



# KNOW YOUR TOWN

## Nutley, New Jersey



Prepared as a community service by the  
League of Women Voters of the Nutley Area

Fourth Edition

1997



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The League of Women Voters of the Nutley Area gratefully acknowledges the help and assistance of the Board of Commissioners and the staff of Township Hall.

All artwork in this book is the work of Roy Imhoff who generously shared his talent with the League. His drawings have provided us with a visual picture of our town. All League members and readers of this book have been enriched by his generosity and extend their thanks to him.

# THE LEAGUE OF WOMEN VOTERS

The League of Women Voters is a nonpartisan political organization of both women and men. As an organization the League encourages informed and active participation of all citizens in government. The League works to influence public policy through education and advocacy. The Principles of the League of Women Voters include:

- Belief in representative government and in the individual liberties established in the Constitution of the United States.

- Belief that a democratic government which depends on the informed and active participation of its citizens requires that governmental bodies protect each citizen's right to know.

- Belief that efficient and economical government requires competent personnel, clear assignment of responsibility, adequate financing and coordination among the different agencies and levels of government.

- Belief that responsible government must

- perceive the will of the people,
- maintain a fair and flexible system of taxation,
- promote conservation and development of natural resources in the public interest,
- share in the solution of economic and social problems for the general welfare
- promote a sound economy and
- adopt domestic policies that encourage the solution of international problems.

- Belief that cooperation with other nations is essential.

Membership in the League of Women Voters adds your voice to the voices of citizens all across the country who are speaking out for good government and seeking to reaffirm the principles of democracy.

For information on issues or membership in the League of Women Voters call 800-792-VOTE.



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John Mason House  
Calico Lane

## HISTORY OF THE TOWNSHIP

The Lenni Lenape Indians on their eastward migration from west of the Mississippi were the first people to inhabit the natural wilderness of the area. Legend does not tell us how many centuries this migration lasted nor how long the Hackensacks, a band of the Lenni Lenape tribe, were settled in the Nutley area before the arrival of the first white man.

Robert Treat and a group of Connecticut Puritans disembarked at the mouth of the Passaic River in 1666 believing that their title to the land had been secured by East Jersey's Royal Governor Carteret. The Hackensack Indians contested Treat's claim; therefore, the Puritans purchased the land on which Nutley is situated from the Indians and the English proprietors. The names of Treat family members appear on early deeds of Nutley property. Newark's northern boundary (now Nutley's northern boundary) was the Third or Yanticaw River where it empties into the Passaic River. At about the same time the Dutch led by Hartman Michiesse settled on the Passaic River, north of the Third River at Acquackanock (Passaic). The Dutch were more at home in the Indian woodland than the Puritans and soon farmed large land holdings throughout Essex County.

Although the land titles of the Dutch included much of the land originally purchased by the Puritans from the Indians, there seem to have been no conflicts and little interaction between the two groups of settlers. The Newark town records have only one reference to the Dutch at Second River. In 1743 it was agreed that the "inhabitants of Second River and the Body of the Town of Newark shall act in all affairs relating to the Poor separately and severally by themselves".

Prominent among the Dutch settlers were the families of Van Giesen, Van Riper and Speer who were active in the county government in Newark. Local families are remembered by streets named Vreeland, Van Riper, Van Winkle, Speer, King, Joralemon, Riker, Coeyman and Cadmus. The Wouters and Van Dycks were also living in the area.

An enterprising early resident was a miller named John Bradbury who came to Newark from England with his wife and six children about 1679.



In 1698 he acquired two tracts of land, one in Acquackanock and another on the Third River where he operated his mills. He died a wealthy man in 1740 in a large stone house on the westerly side of River Road, south of Kingsland Road (the Van Riper House).

In 1756 a Newarker gave this description of Second River, "About three miles distant to the northward of Newark there is a compact village of 300 inhabitants, chiefly Dutch, who speak English tolerably well, there being no schoolmaster among them..." Samuel Brown, educated at Yale, was employed about this date as the first English schoolmaster. At the time of the Revolution the Dutch had few ties with the British and generally were strong patriots. They endured considerable looting by the British troops.

In 1811 the northeast section of Newark, including land that is now Nutley and Belleville, became a separate municipality called the Township of Bloomfield. In 1839 the southeast section of Bloomfield Township separated and became the Township of Belleville. In 1871 a portion of Belleville near the center of the township was set off as a polling district. A five man commission handled local improvements within this district. The inhabitants of north Belleville were cut off from participating in their local government and benefiting from its improvements. A movement for separation developed. A public meeting was convened and the Governor appointed a committee to consider the matter. A bill for formal separation was introduced in the Legislature and was passed February 18, 1874, establishing the Township of Franklin as a separate municipality. The population at that time was about 1500.

Named after New Jersey's last Royal Governor, Franklin's boundaries consisted of Belleville on the south, the Passaic River on the east, Bloomfield on the west, and the Essex County line on the north. The real and personal property of the new township was assessed at \$1,331,010. The first township election was held at Military Hall on April 14, 1874. Military Hall, on William Street, continued to function as a community meeting place and later as a tavern until it was substantially destroyed by fire in 1980. It was then purchased by the township and razed to make room for the municipal parking lot adjacent to the high school.

Franklin as a new township was faced with the necessity of paying off its share of a suit brought against Belleville, and repairing its roads and sidewalks. The battle between Telford and Macadam, and many other delightful aspects of Franklin have been immortalized in "The Story of a Path" by Henry Cuyler Bunner. He relates the following about Telford and Macadam:

The controversy between Telford and Macadam was settled long ago in Macadam's favor, yet few remembered the point of difference between those two engineers. Briefly stated, it was this: Mr. Telford said it *was* and Mr. Macadam said it *was not* necessary to put a foundation of large flat stones, set end to end, under a brokenstone road. Reuben Levi's township (Nutley), like many other New Jersey townships, sided with Mr. Telford and made a mistake that cost thousands of dollars directly, and millions indirectly. Today New Jersey can show the way of all her sister states in road building and road keeping. But the money she wasted on costly Telford pavements is only just beginning to come back to her as she spreads mile after mile of economical Macadam. Reuben Levi's township squandered money on a few miles of Telford, raised the tax rate higher than it had ever been before, and opened not one new road for fifteen years thereafter.

Franklin was described in a publication of 1882 as "a post village - in Belleville Township, on the Passaic River and on the Paterson and Newark branch of the Erie about midway between the cities named, with a large woolen mill and other manufacturers." The present Township Hall was one of the buildings of the Essex Woolen Mills, owned and operated by the Duncan family. Until 1894 it was used as a school for upper grades. In 1891 the School Building Committee rented the lower floor to the Township Committee at \$1.00 per year. The Fire Department was housed on the right and the Bank of Nutley rented space on the left. A fire in 1904 necessitated a new roof changing its mill-like appearance to that of a municipal building. In 1948 the township took title from the Board of Education in exchange for supplying the schools with water free of charge. In 1962 the third floor was rebuilt and the present Commission Chambers added. The building was named the Harry W. Chenoweth Building in 1994 to honor the long time former mayor. In February 1996 the Com-



mission Chambers were designated as the William J. Jernick Chambers to honor the long service of another former mayor.

The period before 1900 saw many public improvements. The first telephone was placed in service in 1887 at Guthrie's Store at the foot of Highfield Lane. Telephone service was expanded in 1890. In 1892 the township erected 483 street signs. On March 6, 1893 Nichols & Son of Nutley (whose hat factory was located on the present site of the OBC TV/Nutley Sun building, formerly the Black Prince Distillery) erected poles and strung wires for electric lights throughout the township. The lights were lit on October 8, 1893. Current flowed through the lines only at night. The Passaic and Newark Electric Railway Company in 1894 petitioned to operate its railway (trolley) through the streets of Franklin. Thereafter the township minutes are fraught with complaints, resolutions, and reassurances regarding the frequency and regularity of trolleys and buses.

The township form of government worked well for the small mill and quarry town but by 1900 the character of the township was changing. The Erie Railroad had brought artists, writers and New York businessmen. By 1901 the population was 3,600 with a saloon for every 120 persons. There were 17 miles of macadam roads and a large water plant. Roads were being paved, new ones laid and graded with sidewalks and curbing put in.

At the annual citizens meeting of the Township of Franklin on March 6, 1901, a committee of five was appointed to study a change in government. A bill was passed by the State Legislature and the township with the name changed to Nutley was incorporated on March 5, 1902. Nutley, with the same boundaries as Franklin, had a mayor and three man council form of government with representation by wards.

