. (After office hours, place check payments only in drop box at Borough Hall.)
- Submit by mail.
- ACH withdrawal - setup automatic quarterly withdrawal payments with Tax Collector.
- Pay taxes online through the Borough website with credit card, debit card or e-check at www.franklinlakes.org/taxes.
- Online bill pay through your personal bank.

**Quarterly Tax
Due Dates:**
February 1
May 1
August 1
November 1

TAX ASSESSOR

Tax Assessor

Edmund Brown, CTA
EBrown@franklinlakes.org
Ext. 1223

Fax: (201) 891-2472

Hours: Tuesday 5:00 PM - 7:00 PM; Wednesday 8:30 AM - 10:30 AM

Tax Assessor Clerk

Liz Morris
LMorris@franklinlakes.org
Ext. 1222

Hours: visit www.franklinlakes.org/TaxAssessor

The Tax Assessor is required annually to assess real property at full value as of October 1st of the pretax year. When assessing properties for taxation, the Tax Assessor acts as an agent of the State.

MUNICIPAL COURT

Judge

Honorable Francis J. Leddy, Jr., J.M.C.

Public Defender

Salvadore H. Sclafani, Esq.

Court Administrator

Michele O'Donohue
MODonohue@franklinlakes.org

Deputy Court Administrator

Judith Lubrano
JLubrano@franklinlakes.org

(201)891-5480

Fax (201)891-2472

Court Sessions - Second and Fourth Thursdays of the month at 7:00 PM

Mission Statement

The Court is constitutionally entrusted with the fair and just resolution of disputes in order to preserve the rule of law and to protect the rights and liberties guaranteed by the Constitution and law of the United States, the State of New Jersey and the Borough of Franklin Lakes. While maintaining its integrity and independence its mission is to provide quality customer service, ensuring equal justice to all who come in contact with the Municipal Court.

POLICE DEPARTMENT

490 DeKorte Drive

For an emergency, call 911

For a non-emergency, call (201) 891-3131

Fax: (201) 891-0967

Police Chief

Carmine Pezzuti

CPezzuti@franklinlakes.org

The Police Department operates as the Borough's public safety department. This department is committed to outstanding service and ensuring a safe place to live for Borough residents 24 hours a day, 7 days a week. For more information visit the Police Department webpage at www.franklinlakes.org/police.

You may also contact by e-mail:

- Detective Bureau - detectivebureau@franklinlakes.org
- Traffic Bureau - trafficbureau@franklinlakes.org
- Patrol Officers - patrolofficers@franklinlakes.org

AMBULANCE CORPS

480 Bender Court

(201) 891-5151

Fax: (201) 891-4963

The Franklin Lakes Volunteer Ambulance Corps is comprised of a dedicated group of individuals. They unselfishly dedicate their time and energy to provide ambulance service and first aid care to residents of the Borough and other area municipalities without cost. The Ambulance Corps also provides standby coverage and first aid personnel in the event of fire, disaster, civil disorder, and for functions held within the Borough. Their mission is to provide timely, caring and professional emergency medical service to our community.

To find out more information or to join the Franklin Lakes Volunteer Ambulance Corps, please visit their website at www.flvac.com.

"JOIN OUR TEAM" - VOLUNTEERS NEEDED!

The Franklin Lakes Volunteer Ambulance Corps would love to have you come and join us! Prospective volunteers must be at least 16 years old and must complete EMT training before joining the Corps. Emergency Medical Technician training is free.

For more details, or to volunteer, leave a message on the voicemail at 201-891-5151 or visit www.flvac.net and click on "Join our Team."

FIRE DEPARTMENT

479 Bender Court
(201) 891-5736
Fax: (201) 891-4507

The Franklin Lakes Volunteer Fire Department was founded in 1924 and continues to serve the community 24 hours a day, 365 days a year. The Fire Department is continually working to promote a “fire safe” Franklin Lakes. If you are interested in joining the Fire Department, contact Fire Chief Ryan Dodd at (201) 891-5736 or firechief@franklinlakes.org.

Volunteer applications are available from the Borough Clerk. Applicants must be at least 16 years of age. Further information can be found at the Fire Department’s website, www.franklinlakesfire.com.

FIRE PREVENTION

Ext. 1227
Fax: (201) 847-1361
Hours: Monday 8:30 AM - 4:00 PM; Wednesday 8:30 AM - 2:00 PM

Fire Official

Steve Linz
SLinz@franklinlakes.org

Fire Prevention Secretary

Jean Bibbo
FirePrevent@franklinlakes.org

Fire Inspectors

Brian Dalton, Robert Payton, Dave Rohner and Ken Steenstra

PROTECT YOURSELF AND YOUR FAMILY TODAY!

- Create a home escape plan and practice it with your family. Know at least two ways out of each room - especially bedrooms!
- Discuss different ways out of your home and a meeting place in case of a fire so that you'll know whether everyone is out.
- Crawl low under smoke.
- Call 911.

Smoke Detectors and Carbon Monoxide (CO) detectors save lives!