By 1902 the township had three sections corresponding in general to the three stations of the Erie Railroad. These were Avondale (the Passaic River was known as the Avon of New Jersey!), Nutley and Franklin. The Nutley station was called Stitt's Station after John W. Stitt who in 1866 built the mills later known as the Yanticaw Mills. The township at one period was referred to as Stitt's Mills. The name Nutley had been taken

from the 144 acre estate of that name situated north of Nutley Avenue, running from the Passaic River to Passaic Avenue. It was the home of Thomas W. Satterthwaite referred to as "The Old Nutley Manor House". The home of his brother James, known as the Larkin House, was for some years the main building of the Yountakah Country Club. On a map of 1886 there are small buildings on the estate designated as Nutshell and Peanut. The Satterthwaites may have brought the name from England where the following is found in the archives in London:

Nutley, England was founded in the year 1256 when the Normans invaded England. Their first stand was made under a big group of nut trees which was formed along a lea. Many asked for the village to be named Nutley and this was done. The Normans changed their names to English names and many called their family the Nutley family. In later years many of this name went to the United States and Canada and spread themselves across the country.

The banks of the Passaic River were indeed groves of nuts, especially chestnuts ("ley" is a common Sussex ending which means field). Alert Nutleyites have identified a small township with the same name in South Dakota in addition to the 300 year-old vicarage in Sussex, England.

The new township fathers were busy for the next two years improving the streets and sidewalks, extending the water mains, metering water consumption, collecting taxes and water fees and licensing saloons and peddlers. It was not uncommon for the township council to go in a body to the site of a problem, as on a Saturday afternoon in 1903 when they met with J.D. McIntosh on Brookfield Avenue "to take up more fully the matter of the preservation of the shade trees affected by the proposed sidewalk improvement on said avenue." The Nutley Improvement Society, the Nutley Civic Association and some individual citizens decried the Sunday horse racing on Washington Avenue's "Mile Stretch"; the "nuisance at Masonic Hall corner created by boys loafing around said corner"; the number of saloon licenses issued; slot machines in candy stores patronized by young boys and the sale of whiskey candy to minors.

The Voter's League, formed in 1912, engaged in an educational campaign to have Nutley adopt a commission form of government, newly

permitted under the Walsh Act of 1911. The change won approval on March 26, 1912 by a 412 to 287 vote. By adopting the commission form, the township returned to a three man governing body and abandoned representation by wards; thereby reversing itself on two issues for which a change had been made in 1902.

Abram Blum, Henry T. Lefferts and Arthur R. Carr were Nutley's first Commissioners. A Township Clerk, Frank Rusby, was hired on a full time basis. The Tax Collection and Water Department offices were open all day and a board of three assessors was appointed.

Nutley's 1920 population of 9,421 barely missed the 10,000 required for a five man commission. In 1931 a proposed city manager form of government was defeated in a referendum. In 1932 a five man commission was adopted. In subsequent years there have been unsuccessful attempts to form Charter Study Commissions. Nutley's population continued to grow until reaching approximately 32,000 in 1970, dropping to about 30,000 in 1980 and a little over 28,000 in 1990. On September 19, 1981, Nutley became a Township to take advantage of more generous federal funding. This change did not affect the commission form of government.

For a more detailed history of Nutley one should read Ann Troy's *Nutley, Yesterday and Today* available from the Nutley Historical Society. Also available is a videotape narrated by former mayor Harry Chenoweth.

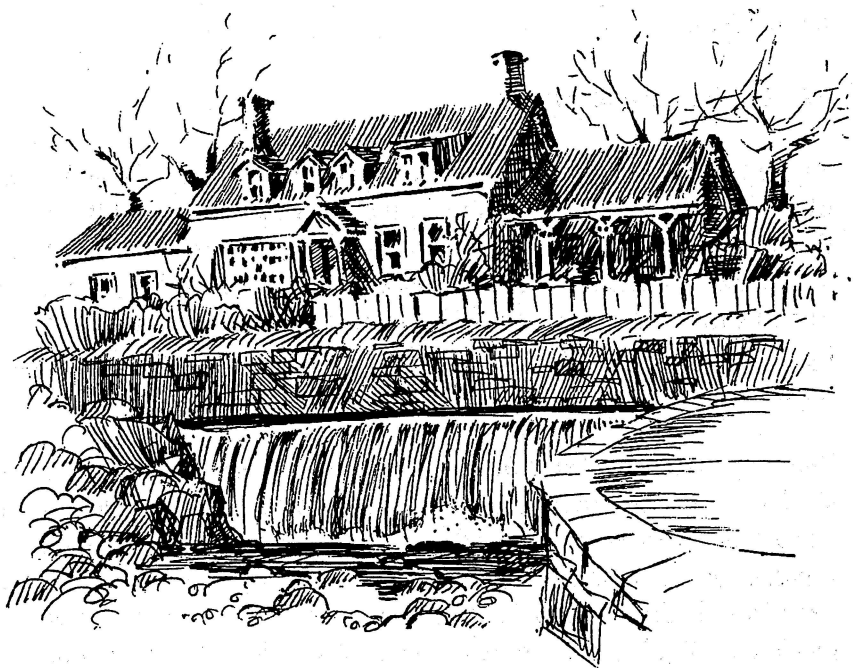
### ***Which Yanticaw?***

1667- **Yountakah**- spelling used on "Indian Bill of Sale to Newarke men"; also in early records - Jantacah, Yantokah, Yountakuh.

1945- **Yountakah**- Country Club, purchased by I.T.&T. Federal Laboratories.

1867- **Yantico**- Woolen Mills, owned by Stitts and Underhill; present site of Vincent Methodist Church.

1915- **Yanticaw Park**- land purchased and park named by Essex County Parks Commission.



The Kingsland Manor  
Kingsland Street and Lakeside Drive



## HISTORICAL SITES

Nutley resident Henry Cuyler Bunner, the editor of *Puck*, wrote the following to his friend Mark Twain: "There isn't much that is prettier than this end of New Jersey. It is an upland tumbling into shallow valleys and bright sunny reaches along the Passaic River, and hill fields white as snow with the daisies and everywhere trees in little clumps or in long lines by the roadside."

### *The Enclosure and Environs*

At the turn of the century, Nutley was known for its artist colony. Many of these talented people lived in a quiet area near the Third River called the "Enclosure". The Enclosure and Environs, the first Nutley site named a National Historic District, was placed on the National Register in 1974. The District includes the four remaining studios which have the "north light" so essential to artists. The district also includes nine houses noted for their age and architectural style.

The first studio residence built at 16 Enclosure has been home to artists since 1872. Frank Fowler and his wife lived there until her death. Frederick Dana Marsh moved in around the turn of the century with his wife, Alice Randall, and two sons, Reginald and James. For a short time, around 1915, the illustrator Guy Pene DuBois lived and worked in this studio residence. The last artist to reside there was Michael Lenson, noted muralist, artist and art critic for the *Newark Evening News* who died in 1971.

Albert Sterner was the only artist to build a separate studio (40 Enclosure) when he moved into the area around 1873. After Sterner left, Charles W. Hawthorne lived and worked there for a time. The studio was octagonal in shape with additions added to make it suitable for a residence. The Sterner residence (48 Enclosure) west of the studio was built at the same time in typical "Queen Anne" style. Its exterior is relatively unchanged.

Across the street is another studio-residence (41 Enclosure) which was built in 1904 for Mr. and Mrs. Earl Stetson-Crawford. He was a noted muralist and his wife, Brenetta, a painter of miniatures. The studio has

been remodeled, but still retains its six-foot windows and high ceilings in order to accommodate Stetson-Crawford's murals.

The Arthur Hoeber house and studio were built in 1891 at 55 Enclosure. The house has been remodeled but still retains the studio as an integral part of the building. Hoeber was a noted author and art critic for the *New York Times*, *Illustrated American*, *New York Journal* and others, as well as an artist. His "Early Moon" hangs over the fireplace in the Nutley Free Public Library.

Another house of note is the Abraham Vreeland house at 51 Enclosure. Originally built in 1838 at the corner of Franklin Avenue and Chestnut Street, in 1924 the house was moved to its present location to make room for the Bank of Nutley. In order not to ruin the trees bordering Chestnut Street, the house was cut in half and put back together where it now stands. The original stone doorstep with the names and dates of its owners carved into its face was moved with the house.

Tucked in a corner behind some recently built homes is the oldest original house built on the Enclosure in 1849. The Mallaby House (62 Enclosure) is a very good example of Greek Revival architecture and was occupied for a short time by artist Francis I. Bennett and his wife, Virginia.

Midway down the street (24 Enclosure) is a marvelous example of Victorian architecture with a three and a half story center tower, mansard roof and ornamental fixtures and brackets commonly known as the "gingerbread". This was the home of John R. Hay, an editor for *Century*.

Number five Enclosure was designed and built by the Baron Von Strom for his own residence. Von Strom, a Swedish nobleman and architect, designed the Rectory of Grace Episcopal Church as well as other houses in the township.

The John Mason House on Calico Lane is an outstanding example of Federal Architecture. Built of red sandstone in 1812 it has a Victorian addition. This house is a remnant of the Industrial Revolution in Nutley made possible by the availability of water power from the Third River. The house was converted by John Mason from part of a saw mill-grist

mill-tannery complex built by Captain John Speer. According to an 1886 map a large portion of Nutley land was owned by James R. Hay whose family resided in this house until 1930.

Two small houses on Passaic Avenue, included in this Historic District, reflect the time when this was the main business section of Nutley. The first house at 401, built in the early 1800's, was once part of the mill complex on the Third River. It was converted to a store by Public Service Co. of New Jersey at the turn of the century. During the short time it was used as a commercial establishment, it served as the gas company's office, a "Woman's Work Exchange", a gift shop, the library and a training gym for boxers. The building was converted to a residence around 1924. The building at 407 was once Nutley's Water Works and was located about 200 yards west of its present location. In the late 1800's the building was moved to Passaic Avenue, hoisted over the cellar and first floor and put together as a residence.

### *Kingsland Manor*

Joseph Kingsland bought property now located at Kingsland Street and Lakeside Drive in 1790 and built a "noble manor house" about 1796. Nutley's Kingsland Manor was described as having "17 rooms, two kitchens, ballroom, slave prison, slaughterhouse, smokehouse, underground Indian raid cellar". The ballroom section of the house is clearly Victorian and was probably added about 1860. The last Kingsland to live there died in 1902.

In 1918 the McGinnity family purchased the home. Daniel McGinnity, a famous fight promoter and entertainment entrepreneur, used the house and grounds as a training camp for heavyweight champ Bob Fitzsimmons. Bernard "Bus" McGinnity, Daniel's son, ran a speakeasy in the basement during Prohibition. After Prohibition was repealed, Bus and his mother ran the Colonial Club in the Kingsland Manor until their liquor license was revoked. The Manor subsequently became a convalescent home, known as the Nutley Private Hospital.

In 1973 the township purchased the Kingsland Manor for \$90,000 with half of the purchase price coming from a Green Acres grant. The Com-

missioners then authorized the formation of the Nutley Historical Restoration Trust, a group of interested citizens whose task is to restore Kingsland Manor as a landmark, museum and center for local activities. In 1978 the building was placed on the National Register.

### ***John M. Vreeland Homestead***

The John M. Vreeland Homestead, a low quaint 18th century brownstone farmhouse located on Chestnut Street between the Public Safety Building and the Third River, was built on property purchased by Bastien Van Gieson in 1695. Ownership of the land passed through several sons until Abraham Van Gieson sold the property to Captain Abraham Speer in 1783. Speer subsequently sold it to his brother-in-law, John M. Vreeland. It remained in the Vreeland family until 1912 when the Woman's Club of Nutley purchased the homestead. The Woman's Club has kept the building in good repair as part of its charter "to preserve the Vreeland house as a historical landmark". In 1994 the building was placed on the National Register.

### ***"Four Maples" - The Van Riper House***

The Van Riper house, located on River Road, is an old brownstone homestead. It was long known as "Four Maples" from the great trees on its front slope that extended to the Passaic River. The original structure was reputed to have been built before the end of the 17th century by John Bradbury, an Englishman. There is a tablet in the rear of the house inscribed with the initials I-L-V-R-Pr, May 11th, 1788. These were the initials of John Abraham Van Riper and Leah Winne who were married in 1776. John's grandfather Bradbury built the original house to which the young couple added the large addition inscribed with their initials. It is typically Dutch in character with the original open Dutch oven which was often used for roasting whole animals. The house remained in the Van Riper family until 1883 and after changing ownership several times it became the property of ITT Corporation in 1943 when ITT purchased the old Yantacaw Country Club. In 1991 ITT relocated its operations. The property was sold in 1996 to Town and Country Developers. A group of interested citizens formed the Van Riper Trust to prevent the historic home from being razed. Town and Country donated the Van Riper house

and surrounding land to the township for preservation.

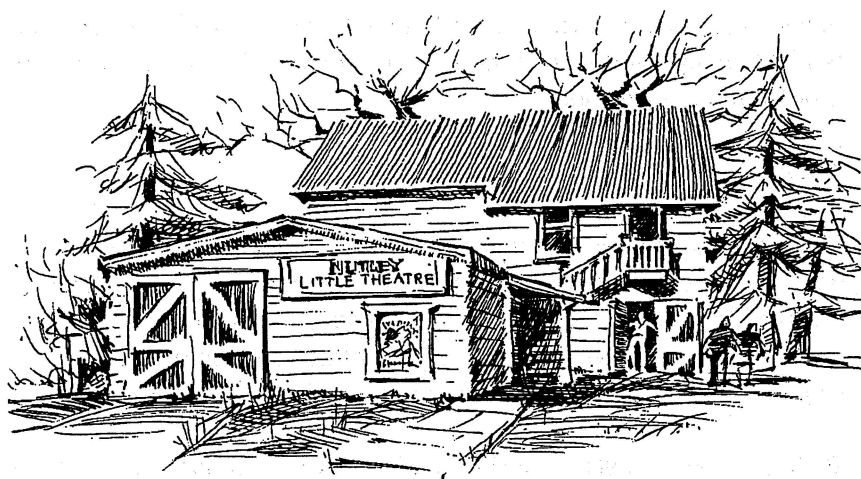
### ***Abram Speer House***

On a lane off Church Street is the Abram Speer house. It was built in 1760 as a dowry for the bride of Captain Abram Speer. The tiny one room stone building adjacent to the larger home housed the family slave, Nancy, in the loft over the separate kitchen. A small barn still remains although wagon sheds, barns and even the family burial plot have all made way for dozens of homes. A well still gives pure water; old glass remains in a few window panes; bricks in the foundation show plaster with hair used to hold it together and a solid piece of stone forms the doorstep.

### ***Erie Place Historic District***

The Erie Place Historic District was designated as such by the Township of Nutley in 1993. It is an L-shaped lane south of Brookfield Avenue curving eastward and ending on Brookway, parallel to the Third River. Of the 14 buildings, 13 are residential and one is a community theater. The 11 original buildings were constructed between 1871 and 1890. These identical four room wooden cottages are a unique meld of Folk Victorian and Queen Anne designs.

Two houses on Brookway, also included in the District, are larger in size. They are thought to have been built to house the supervisors of the railroad express industry and their families. The smaller homes were for the workers. These unique houses were built as a development or tract housing by James R. Hay, who also developed the Enclosure. A barn-like structure built in 1906 is the home of the Nutley Little Theater. It was previously a jam factory and an auto repair shop.



Nutley Little Theatre  
47 Erie Place

# **STRUCTURE AND FUNCTION OF GOVERNMENT**

## ***Commission Elections***

Five commissioners are elected without job designation every fourth year on the second Tuesday in May. The last election was held in 1996. A candidate for the commissioner must be a U.S. citizen, a resident of Nutley for one year and a registered voter in the Township of Nutley. Candidates are nominated on a nonpartisan basis by petition. The number of signatures required on the petition is 0.5% of the number voting in the last general election. A vacancy after September 1st of the last year of a term is filled by appointment of the Commissioners. A vacancy at any other time is filled by election.

## ***Board of Commissioners***

One commissioner is selected to be mayor at the organizational meeting held one week after the election. Traditionally the commissioner who received the most votes is chosen but this is not mandatory. The mayor appoints employees whose terms expire at this time, for example the Township Attorney, Township Prosecutor and Judge of the Municipal Court.

Within limitations set by state law, the Board of Commissioners is in charge of all township affairs. It determines township policy, appropriates all monies, drafts and passes all laws and ordinances and creates new posts and boards.