OFFICE OF EMERGENCY MANAGEMENT

745 Franklin Avenue
(201) 891-2349
Fax: (201) 465-4118



Emergency Management Coordinator
Craig Goldman
OEM@franklinlakes.org

Deputy Emergency Management Coordinators
Brian Brunsch, Denny Knubel, Lynn Pagano, Nelson Winokur

The Office of Emergency Management (OEM) is responsible for ensuring that the Borough of Franklin Lakes has a current Emergency Operations Plan in place and for coordinating with all Borough Emergency Services the necessary response to protect lives and property due to a disaster or emergency situation. OEM volunteers, including the Community Emergency Response Team (CERT), County Animal Response Team (CART) and OEM Auxiliary, members are the first line of support when a disaster occurs.

Register for Emergency Notification Systems

Our most proactive method of communication with residents is by telephone and e-mail. The Emergency Notification System allows us to call and text registered phone numbers, and send e-mail messages. If you want to receive text messages, e-mail alerts, change or add home or cell numbers, you must register and enter your information.

Nixle - www.franklinlakes.org/Nixle

Swift911TM - www.franklinlakes.org/Swift911

Borough e-blasts - www.franklinlakes.org/Eblast



Emergency Planning

Would you be prepared if a disaster were to affect your family? Disasters can occur suddenly and without warning. The key is to be prepared. The better prepared our residents are to react to emergencies, the easier it will be for all Borough Emergency Services to manage emergency situations. Visit www.franklinlakes.org/OEM for important information on how to be prepared, including:

- Family emergency plan worksheet
- Emergency supply list
- How to create a family communications plan
- Pet emergency planning
- Emergency planning for the elderly and disabled
- Business emergency planning
- FEMA online “Be Prepared” training classes

Emergency Shelter and Comfort Stations

The Borough's response to an emergency will depend on the severity of a given incident. Emergency Stations provide limited transitional services and can accommodate up to 200 residents. Services include WiFi internet, phone charging stations, water and a warm place to stay during daytime hours. In an emergency, Water will be available at Borough Hall, Bender Court and Southside Firehouses (bring containers). If full service Emergency Shelters are activated by Bergen County, OEM will advise residents of their locations. The Borough will notify residents if an Emergency Station is operating.

Emergency Station Locations in Franklin Lakes:

Bender Court Firehouse - 479 Bender Court
Franklin Lakes Ambulance Corps - 480 Bender Court

VOLUNTEERS NEEDED!

If an emergency is imminent or occurring, OEM's ability to respond and protect our residents will greatly depend on volunteers augmenting existing emergency services capabilities. All residents should plan for disasters and educate themselves in basic emergency preparedness.

Community Emergency Response Team (CERT)

CERT training provides residents with basic training before, during and after a disaster. CERT training prepares you to take care of your family, your neighbors, and then the community. CERT volunteers are an invaluable resource to the Borough during storms and emergencies. Residents of Franklin Lakes interested in becoming a CERT member can contact Nelson Winokur at nwinokur@franklinlakes.org for more information.



FCC Licensed Amateur Radio Communications

During an emergency, our ability to provide reliable communications is critical. As we have seen in past emergencies, failure of conventional communications services (phone, internet and cell) can be catastrophic. When all else fails, OEM relies on its FCC licensed radio operators to coordinate emergency operations. OEM holds training sessions and administers license testing. All residents passing the test are issued radio equipment and training. Residents interested in joining our radio team can contact Brian Brunsch at bbrunsch@franklinlakes.org for more information.



County Animal Response Team (CART)

A County Animal Response Team (CART) is a group of volunteers and other entities, such as government agencies and the private sector, with resources and personnel to respond to animal issues in disasters. Visit www.facebook.com/BergenCART for additional information.



MUNICIPAL ALLIANCE

Chairman

Henry Wasserstein

Community Liaison to the Municipal Alliance

Patty Trava

MuniAlliance@franklinlakes.org

(201) 466-1408

The members of the Franklin Lakes Municipal Alliance are appointed from a broad cross section of stakeholders in the community. Members include community volunteers, representatives from the governing body, education, health, law enforcement, civic, religious and business organizations.

Our Mission

The goal of the program is to develop a statewide network of community based coalitions under the authority of municipal government, to identify, plan and implement alcoholism and drug abuse prevention and public awareness programs.

The Municipal Alliance holds educational events and meeting throughout the year. For additional information and resources, visit www.franklinlakes.org/MunicipalAlliance.

COMMUNITY LIAISON TO THE MUNICIPAL ALLIANCE

Patty Trava

MuniAlliance@franklinlakes.org

(201) 466-1408

Patty Trava will assist those in crisis or those who need guidance on substance abuse issue by referring them to appropriate services to address their needs. All communications will be strictly confidential.

If you need help and don't know where to turn, please reach out, day or night, to Patty Trava, at (201) 466-1408, or by e-mail at MuniAlliance@franklinlakes.org.

**PROUD TO BE
STIGMA-FREE**

Visit www.franklinlakes.org/stigma for additional information.