Each commissioner oversees one of the departments: Public Safety, Revenue and Finance, Public Works, Parks and Public Property, and Public Affairs. The board assigns specific functions to each department and may reassign departmental functions by resolution.

## ***The Mayor***

The Mayor presides at meetings of the Board of Commissioners and is the ceremonial representative of the township. He signs all contracts, agreements, deeds conveying township-owned lands, and other official



documents. He is an ex-officio member of the Planning Board and the Library Board of Trustees.

The Mayor is assigned "all the executive, administrative, judicial and legislative powers, authority, and duties" relating to the Judge of the Municipal Court, Township Attorney, Library Board of Trustees, Zoning Board of Adjustment, Planning Board, Rent Leveling Board, Christmas Tree Lighting Committee, Civic Celebration Committee, Nutley Veteran's Council, Brotherhood Council, Essex County Mayor's Conference, Local Assistance Board (with approval of the Board of Commissioners) and Citizen's Advisory Group-Cable T.V.

### ***Commission Meetings***

The Board of Commissioners meets at 7:30 p.m. on the first and third Tuesdays of each month in Township Hall. A conference meeting is held the same night at 7:00. Upon approval of the minutes of each meeting, a copy is filed in the Public Library. The official copy can be inspected at the Township Clerk's Office during normal working hours. Prior to each meeting an agenda and an itemized list of all bills to be considered for payment is listed on the Township Hall bulletin board. A certified copy of the monthly Collector's Report of Cash Receipts and other legal notices as required by law are also posted.

### ***Adopting an Ordinance***

After the first reading of an ordinance the Board of Commissioners must vote to have a hearing on it. The hearing must be advertised in the official township newspaper and a notice of the hearing posted on the Township Hall bulletin board. After the second reading the public hearing and discussion follow. This is followed by a vote by the Commissioners. The ordinances must be advertised after adoption and most become effective ten days after advertising. Bonding and salary ordinances do not become effective until 20 days thereafter. Most ordinances are adopted by a majority vote; however, ordinances approving bond issues require a 2/3 vote of the commissioners.

## ***Township Clerk***

The Township Clerk appointed by the Board of Commissioners is tenured after five consecutive years of service. The Township Clerk is in charge of preserving all official public records and must witness the destruction of old records after they have been processed through the New Jersey Bureau of Archives.

## ***Township Employees***

Each Commissioner holds all executive, administrative and legislative powers within his department. He oversees all personnel and spending other than open-bid awards over \$11,900 which are made by the Board of Commissioners. Most staff members are responsible directly and solely to the Commissioner heading their department. Some individuals may be assigned similar duties in more than one department. Each Commissioner may select top-ranking personnel for civil service jobs.

In a 1937 referendum Nutley adopted civil service for township employees. An employee is appointed on a temporary basis until the New Jersey Civil Service Commission conducts an examination for the position. No civil service employees are tenured except the Township Clerk, Tax Collector, Township Treasurer, and Tax Assessor. The Civil Service Commission regulates job classification. In-service training is given in the departments. When a higher position is available the employee takes a promotion examination given by the Civil Service Commission. The positions of Township Clerk, Treasurer, Tax Assessor, Director of Welfare, Superintendent of Public Works, Township Attorney and Judge of the Municipal Court are in the unclassified division of civil service for which the Civil Service Commission does not give an examination.

The Board of Commissioners establishes salaries which are then budgeted by ordinance. Since 1945 township employees have participated in the State Employees Retirement Plan. All full-time employees are covered by a health benefit plan and a dental plan. The township is self-insured for health benefits.

## ***Open Public Meeting Act - "The Sunshine Law"***

In January 1976 a state law took effect which requires (except for certain special circumstances) "that all meetings of public bodies shall be open to the public at all times". Advance notice of each meeting must be given.

All township and county commissions, authorities, boards, committees and the Board of Education are covered by this law. A public body may hold a closed session to discuss matters that fall under the exceptions to the law. These include matters relating to purchases, leases, and acquisition of real property with public funds; matters relating to investing funds, pending litigation or contract negotiations; attorney-client privilege; matters relating to personnel; and terms and conditions of an existing or proposed collective bargaining agreement.



Gate to Park Oval  
Franklin Avenue

# VOTING

## *Parties*

The Democratic and Republican parties in Nutley have active constituencies. Each party is led by a Township Chairman selected for two years by the Nutley members of the County Committee (elected biennially in the primary). The party chairman may submit names to the county chairman for consideration in choosing the county slates of candidates for the Board of Chosen Freeholders, the New Jersey Assembly and the Senate.

## *The Election Process*

Elections in Nutley are held for local, county, state and federal offices. In partisan elections, candidates are nominated in the primary election. To be on the ballot candidates for local elections must file petitions with the Township Clerk. All other candidates including independents must file with the County Clerk. The voting machines also provide for write-in votes.

In even years there is a federal congressional election. In odd years New Jersey state officials are elected. The gubernatorial election is held in November of the year following the presidential election. At the county level the voters elect nine freeholders, five from districts and four at large, and a County Executive. Municipal elections are held on the second Tuesday in May, every four years. There is no primary because this is a nonpartisan election. School elections are usually held the third Tuesday in April to elect members of the Board of Education and approve the proposed school budget.

To vote one must be a United States citizen residing in the voting district at the time of application, a resident of the county for 30 days by the date of the next election, "neither an idiot nor insane" (the election laws include some archaic language), nor disqualified for certain crimes. You may register by mail by obtaining a registration application and instructions from the Municipal Clerk's office, County Commissioner of Registration, Motor Vehicle Agency or the League of Women Voters of New Jersey. You may also register in person at the office of the Municipal

## Clerk or County Commissioner of Elections.

To vote in a specific election, you must be registered at least 29 days before that election. Registration is permanent, but you must re-register under the following circumstances:

### Name Change-

If within 28 days before an election, you may vote in that election by signing both old and new names.

### Residence Change-

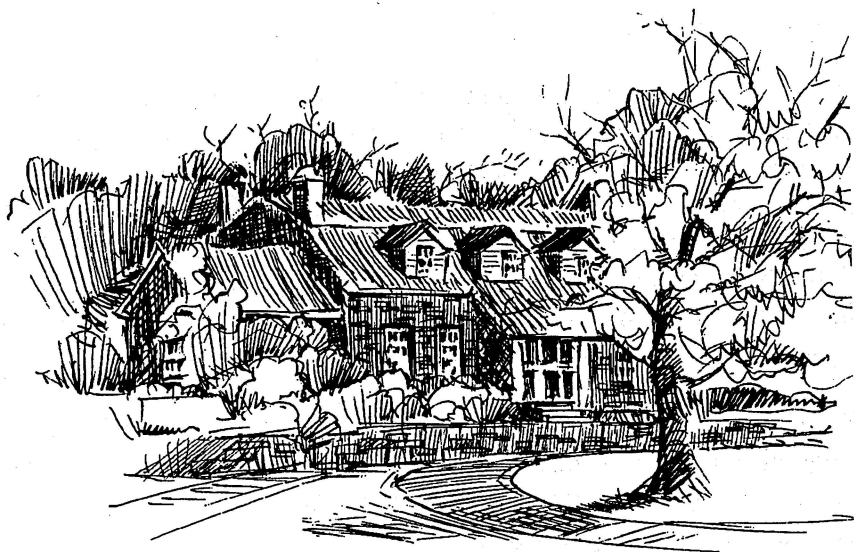
If you move to another address in the same county, notify by mail your Municipal Clerk or County Commissioner of Registration. If you move within the county eight days or less before an election, you may vote in your former election district for that election only. If you move to another county, you must re-register.

### No Longer Disqualified-

Contact Municipal Clerk or County Commissioner of Elections

Election districts are determined by the County Superintendent of Elections. In the three Nutley wards there are 20 election districts with approximately 600 to 1,200 voters in each. Election officials from both parties for each district are appointed by the County Board of Elections from persons recommended by the party committees.

A sample ballot designating the polling place for his district is sent to each voter. Under specified circumstances a voter may obtain an absentee military ballot or a civilian absentee ballot. For primary and general elections, applications for absentee ballots can be obtained from the Township Clerk and for school elections from the Secretary to the Board of Education. Civilian absentee ballot applications must be filed no later than seven days prior to election day with the County Clerk. Military absentee applications must be filed prior to election day with the County Clerk.



Van Riper House  
River Road



## PARKS AND PUBLIC PROPERTY

The major responsibilities of the Department of Parks and Public Property include parks and playgrounds, buildings and grounds, Shade Tree Advisory Committee, recreation, and township insurance. These functions are under the daily supervision of the Superintendent of Parks and Public Property. He is assisted by the general supervisor for parks and a recreation maintenance supervisor for field and building maintenance, as well as a staff of 24 full-time people, six permanent part-time people and varied seasonal employees.

The Superintendent of Parks and Public Property is responsible for planning, promoting, organizing and administering township-wide recreation programs and maintaining and improving the municipality's parks, playgrounds and facilities. He is also responsible for administering a safety program for the seven townships of the Joint Insurance Fund of which Nutley is a member. The Recreation Department is under the direction of the Commissioner of Parks and Public Property, with various township organizations, groups and individuals providing support.

The Parks and Recreation Building at 44 Park Avenue houses various programs for senior citizens including regular meetings of the AARP, Old Guard and Senior Service Club. There are also programs in sports, arts and crafts, line dancing and exercise classes.

Some of the special activities sponsored by the Recreation Department are:

Fishing Contest	Summer Concerts
Tour of Nutley Bicycle Race	Golf Tournament
Halloween Parade	Summer Pre-School Program
Extended Day Program	Theater Productions

### *Shade Tree*

The Shade Tree Advisory Committee of the Department of Parks and Public Property is under the direction of the Commissioner and five appointed Shade Tree Committee members who are responsible for all trees

in the parks, along the tree belt between the sidewalk and curb, and other township-owned properties. The latest survey listed more than 10,000 trees under their jurisdiction. Nutley has recently employed the part-time services of a professional forester to prioritize and oversee the work necessary to keep the tree stock in good condition. The township employees remove dangerous limbs and trim, plant or remove trees as authorized by the Shade Tree Division. Residents are welcome to come to the Parks and Recreation Department between the hours of 9:00 - 3:00 to pick up firewood and wood chips when available.

### ***Building and Grounds***

Buildings and Grounds is responsible for the care and maintenance of the Township Hall, Public Safety Building, Recreation Building, Health Department Building, Volunteer Firehouse #1 and #2 and De Muro Park field house (in conjunction with the Board of Education).

### ***Parks***

The Department of Parks and Public Property maintains over 100 acres of recreational land in the Township of Nutley. No home in Nutley is more than one half mile from a park or playground. Picnic areas and ball fields can be reserved for private use through the Parks Department.

Yanticaw, the first public park in Nutley is a county park of 28.7 acres set aside in 1915-19. There is a 1.3 mile bikeway through three parks beginning at the Chestnut Street entrance to Memorial Park and concluding at the Kingsland Street exit of Kingsland Park. Kingsland Park is also the site of the United Nations Gardens. The "Mud Hole" located in Memorial Park has fishing in the summer and ice skating in the winter. Nichols Park, on Bloomfield Avenue near Kingsland Street, is the home of our Creative Playground, built for the youth of the community. This playground was designed by the local children and built with all volunteer help. It was financed entirely by donations.

### ***Sports and Recreation Activities***

For specific information, call the Department of Parks (284-4966) or stop

at the Recreation Building, 44 Park Avenue. Coming events are advertised in local papers and youth activity information is distributed through the schools.

### Youth Sports and Activities:

Little League Baseball	Sr. League Baseball	Softball
Basketball	Football	Cheerleading
Soccer	Wrestling	Roller Hockey
Track and Field	Lacrosse	Twirling
Tumbling	Handicap Recreation	Summer Clinics
Body Movement	Tennis Lessons	Ski Trips
Ice Skating Trips	Art Workshop	Dance Program
Summer Playground Prog.	Toddler and Parent Program	

### Adult Sports and Activities:

Softball-men, women	Volleyball -men, women	
Co-ed Volleyball	Basketball-men	Aerobics
Roller Hockey	Tennis Lessons	Ski Trips
Arts and Crafts	Line Dancing	Physical Exercise
May Day Luncheon	Fall Picnic	Shopping Trips
Summer Excursions	Senior Citizens Activities	

Nutley's Parks include the following facilities:

#### **Booth Park-Vincent Place**

baseball/softball field	playground area	field house
picnic area		

#### **DeMuro Park-(in cooperation with the Board of Education.)**

Margaret Avenue

4 all-weather tennis courts (nominal charge) (lights)		
football/soccer field	basketball court	handball area
playground area	all-weather track & field area	
field house with showers and lockers		

**Father Goltzbach Park**-Park Avenue at River Road

baseball fields (3)                      playground area  
field houses with concession area (2)

**Flora Loudon Park**-Hanover Avenue

baseball/softball fields (3)    football/soccer field  
basketball court                      playground area  
field houses with concession area (2)

**Kingsland Park**-Kingsland Street

picnic area                              bicycle path 1.3 m.              softball field  
playground area                      field house  
United Nations Garden

**Memorial Park**-Vreeland Avenue

playground area                      bicycle path                      ice-skating  
exercise stations                      pond ("Mud Hole")              fishing

**Msgr. Owens Park** (lighted)-Park Avenue at River Rd.

football/soccer field                      roller hockey rink  
baseball/softball fields                      bocce courts (2)  
field house with concession area  
4 all-weather tennis courts (nominal charge)

**Nichols Park**-Bloomfield Avenue and Kingsland Street

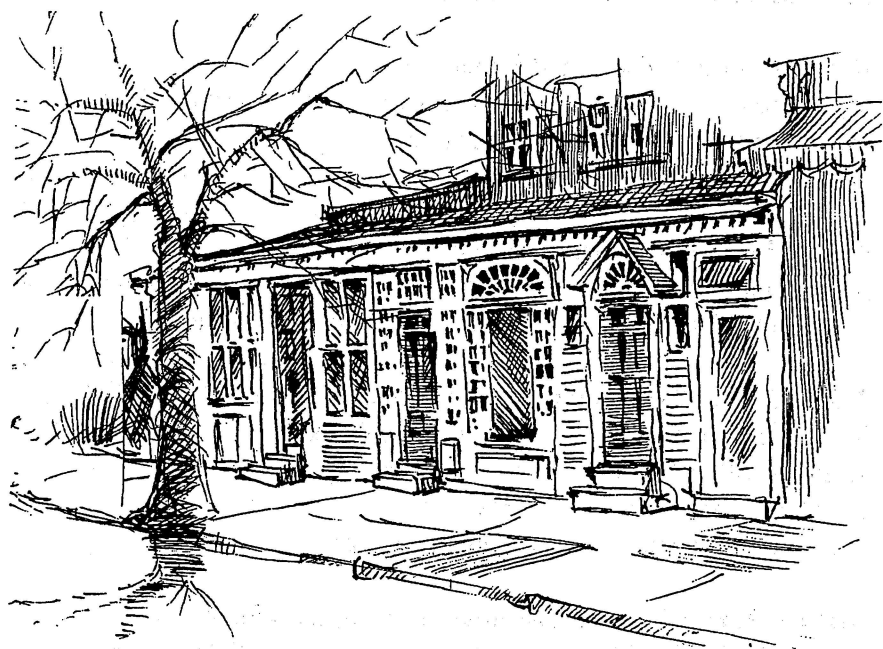
baseball/softball field                      picnic area                      field house  
Creative Playground                      basketball court (lighted)

**Reinheimer Park**-Bloomfield Avenue

baseball fields (2)                      playground area  
basketball court (lighted)                      field houses with concession area (2)

**Yanticaw** (County Park)-Passaic Avenue at Rutgers Place

baseball/softball fields (3)                      football field                      basketball court  
playground area                      shuffleboard and bocce courts  
field house



144-146 Chestnut Street

## PUBLIC AFFAIRS

The Department of Public Affairs is responsible for public health, mental health, public welfare, garbage and trash removal, vital statistics (birth and death certificates, marriage licenses), air pollution control, inspection of food establishments, rodent control, ragweed and poison ivy control and animal inoculations.

### *Department of Health*

#### *Function*

The function of the Department of Health is to protect, preserve and promote public health. Its services include public health nursing, communicable disease control, maternal and child health, environmental health, mental health, health education and vital statistics. The Nutley department is governed by state public health laws such as those concerned with communicable diseases, vital statistics, food, drugs and water. The state provides consultation services, tuberculosis drugs for needy patients, immunizations and economic support and assistance for public health awareness.

#### *History*

"A Code for the Preservation of the Health of the People of Franklin Township" was published in the annual report of the Township Committee of Franklin for 1892-93. The code stated that "Whatever is dangerous to human health, or whatever renders the ground, the water, the air or food a hazard or an injury to human health is thereby declared to be a nuisance."