BOARD OF HEALTH

President

Olivia Voellmicke

Registrar of Vital Statistics/Secretary to the Board of Health

Nancy Yarish, CMR

NYarish@franklinlakes.org

Ext. 1209

Fax: (201) 891-0101

Principal Registered Environmental Health Specialist

Marjorie Vanacore

MVanacore@franklinlakes.org

Ext. 1210

The Board of Health consists of five members of the community appointed by the Mayor and each serving a three-year term. The Board of Health is charged with the responsibility and authority of protecting and enhancing public health. The Board may adopt such rules and regulations as permitted by law which aid in the proper understanding and general enforcement of public health.

The Board of Health meets on the first Monday of alternate months beginning in January at 7:00 PM.

ENVIRONMENTAL COMMISSION

Chairwoman

Carole Holden

EC@franklinlakes.org



The Environmental Commission is established for the protection, development or use of natural resources, including water resources, located within the territorial limits of the Borough. The mission of the Environmental Commission is to promote and enhance the environmental quality of the Borough through natural resource protection, conservation, development, and education.

The Environmental Commission meets on the third Monday of each month at 7:00 PM.

SUSTAINABLE JERSEY

Franklin Lakes is Bronze Level certified from Sustainable Jersey, a non-profit, nonpartisan organization that provides the tools and training to help New Jersey communities pursue sustainability programs.

The Environmental Commission has accomplished a number of actions prescribed by the Sustainable Jersey statewide program. The Commission continues to broaden the scope of the actions and is working with the administration and residents to make us even more sustainable.

CODE ENFORCEMENT OFFICE
BUILDING, PROPERTY MAINTENANCE,
AND ZONING DEPARTMENT

Code Enforcement Official
Property Maintenance Official
Zoning Official
John Wittekind, Jr.
JWittekind@franklinlakes.org
Ext. 1213

Technical Assistant
Jean Bibbo
JBibbo@franklinlakes.org
Ext. 1211

Subcode Officials
Building/Fire - John Wittekind, Jr.
Electrical - Leo Belgiovani
Plumbing - Paul Albanese

Administrative Assistant
Diane Samimi
DSamimi@franklinlakes.org
Ext. 1217

Construction Assistant
Katia Buchakjian
KBuchakjian@franklinlakes.org

Fax: (201) 847-1361

Hours: Monday to Thursday 8:30 AM - 3:30 PM
Friday 8:30 AM - 1:00 PM

The Construction Department issues permits to ensure that all Borough construction is done in accordance with the New Jersey State Uniform Building Code and local building and zoning codes. Building permits provide the means for Code Officials to protect the residents' health, safety and welfare by reducing the potential hazards of unsafe construction. An application for a permit must be made before any construction or remodeling work begins.

The Zoning Officer is responsible for enforcing the provisions of the Borough's zoning ordinance. Zoning permits, issued by the Zoning Officer, must be obtained prior to any construction, erection, relocation, or alteration of any structure or prior to the filing of any application for site plan approval. A zoning permit certifies that the application is in compliance with all provisions of the Borough's zoning ordinances.

For more information on building permits, the inspection sequence, and other frequently asked questions, visit www.franklinlakes.org/Building.

TO SCHEDULE AN APPOINTMENT OR INSPECTION

Call: 201-891-4000, Ext. 1211, 1217 or 1220

PLANNING BOARD

Chairman

Joseph Pullaro, Chairman

Planning Board Secretary

Maria Berardi

MBerardi@franklinlakes.org

Ext. 1220

Fax: (201) 847-1361

The Planning Board is responsible for reviewing and approving subdivisions, site plans, capital improvements, and various applications. The Planning Board also proposes and reviews Borough zoning ordinances and is responsible for the preparation of the Master Plan that guides development within the Borough.

The Planning Board meets on the first and third Wednesday of each month at 7:30 PM.

ZONING BOARD OF ADJUSTMENT

Chairman

Robert Bavagnoli

Zoning Board Secretary

Maria Berardi

MBerardi@franklinlakes.org

Ext. 1220

Fax: (201) 847-1361

The Zoning Board reviews appeals from decisions of the Zoning Officer, requests for interpretation of the zoning ordinance, dimensional variances, and use variances.

The Zoning Board meets on the first Thursday of each month at 7:30 PM.

PROPERTY MAINTENANCE

The Code Enforcement Office enforces the Borough's property maintenance ordinances which require that property owners maintain their properties in accordance with certain standards. The Office also administers processes which have been established to eliminate unsightly nuisance properties, including vacant and abandoned properties.