In 1915 proposals for municipal garbage collection and the purchase of an incinerator were rejected by the voters. At a township meeting James R. Hay, a prominent real estate developer and owner of the Nutley Water Company, claimed that the township could not afford this luxury and that dumping in the Schneider Quarry (located behind the Feuerbach Hotel at what is now Oak Street and North Road) was satisfactory. When asked if he would like to live in the neighborhood of the township dump, he expounded on the healthful appearance of Mr. and Mrs. Emil Schneider

who owned the dump, lived near it, and took charge of it, collecting \$40 a month from the township for dumping privileges. By 1920 a private contractor was still collecting garbage for only half of the homes when an ordinance for municipal collection was passed.

Over the next two years the structure of the health department changed. A visiting nurse hired by the township in 1916 was let go in August of the same year. Mayor Diebitsch made this statement, "We believe in cultivating and developing in our citizens..a spirit of self reliance and self support...which will engender in them a feeling of proper pride that will not permit them to be fed or clothed or nursed at public expense..." When an epidemic of infantile paralysis hit the township in 1916, nine deputies were posted at entrances to the township to keep people out. These tactics proved useless and costly. After 19 cases of infantile paralysis were reported, the "plague guards" were removed. In 1917 when the Board of Health became the Department of Health, a full-time health officer was appointed. His duties included work previously done by the Health Inspector, Plumbing Inspector, Food Inspector, Secretary to the Board of Health and Registrar of Vital Statistics.

The most difficult year for the township may have been 1918. The United States was in the midst of World War I. The weather was the most severe in years leading to a coal and water shortage. Additionally, the water in the schools was turned off and the township was without gas until a large gas main thawed. In the fall public meeting places were closed due to the influenza epidemic. Of 384 cases reported, five resulted in death and 36 of 65 pneumonia victims died.

Sanitary and plumbing codes were adopted in 1935 and in 1936 the milk testing laboratory service was instituted and the milk code adopted. In 1939 the venereal disease clinic was established for examination, diagnosis and treatment. In 1941 the Child Welfare Service was instituted providing nursing and baby health services.

### *Personnel*

The township has contracted with the Township of Montclair to provide health officer services. The health officer's responsibilities are to develop,



supervise and administer the local public health program and to enforce all pertinent laws, ordinances and regulations. The Township Physician is responsible for pre-employment physical examinations and consultations regarding the general health of all township employees. The Health Department maintains a nursing service presently staffed by four part time nurses who provide nursing services to the non-public schools and who are responsible for the Child Health Clinic as well as services rendered to senior citizens. Clara Maass Hospital Nursing Service is used on a referral basis for home health care.

### ***Communicable Disease Control***

Clinics are maintained for immunization against communicable disease as the occasion requires. All communicable diseases are reported and followed up by the Department of Health. X-ray examination and diagnosis are provided.

### ***Maternal and Child Health***

Care givers may make an appointment for a conference (held weekly) with the Public Health Physician who examines and when indicated, immunizes the child. The physician may also give advice but does not otherwise treat the child.

### ***Environmental Health***

The Health Officer, with enforcement power under the local Sanitary Code, is responsible for sanitary inspection of dwelling units. The Health Officer may hire an exterminator to treat rodent infestation in areas outside homes. Annual clinics furnish free rabies inoculation for dogs and cats.

Retail food establishments and restaurants are inspected routinely by a member of the Health Department with power of enforcement under Chapter 12 of the state sanitary code.

The problem of water pollution, due primarily to industrial wastes, is handled by the Nutley Health Department, the local health department of the community where the pollution originates, the Passaic Valley Sewer-

age Commission and the Northern District Health Office. Smoke and odor abatement ordinances are in effect to curb air pollution of a local origin. The Department of Public Affairs has a contract with the Essex Regional Health Commission to investigate air and noise pollution complaints and cooperates with the State Department of Environmental Protection.

### ***Health Education***

Public health personnel keep current through in-service education. Health education is provided through informational material carried in the local newspapers and prepared literature distributed by the Health Department. The pediatrician provides counseling on child health care at weekly child health conferences.

### ***Affiliations***

The Health Department, which stresses private medical care and supervision in all of its programs, has a close working relationship with local physicians. The department works closely with the Essex County Geriatrics Center in Cedar Grove, the Clara Maass Medical Center, the Nutley Family Service Bureau and the New Jersey Association for Retarded Children. The Community Health Network serving Belleville, Bloomfield and Nutley provides psychological and psychiatric diagnosis and treatment for all local citizens.

### ***Public Welfare***

The Director of Welfare determines eligibility for general assistance. The Director also determines the nature and amount of assistance within the standards and limitations established by the State Bureau of Assistance. The Director is responsible for the operation of the welfare office including records, accounting, statistics and assistance administration. The Director should hold a degree in public welfare administration and social work or have comparable training and experience.

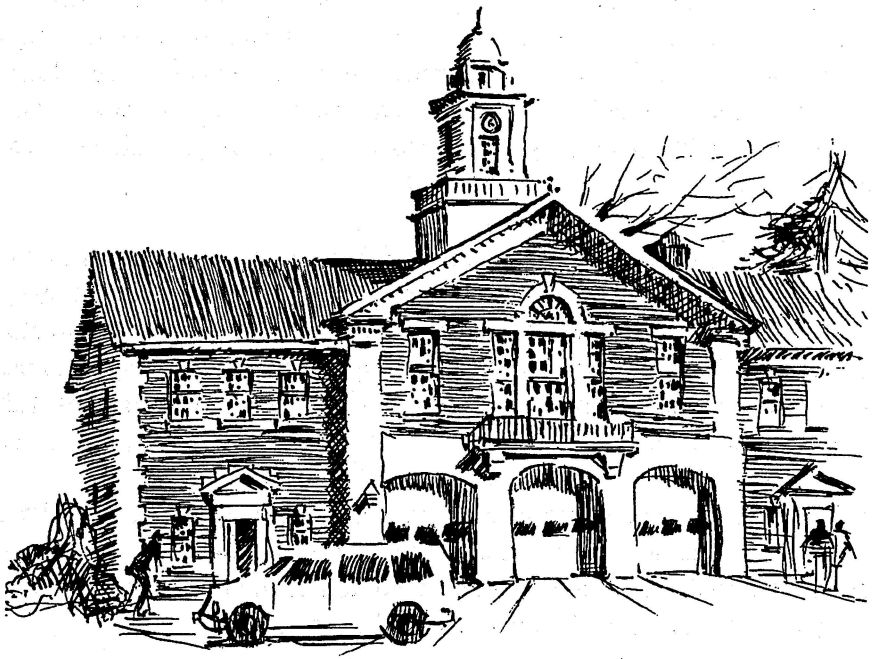
Local assistance is available to those in need. Help from the township is given to general assistance cases up to age 65. Those over 65 qualify for

help from the Essex County older adult services that are designated by the government to handle federally funded programs. Emergency assistance may include funding for food, shelter, heating fuel, electricity, clothing, household supplies, moving, hospitalization, medical services and supplies, and homemaker services.

The Director investigates the circumstances of applicants for public assistance including residency, living conditions, resources, and direct and indirect causes of the person's needs. Each applicant is required to sign an affidavit vouching for the correctness of his statements. Need determines eligibility. Close cooperation is maintained with county welfare and public health agencies. Private agencies are frequently called upon to assist.

The Local Assistance Board consists of five members appointed by the Mayor for four year terms. One member must be a woman and one a Commissioner (appointed for one year). The Board advises the Director of Public Affairs on administrative personnel, conducts hearings relating to the administration of public assistance, and reviews problem cases with the Director of Welfare.

A Nutley resident may receive assistance from the Essex County Welfare Board if he qualifies under one of the following programs: Aid to the Aged, Aid to the Disabled, Aid to the Blind, Aid to Dependent Children, the Cuban Program, or Medical Aid to the Aged.



Public Safety Building  
228 Chestnut Street

## **PUBLIC SAFETY**

The Department of Public Safety includes both the Police and Fire Departments. The Municipal Court, Township Prosecutor, Jail, Juvenile Conference Committee, Volunteer Emergency and Rescue Squad, Office of Emergency Management, Hazardous Materials Team, Consumer Protection, and Weights and Measures are also a part of the Department of Public Safety.

### ***Police Department***

Before 1908 chancemen and constables provided police protection for the township. In 1908 an ordinance established a police department, and in 1910 the by-laws and regulations of the department were adopted. A patrol wagon was purchased in 1915 and the police radio system was introduced in 1938. In 1994 the department joined the state's new enhanced 911 System which displays a caller's name and address to communications center personnel.

The Chief of Police is responsible to the Director of Public Safety for enforcement of state laws and township ordinances. Police Department personnel includes: one chief, one deputy chief, two captains, four lieutenants, 14 sergeants, six detectives and 35 police officers. Approximately 25 police reserves in the Office of Emergency Management support the regular police during disasters and emergencies. These unpaid reserves are under the supervision of the department and must undergo periodic training. Police department applicants must be between ages 18 and 35, a high school graduate or the equivalent and a person of good character who has not been convicted of a crime. All new appointees must attend a 17 week basic training course at the Essex County Police Academy.

Members of the department attend specialized training at the FBI National Academy and other institutions providing advanced courses in forensic science, legal affairs, criminal psychology and police supervision. In compliance with the State Attorney General's guidelines all police personnel must complete firearms recertification twice a year. The Nutley Police utilize the services of the FBI, State Police and Offices of the County Court, Sheriff and Prosecutor.

The department is located in the Public Safety Building and has over 20 vehicles in its fleet. All are equipped with two-way radios, warning lights, first-aid kits, blankets, rope, gas masks, a fire extinguisher and a resuscitator. A three-wheel motorcycle is used to supervise parking and enforce traffic regulations. Patrol cars have been made easily identifiable. The speed of these cars is carefully regulated and the driving skills of officers are closely supervised in an effort to reduce accidents involving police vehicles.

### ***Traffic Safety***

The Traffic Safety Unit comprised of one supervisor and one patrol officer oversees motorist and pedestrian safety by drafting ordinances to regulate traffic within the township, controlling traffic at special events, directing DWI (driving while intoxicated) enforcement efforts, and assisting with other traffic concerns.

### ***Crime Prevention Unit***

Specially trained members of the Detective Bureau provide assistance to citizens, offering services which include security surveys, personal security tips, theft prevention techniques, Neighborhood Watch, safety talks and Operation Identification Program.

### ***Narcotics Unit***

The Narcotics Unit targets illegal drug use through education and enforcement and conducts undercover operations designed to identify and arrest individuals who violate state drug laws. The "Drug Awareness Resistance Education" Program (DARE) begun in 1993 involves one full time police officer permanently assigned to Nutley grammar schools to educate young people about the dangers of drug use.

### ***Community Relations Unit***

The Community Relations Unit tries to strengthen police-community ties by organizing citizen awareness meetings and developing special programs to encourage closer interaction between police and citizens.

## ***SERT***

The "Special Emergency Response Team" begun in 1994 is composed of volunteers who are trained to respond to violent and potentially violent situations. Members receive advanced training in weapons, tactics and hostage negotiation.

## ***Weights and Measures***

The Weights and Measures Superintendent makes periodic inspections of merchandise in all stores, tests and inspects all commercial weighing and measuring devices and inspects gasoline pumps and oil measuring devices. All commercial items sold are checked for weight, volume, date or length. All home delivery fuel trucks are annually inspected to validate the meters and billing computers.

## ***Consumer Protection***

The Consumer Protection Department, established by ordinance in 1970, is the primary investigative and enforcement unit of the Division of Consumer Affairs. It monitors the sale, lease or advertisement of products and services as defined in the Consumer Fraud Act. At present there are 18 municipal consumer protection offices in the state and currently only two (Nutley and Livingston) in the County of Essex.

## ***Court System***

Nutley's jail on the first floor of the Public Safety Building has four cells for men and two for women. A prisoner is normally not held for more than 24 hours. If a longer confinement is necessary, the detainee is usually transferred to the appropriate facility in Newark. Juveniles may be released to the custody of their parents or sent to the Essex County Youth House in Newark. Some 17 year olds have been detained for short periods in the local jail but are separated from the adult offenders.

The Township Attorney appointed by the mayor advises the Board of Commissioners, presents complaints, defends actions and prepares all legal ordinances or documents on behalf of the township. The Township

Prosecutor prosecutes violations of township ordinances and state statutes and performs other services relating to the legal affairs of the municipal court.

The Magistrate, who is Judge of the Municipal Court, tries traffic violations and certain criminal charges over which the municipal court has jurisdiction. The court holds sessions for both traffic and criminal matters on specified Wednesdays of the month. The court personnel consists of an administrator, a deputy administrator, a violations clerk, and several other clerks. Defendants placed on probation are referred to the Probation Officer assigned to this jurisdiction by the Essex County Superior Court. Juveniles (under 18) cannot be arraigned or tried in a municipal court on criminal matters. They are sent directly to the Essex County Juvenile Court in Newark.

### ***Fire Department***

The Fire Department created by ordinance in 1894 consisted of 30 volunteers who were housed in the present Township Hall. The Fire Department has both paid and volunteer members. Today the volunteer segment consists of 75 volunteers, a volunteer chief, three assistant chiefs and one secretary. The paid portion includes 30 firemen, an executive officer, four captains, a fire prevention captain, a fire prevention inspector, and a fire signal system technician. The firemen are housed in three separate fire stations located in strategic areas. Fire Headquarters Company and Yantacaw Company are located at Chestnut Street, Hose Company #1 at Park Avenue and Hose Company #2 at High Street. The fire equipment consists of four class A pumpers, one 100 foot aerial truck, one 40 foot articulated boom truck, two service cars and one fire prevention bureau car. All vehicles are radio equipped.

On-going training for all fire fighters includes fire fighting, first aid and CPR. All fire fighters must complete an approved Fire Training Program within one year of their appointments. The fire prevention bureau consists of a fire inspector and a fire prevention captain who also serves as the fire protection subcode official for the township. They are responsible for reviewing all building plans, inspecting all multiple family dwellings, commercial and industrial establishments as well as for the issuance



of all fire permits in the township .

The Signal System Bureau consists of a fire signal system technician and a fire signal systems superintendent who also serves as the executive officer for the fire department. They are responsible for the servicing and maintenance of traffic light intersections, the servicing and assignment of all radio equipment and the installation and repair of most of the electrical installations in the municipal facilities.

In 1980 a new addition to the Public Safety Building was completed to contain a Control Dispatch Center. An Emergency 911 System was established which allows all emergency calls to be answered and dispatched from one central location enabling quicker responses and better communications among all of the emergency services.

Under the direction of the Essex County Prosecutor's Office, an Arson Task Force was established of which three Nutley fire fighters are members. This task force provides additional manpower and resources in the investigation of fires whenever conditions require. A departmental safety committee, one of the first in the state, was formed to review accidents and provide recommendations to minimize future injuries and accidents. In emergencies Nutley has a mutual aid pact with surrounding municipalities which provides for additional resources to the township.

### ***Hazardous Materials Team***

The Hazardous Material Team is made up of both paid and volunteer firemen. It was started primarily to control oil slicks that would come down the Third River. Today the team is under contract by the Essex County Health Department to provide Hazardous Materials Emergency Response for 20 of the 21 municipalities of Essex County.

### ***The Nutley Volunteer Emergency and Rescue Squad***

The Nutley Volunteer Emergency and Rescue Squad provides emergency medical services 24 hours a day. The squad currently has 40 active members and with the cooperation of an associate and auxiliary membership has been able to answer nearly 90,000 calls for help since it was orga-

nized in 1953. The squad can respond to emergencies arising from sudden illness or injury and is equipped for rescue operations. The Nutley squad is affiliated with a statewide organization which facilitates long distance patient transport. The members receive training to become certified N.J. State Emergency Medical Technicians (E.M.T.) and are also certified in C.P.R. The four ambulances, rescue truck and boat are furnished with modern equipment providing high level pre-hospital emergency care.

### *Nutley Office Of Emergency Management (Formerly Civil Defense)*

The Nutley Office of Emergency Management (OEM) coordinates the various divisions including communications, police, fire, radiological, shelter, health, transportation, engineering and hazardous materials. The communications division oversees the Radio Amateur Civil Emergency System (RACES). This group of volunteers from the Nutley Amateur Radio Club provides Nutley with the ability to communicate state or nationwide during emergencies when normal communications are overwhelmed or inoperable. They operate out of the Red Cross Building on Chestnut Street where a radio tower has been installed to enhance their abilities. OEM also owns a communications vehicle allowing this group to operate with mobility.