**For questions or concerns call:
201-891-4000, Ext. 1217**

DEPARTMENT OF PUBLIC WORKS

500 DeKorte Drive (behind Police Headquarters)
(201) 891-4333
Fax: (201) 891-2536
Monday - Friday 7:30 AM - 3:30 PM

Superintendent

Rich Lilienthal
RLilienthal@franklinlakes.org

Secretary

Nancy Durkin
NDurkinFLDPW@franklinlakes.org

The duties of the Department of Public Works include:

- Roads - Maintain all municipal roads which includes snow plowing and salting, street sweeping, and filling potholes.
- Drainage - Maintain stormwater drainage system. The Borough has 2,500 storm drains that must be inspected, cleaned and repaired. Help maintain Borough waterways.
- Parks - Maintain all Borough parks, playgrounds/athletic fields, grounds at all Borough-owned buildings and parking lots, and Borough rights of way.
- Fleet maintenance - Operate central repair garage and fuel depot, and maintain Borough vehicles.
- Recycling - Operate and maintain leaf compost facility, collect curbside metal/large appliances recycling, and operate and maintain recycling drop off facility.
- Buildings - Maintenance and repair of all Borough buildings.
- Trash and recycling collection - Collect trash and recycling at all Borough parks and fields, and recycling at Borough buildings.
- Capital projects - Involved in countless capital projects.



REPORT AN ISSUE

If you have a non-emergency issue or problem, submit your service request online at www.franklinlakes.org/report.

GARBAGE AND RECYCLING

Recycling Coordinator

Liz Morris

LMorris@franklinlakes.org

Ext. 1280

The mission of the Garbage and Recycling Department of the Borough of Franklin Lakes is to promote the health and well-being of individuals in Franklin Lakes by efficient removal and disposal of all household waste. Through education and oversight programs the department works to motivate residents to increase the amount of material they recycle and decrease the levels of garbage they create. Successful implementation of these programs will maximize revenue from sale of recyclables and minimize the cost of solid waste tonnage fees while helping the environment.

A complete guide to all garbage and recycling issues is available on the Borough website and in the Borough's Garbage & Recycling pamphlet which is distributed annually to all residents.

Curbside Recycling

Paper, Magazines and Cardboard

Commingled - Glass, Metal, Plastic

Yard Waste

Metals and Large Appliance

Christmas Tree Recycling

Drop-Off Recycling

Books and clothing

Electronic Waste

Household Hazardous Waste

Leaf Compost Recycling

Metals and Large Appliances

Rechargeable Batteries



RECYCLING CANS

The Borough offers recycling containers for sale at a discounted price of \$40 per can. The recycling containers are available to purchase at the Borough Clerk's office. Limit of one per resident.

Call (201) 891-4000, Ext. 1200

KEEP BEARS AWAY WITH GOOD GARBAGE HABITS

If you live in areas where black bears have been sighted, secure your trash containers and place them curbside as close to pick-up time as possible (if feasible, on the morning garbage or recycling is scheduled for collection – but not later than 6:00 AM), and wash or spray trash containers with a disinfectant in order to eliminate food odors.

SHADE TREE COMMISSION

Chairman

Michael Tulp

Tree Specialist

Kris Hasbrouck

KHasbrouck@franklinlakes.org

Ext. 1221

Hours: Tuesday and Thursday 8:30AM - 4:00 PM

The Shade Tree Commission oversees the preservation, maintenance, and enhancement of our shade trees, which include trees within the public right-of-way and trees in Borough parks. It is the goal of the Shade Tree Commission to preserve, protect and enhance the existing shade trees, canopy and forestry resources, through enforcement of the Borough's shade tree ordinances, education for greater community awareness, through replanting, and tree maintenance projects.

The Shade Tree Commission meets on the second Wednesday of each month at 7:00 PM.

Contact the Tree Specialist BEFORE removing trees. Borough ordinance requires that an application must be completed and permit issued prior to the removal of any tree that is 7 inches in diameter or more (including dead or dying trees).

TREE CITY USA

In 2018, Franklin Lakes will be celebrating its eighth year as a Tree City USA. The Tree City USA program is a national program that provides the framework for community forestry management for cities and towns across America. Participating communities have demonstrated a commitment to caring for and managing public trees.

TREE FARM

The Shade Tree Commission manages and maintains the Shade Tree Farm at the Franklin Lakes Nature Preserve. The project will be a renewable source of trees for planting on Borough owned property.

RECREATION AND PARKS COMMITTEE

Committee Chairman

Robert Miller

The Recreation and Parks Committee advises the Recreation and Parks Director and Mayor and Council on matters relating to recreation and parks programs and facilities.

The Recreation and Parks Committee meets on the third Monday of each month at 7:30 PM.

RECREATION AND PARKS DEPARTMENT

One Vichiconti Way
Phone: (201) 847-8200
Fax: (201) 847-0719

Recreation and Parks Director

Jason Robinson

JRobinson@franklinlakes.org

Assistant Director

Kathy Furman

KFurman@franklinlakes.org

Hours: Monday to Friday 8:30 AM to 4:00 PM

The Franklin Lakes Recreation and Parks Department offers seasonal sports programs and a wide variety of programs for all ages. Sports programs for children include baseball, softball, lacrosse, football, soccer, cheerleading and basketball. The Summer Recreation Camp is run by the Wyckoff YMCA, from the first week in July until mid-August. For program updates and information, please visit www.franklinlakes.org/rec.

FRANKLIN LAKES
COMMUNITY CENTER

— a Proud Partner of —

WYCKOFF FAMILY YMCA



The Franklin Lakes Community Center, located in the heart of Franklin Lakes, provides premiere fitness and wellness opportunities for adults, teens and pre-teens. Partner with our friendly, knowledgeable staff who encourage all members to develop and maintain a healthy lifestyle and work towards obtaining each member's fitness goals. Our "boutique-style" center offers a variety of membership options and welcomes you and your family to....

Experience the Y Difference!

One Vichiconti Way
(201) 904-2112

www.franklinlakes.org/FLCC

PARSONS POND PARK

500 Parsons Pond Road



Recently acquired by the Borough, Parsons Pond Park is a new 84 acre park, located on Parsons Pond Road (off of Old Mill Road), adjacent to Express Scripts. Parsons Pond Park has numerous amenities including a ballfield, a large open field (where Movies Under the Stars are shown), two ponds, and a trail network which will connect to the Borough's extensive trail network in the Old Mill Woodlands. Maps of the Park are available at Borough Hall.

BOROUGH FIELDS AND FACILITIES

- Firemen's Field
(owned by Fire Department)
Franklin Avenue
- McBride Field
Franklin Lake Road and
High Mountain Road
- Memorial Pond Park
DeKorte Drive behind
Borough Hall
- Municipal Field/Playground
DeKorte Drive behind
Borough Hall
- Pulis Avenue Field/Playground
Vichiconti Way, off Pulis Ave
- Tommy John Field
DeKorte Drive behind the
Library
- Old Mill Woodlands Park and
Tennis Courts
Old Mill Road

OTHER AREA RECREATION FACILITIES

- Indian Trail Club - (201) 891-4480
Private club used for swimming, sailing, fishing, and tennis.
- Lorrimer Sanctuary - (201) 891-2185
790 Ewing Ave
- Saddle Ridge Riding Academy - (201) 847-9999
Offers horseback riding lessons.

FRANKLIN LAKES NATURE PRESERVE

1 Nature Preserve Way

The Franklin Lakes Nature Preserve (FLNP) is a 120 acre park. With its beautiful scenic views, it features hiking paths, including a handicapped accessible trail, a picnic grove in a stand of pine trees, boating, fishing and birdwatching. The Nature Preserve is maintained by the NY-NJ Trail Conference. Maps are available in the park kiosk and at www.franklinlakes.org/flnp. The entrance to the parking area is on High Mountain Road in North Haledon, south of the Franklin Lakes border.

PARK RULES AND REGULATIONS

- Open dawn to dusk
- Fishing with NJ State license
- Please do not leave trash behind (Carry In - Carry Out)
- No littering
- No swimming, no wading
- No ice skating or ice fishing
- No motorized vehicles
- No alcohol
- No fires
- Dogs must be kept on leash
- Pick up after your dog
- Boating shall only be permitted from April 1 through November 15.
- Only boats, canoes, kayaks, or similar watercraft that are typically transported on top or inside vehicles and have been transported to the Nature Preserve on top or inside a vehicle may be used. Boats transported by a trailer are prohibited.
- Motors of any sort are prohibited.
- Boats may only be launched from the designated boat launch, located adjacent to the parking area off of High Mountain Road.
- Children under the age of 16 are not permitted on boats without adult supervision.
- Personal flotation devices must be worn by the operator of the boat and all passengers.

Please do not leave trash behind - Carry In - Carry Out!

BOAT RENTALS

Ramsey Outdoor rents kayaks, canoes and stand-up paddleboards at the Franklin Lakes Nature Preserve. The fee is \$20 for one hour and a \$30 for two hours. Weather permitting. For additional information, please contact Ramsey Outdoor at (201) 327-8141.

FRANKLIN LAKES PUBLIC LIBRARY

470 DeKorte Drive
(201) 891-2224
www.franklinlakeslibrary.org

Library Director
Gerry McMahon
mcmahon@franklinlakes.bccls.org

We have what you want. The Library is much more than a place to check out books. We have programs and services for everyone in our community. Our staff are here to help you find the information you're looking for.

Did you know that all residents are eligible for a free Franklin Lakes Public Library card with access to our amazing online databases? Many of the most valuable resources the Library has to offer can be accessed for free without ever leaving your home (including ebooks, magazines, movies and music). All you need is a library card. In addition, as a member of the Bergen County Cooperative Library System (BCCLS), you can utilize the collections of all 76 member libraries. Materials may be ordered online and will be delivered to this library. Access is just a click away, 24/7.

Come in, relax, and enjoy the many things the Library has to offer. Complete program information is available on our website and the community calendar.

LIBRARY BOARD OF TRUSTEES:

Meetings are held on the fourth Monday during January and February and the third Monday the rest of the year in the Library's Local History Room. Meetings begin at 6:00 PM unless otherwise posted.

FRIENDS OF THE FRANKLIN LAKES LIBRARY:

The Friends is a 501 (c) (3) non-profit organization dedicated to supporting the programs and services of the Library. To become a Friend, visit our website at www.franklinlakeslibrary.org/Friends.html.

LIBRARY HOURS

Mon - Thurs: 10:00 AM - 9:00 PM
Friday: 10:00 AM - 6:00 PM
Saturday: 10:00 AM - 5:00 PM
Sunday: 1:00 PM - 5:00 PM
Closed Sundays July to Labor Day

EDUCATION FACILITIES

FRANKLIN LAKES BOARD OF EDUCATION

Kindergarten to 8th Grade
490 Pulis Avenue
(201) 891-1856
Fax: (201) 891-9333
district.franklinlakes.k12.nj.us

Schools:

- Colonial Road School
Kindergarten to 5th Grade
(201) 337-0336
- High Mountain Road School
Kindergarten to 5th Grade
(201) 891-4433
- Woodside Avenue School
Kindergarten to 5th Grade
(201) 891-5600
- Franklin Avenue Middle School
6th Grade to 8th Grade
(201) 891-0202

RAMAPO-INDIAN HILLS BOARD OF EDUCATION

High School
97 Yawpo Avenue
Oakland, NJ 07436
(201) 416-8100
www.rih.org

Regional High Schools:

- Ramapo High School
(201) 891-1500
- Indian Hills High School
(201) 337-0100

PAROCHIAL SCHOOL

Academy of the Most Blessed Sacrament
Kindergarten to 8th Grade
(201) 891-4250
www.ambs.org

RELIGIOUS ORGANIZATIONS

- Barnert Memorial Temple
747 Route 208 South
(201) 848-1800
- Chabad Jewish Center of Northwest Bergen County
375 Pulis Avenue
(201) 848-0449
- Ebenezer Netherlands Reformed Church
875 Ewing Avenue
(201) 891-3826
- Franklin Lakes Baptist Church
649 Franklin Avenue
(201) 891-3253
- Franklin Lakes United Methodist Church
460 Pulis Avenue
(201) 891-0022
- Grace Community Church
886 Franklin Avenue
(201) 337-8088
- Most Blessed Sacrament Roman Catholic Church
782 Franklin Lake Road
(201) 891-4200
- Presbyterian Church at Franklin Lakes
730 Franklin Lake Road
(201) 891-0511
- St. Alban's Episcopal Church
1 Church Lane, Oakland, NJ
(201) 337-4909
- Temple Emanuel of North Jersey
558 High Mountain Road
(201) 560-0200

TRANSPORTATION

VETERANS PARKING PLAZA

The main bus stop in Franklin Lakes is located at Bender Court, with parking at Veterans Parking Plaza located on Franklin Avenue between Pulis Avenue and Bender Court. A parking permit is required for all vehicles parked in the lot Monday to Friday, from 6:00 AM to 2:00 PM. Overnight parking is prohibited.

The Borough Clerk's office issues parking permits. Please visit the webpage, www.franklinlakes.org/parking, to obtain a permit application. Veterans Parking Plaza permits must be renewed on an annual basis. Permits expire each year as of December 31. If you have any questions, contact the Borough Clerk's office at (201) 891-4000, Ext. 1200.

TRAIN SERVICE

Nearby train service is available in Allendale, Fair Lawn, Hawthorne, Ho-Ho-Kus, Mahwah, Ramsey, Ridgewood and Waldwick. Contact New Jersey Transit at (800) 772-2222 or online at www.njtransit.com.

BUS SERVICE - *available Monday to Friday only*

- Coach USA (800) 631-8405
www.coachusa.com
- New Jersey Transit (800) 772-2222
www.njtransit.com

OVERNIGHT PARKING RULES

Parking is prohibited on all Borough roadways and in Borough parking lots between the hours of **2:00 AM and 6:00 AM**. In the event a circumstance arises where a resident must park a vehicle in the roadway overnight (*ex: driveway work being done, etc.*), exceptions will be made at the discretion of the patrol supervisor. Residents should contact the Police Department at (201) 891-3131 with the make, model, license plate number and location of the vehicle. If a resident neglects to notify the Police Department, a summons will be issued which carries a fine of \$50.

SENIOR SERVICES

SENIOR CITIZENS CLUB

The Franklin Lakes Seniors, Inc.
PO Box 399, Franklin Lakes, NJ 07417
www.franklinlakes.org/seniors

The Franklin Lakes Seniors, Inc., is an organization open to residents 62 years of age or older. Seniors meet on the first and third Wednesdays of each month at 12:30 PM. Meetings are held at the Bender Court Firehouse/Senior Citizen Center. Residents wishing to join may do so by attending a meeting.

MEALS ON WHEELS NORTH JERSEY

Meals on Wheels North Jersey is a non-profit organization of volunteers. They have been providing meals delivered for the needs of housebound residents since 1972. Residents who are unable to shop or no longer can cook for themselves may request this service for a small monthly fee. Special dietary meals are developed by dietitians from Christian Health Care. Meals are delivered mid-day Monday through Friday, except on holidays. If you are a Franklin Lakes resident who needs this service, call 201-358-0050, e-mail pvmowdirector@live.com or visit www.mealsonwheelsnorthjersey.org.

BERGEN COUNTY DIVISION OF SENIOR SERVICES

One Bergen County Plaza, 2nd Floor, Hackensack: (201) 336-7400
www.co.bergen.nj.us/578/Senior-Services

SAVVERS - DISCOUNT PROGRAM

For information on local senior transportation options, visit:
www.co.bergen.nj.us/474/SAVVERS-Discount-Program

SENIOR TRANSPORTATION

A variety of transportation services are available to seniors and eligible residents over 18 with disabilities. The services range from no-charge bus and van routes, to services with nominal fees per trip, to taxis and Uber-type services.

Residents are advised to thoroughly investigate each service to determine its suitability and reliability to best satisfy your specific requirements.

For information on local senior transportation options, visit:
www.franklinlakes.org/seniortransportation

CLUBS AND ORGANIZATIONS

For additional information on all listed clubs and organizations, go to www.franklinlakes.org and click on About Franklin Lakes/Clubs and Organizations.

- Boy Scouts and Cub Scouts
www.troop34bsa.org
- Franklin Lakes Branch of the Valley Hospital Auxiliary
www.franklinlakes.org/vha
- Franklin Lakes Chamber of Commerce
www.franklinlakeschamber.org
- Franklin Lakes Education Foundation
www.flef.net
- Franklin Lakes Newcomers & Neighbors Club
www.flnnc.com
- Girl Scouts
www.gsnj.org
- Lions Club
Email: franklinlakeslions@gmail.com
- Lorrimer Sanctuary
www.njaudubon.org/centers/lorrimer
- Woman's Club of Franklin Lakes
www.franklinlakes.org/womansclub

AFFORDABLE HOUSING

For information on affordable housing visit
www.franklinlakes.org/affordablehousing

SNOW REMOVAL

AUTOMOBILE SAFETY

The Franklin Lakes Police Department would like to remind all residents that New Jersey State Statute 39:4-77.1 prohibits drivers from operating a motor vehicle with accumulated snow and/or ice on any part of the vehicle. This includes all areas such as the roof, hood, trunk, windshield, and the tops of trailers. Police officers are authorized to issue a summons “when the officer feels the accumulation on the vehicle poses a danger to persons and/or property.”

SNOW REMOVAL/DUMPING

When clearing driveways of snow in the winter months, please remember that roadways must remain clear in order to provide safe travel for motorists. Snow deposited onto public roadways may refreeze and create a significant hazard. Often, large mounds are formed along the sides of street or near intersections that obstruct visibility and cause a safety hazard to motorists and pedestrians. Homeowners should remind snow plowing firms that it is against Borough Code to move snow into (or across) any roadway, which will be enforced by police. Be courteous to neighbors as they do not wish to have your snow piled on their property which may result in property damage and/or flooding issues.

MANDATORY REMOVAL OF SNOW AROUND FIRE HYDRANTS

The Borough requires that owners or lessees that have hydrants on their property clear snow from around the hydrants within a five foot radius. If you have physical limitations and, because of these limitations, are unable to clear the snow, you should ask your snow removal contractor, friends or neighbors to help. If you cannot get assistance, contact the Fire Department for help by email at firechief@franklinlakes.org or by phone at (201) 891-5736. Fire hydrants in town have been identified with a hydrant stake. The hydrant stakes serve to mark the hydrant for first responders in the event of a true emergency and the hydrant is needed. If the hydrant on your property does not have a flag stake above the hydrant, please contact the Fire Department at (201) 891-5736.

MANDATORY SNOW REMOVAL FROM SIDEWALK

The Code Official reminds all property owners that it is mandatory for snow to be removed from sidewalks abutting commercial and residential properties on main roads near schools within 24 hours of a snowfall.

MAILBOXES - FROM THE POSTMASTER

The Postmaster reminds all residents that after a snowstorm, they must remove snow in front of their mailbox to allow the mailman clear access to drive up to the mailbox and pull away in a vehicle.

SERVICES

- **Electric Service** Rockland Electric
(877) 434-4100
www.oru.com
- **Gas Service** PSE&G
(800) 436-7734
www.pseg.com
- **Newspapers** Bergen Record
(201) 646-4236
www.northjersey.com
- **Post Office** Franklin Lakes Post Office
785 Franklin Avenue
(201) 847-0697
Monday - Friday 8:30 AM - 5:30 PM
Saturday 8:30 AM - 3:00 PM
www.usps.gov
- **Water Supply** Suez Water
(877) 452-4721
www.mysuezwater.com

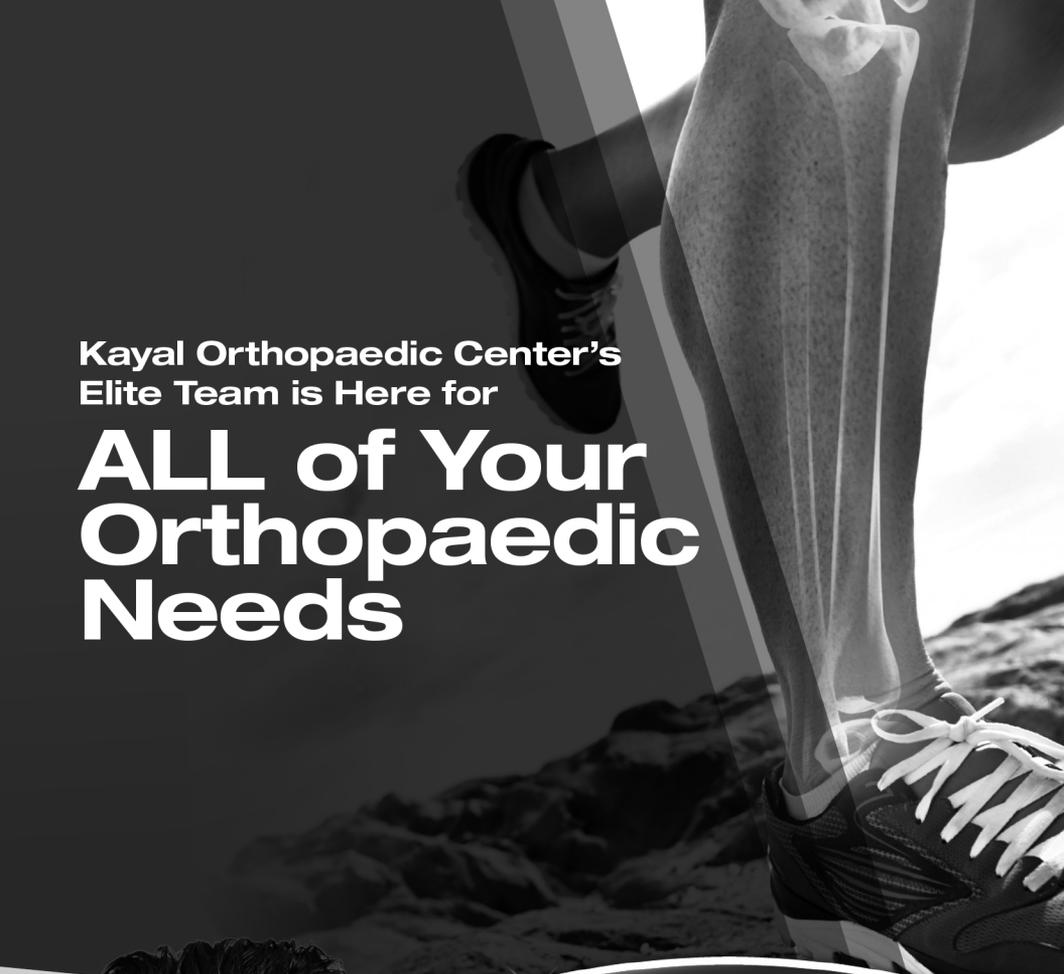
HONORARY SERVICE CARDS FOR MILITARY VETERANS

The Office of the Bergen County Clerk is issuing Honorary Service Cards to Bergen County Military Veterans. The card can be used at participating businesses and organizations which provide discounts to Veterans. In order to obtain a photo ID card, applicants must bring a copy of their DD214 to Room 120 at the Bergen County Clerk's Office. For additional information call (201) 336-7011 or visit www.franklinlakes.org/seniors.

Pride in Franklin Lakes is Picking Up! Anti-Littering Campaign



Be responsible to your community,
your neighbors, the environment
and yourself, by always picking up.



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Elite Team is Here for

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Call today for your
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kayalortho.com

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(201) 891-2000 • www.marketbasket.com

Open 7 Days a Week

DIRECTORY

Emergency	911
Police Department.....	(201) 891-3131
Fire Department.....	(201) 891-5736
Ambulance Corps.....	(201) 891-5151
Community Liaison to Municipal Alliance ...	(201) 466-1408
Department of Public Works.....	(201) 891-4333
Recreation & Parks	(201) 847-8200
Public Library	(201) 891-2224

Borough Offices (201) 891-4000

	<u>Extension</u>
Mayor	1203
Borough Administrator	1201
Admin. Assist. to Mayor & Borough Administrator	1204
Borough Clerk	1202
Assistant to Borough Clerk	1200
Chief Financial Officer/Treasurer	1215
Tax Collector	1216
Accounts Payable	1214
Tax Assessor	1223
Tax Assessor Clerk	1222
Court Administrator	1205
Deputy Court Administrator	1208
Fire Prevention Official	1227
Construction Official and Zoning Officer	1213
Technical Assistant to Construction Official	1211
Zoning Officer	1213
Planning and Zoning Board Clerk	1220
Board of Health	1209
Sanitarian	1210
Shade Tree Specialist	1221

BOROUGH HALL OFFICES

480 DeKorte Drive

Franklin Lakes, New Jersey 07417

Main Phone (201) 891-4000

Main Fax (201) 848-9453

Hours: 8:30 AM to 4:00 PM*

Monday to Friday (excluding holidays)

**Check individual departments for hours of operation.*