The Police Auxiliary and Fire Auxiliary are another part of the OEM. Police auxiliary officers are required to complete a basic police course. Their duties include augmenting and assisting the Police Department with routine patrols in the evenings, providing traffic control at the various churches on Sundays and helping with crowd control at township events.

The Fire Auxiliary provides stand-by coverage during general alarm fires, assistance at fires on building exteriors, assistance during emergencies and civic affairs such as the Easter Egg Hunt and the 4th of July Fireworks. The Local Emergency Planning Council of the OEM meets biannually to develop emergency procedures. Their equipment includes three fire engines, a 3/4 ton pick-up truck, a mobile communications vehicle, a 45 KW generator and a single axle tractor. They maintain portable pumps and generators for emergencies throughout the township.



Franklin Reformed Church  
Hillside Crescent

## **PUBLIC WORKS**

The Department of Public Works, supervised by the Municipal Engineer, is responsible for road, sewerage, water, off-street parking, street lighting, engineering, property acquisition, snow and leaf removal, recycling and traffic maintenance.

### ***Water and Sewer***

Franklin depended on local wells and springs until 1889 when an independent Nutley Water Company laid water mains and made house connections enabling residents to drink water from a fast flowing spring. In 1895 the township assumed responsibility for providing water from a variety of sources. From 1935 to 1982 water was purchased from the Passaic Valley Water Commission, a partner with Newark in the Wanaque Reservoir. In 1982 the Township of Nutley obtained proprietary rights and became owner/partner in the North Jersey District Water Supply Commission, Wanaque South Project, for three million gallons of water daily. In 1982 Nutley reactivated the town well located next to Township Hall on Booth Drive. Well water is available to all Nutley residents. The water is monitored for purity by the Public Works Department. In 1996 residents drew over one million gallons of water from the well.

In 1907 the Passaic Valley Sewerage System provided the impetus for legislation to mandate a sewer system which would prohibit discharge of sewerage into the Passaic River between Paterson and Newark Bay. Work on a local sewer system was started by Township Engineer Frank T. Shepard. A tunnel was dug from Whitford Avenue and Rutgers Place, through the Kovher or Schneider quarry and the golf course of the Yountakah Country Club, to the Passaic Valley intersecting sewer on River Road. A major part of the job was to pump seven million gallons of water from the brownstone quarry which was 100 feet deep and 300 feet across. The quarry for many years had been used as the township dump. A trolley car and several automobiles were found in the rubbish.

Sewerage from Nutley and adjoining areas of Belleville, Bloomfield and Clifton is disposed of through Nutley's sewerage system. It empties into the main trunk sewer of the Passaic Valley Sewerage Commission. Sew-

erage is then carried to a pumping station at Newark Bay where it receives secondary treatment and is ultimately disposed of in the Atlantic Ocean. The sewerage from each of 21 municipalities in the Passaic Valley Water Commission is metered and the expenses are divided according to use.

### *The Township Garage*

The township garage completed in 1950 on Tremont Place was designed by a former New York City architect, George A. Fitting, after whom it was officially named. The distinctive design of the garage allows direct entrance and exit for many of the vehicles used by the road, sewer, engineering, and water departments. There are several workshops in the garage which are used to construct new tools and equipment and to make repairs on equipment. Workshops include sign shop, carpentry, machine shop and water meter repair shop.

### *Code Enforcement*

The Code Enforcement Official performs the duties of Chief Building Inspector. Under his supervision are one assistant building inspector and three subcode officials: plumbing, electrical and fire. All officials are state licensed. The combined subcode officials administer and enforce state mandated building, plumbing, fire, and electrical codes, barrier-free design regulations, soil conservation, solar energy and the Municipal Land Use Law. They also administer and enforce municipal ordinances concerning property maintenance, flood control, fences, signs, contractor's licenses and zoning.

### *Roads*

There are 286 streets in Nutley with 65 miles of township roads under the jurisdiction of the road supervisor, eight miles of county roads, and three miles of state roads. There are standards for the width of streets and street lighting in accordance with the recommendations of the Public Service Engineering Society. The road and sewer departments use 37 pieces of equipment for maintenance, snow removal, street cleaning, weed and leaf removal, recycling and traffic maintenance. Nutley has six hourly and

monthly self-supporting parking lots.

## ***Recycling***

In the early 1980's the League of Women Voters of the Nutley Area began their campaign for a recycling program in Nutley. From the League meetings the Nutley Organization on Recycling (NOR) was formed. Township recycling was the direct result of the work of NOR. Nutley currently recycles newspaper, glass, aluminum and plastic. All recyclables are picked up at the curb on the day following the first garbage pick up of the week.

Leaves and grass are currently recycled through Nature's Choice in Lyndhurst. Leaves may be left unbagged at the curb from October 15 through December 15 each year. At all other times they must be bagged or in containers.

Essex County periodically sponsors household hazardous waste recycling days on which residents bring the materials to a central location. Medical and rechargeable batteries are collected at this time.

In 1996 Nutley recycled the following (all figures are in tons):

Paper	1,803.36
Glass	502.80
Aluminum	30.10
Plastic	117.58
Leaves/Grass	4,612.53

This resulted in a total savings (sales plus cost avoidance) of \$545,752, an increase of 37% over the previous year.



Corner of Chestnut Street and Passaic Avenue

## REVENUE AND FINANCE

All monies received and expended by the Township of Nutley are handled by the Department of Revenue and Finance. The staff includes the Township Clerk, Tax Collector, Treasurer, Purchasing Agent, Tax Assessor and their assistants and clerks. In addition to the duties implied in the titles, the department is responsible for water meter billing, all elections except school board elections, property acquired by the township through foreclosures and some licensing.

### *Budget*

The township's fiscal year runs from January 1 to December 31. Each department prepares a statement of its needs. These are combined into a comprehensive municipal budget which must include all revenues and expenditures. This budget must be introduced no later than February 10. Public hearings are held and final adoption by the Board of Commissioners must take place by March 20. The budget must be submitted to the Director of Local Government Services in Trenton for final approval.

Since 1977 all New Jersey municipalities have been subject to spending limitations commonly known as "caps". The caps law restricts a municipality from spending more than five percent above the previous year's budget. The main purpose of the caps law is to limit the rise in property taxes by placing a ceiling on municipal spending.

### *Taxes*

Most local revenue is derived from taxes levied on real property on the basis of valuations determined by the Tax Assessor. Sources of income other than local property taxes include franchise taxes, gross receipts taxes, interest on investments, state aid, license fees and fines.

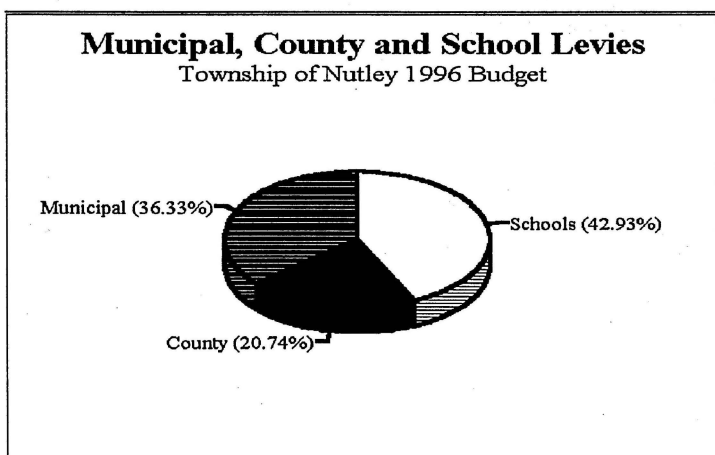
Title 54, Statutes of New Jersey, requires the local assessor to examine all property annually (both real and personal) and to fix a value consistent with the true value of all such property as of October 1. Under Title 54, all assessors must be certified by the State of New Jersey Division of Taxation. Seminars are held yearly to keep assessors current. In making



assessments, the Assessor refers to a manual of specifications and classifications prepared by the New Jersey Local Property Tax Bureau. The Essex County Board of Taxation has the authority to revise the tax duplicate (a listing of all property) of a local assessor. The property owner may appeal first to the local Tax Assessor, then to the County Board of Tax Appeal, and ultimately to the New Jersey Tax Court. Tax exempt properties comprise 8.1% of the valuation of all property in Nutley.

Nutley properties were reassessed in 1977 to bring the township into conformity with the Title 54 provision calling for 100% of true value assessment on all properties. It is recommended by the state that a township-wide reassessment program be undertaken every ten years.

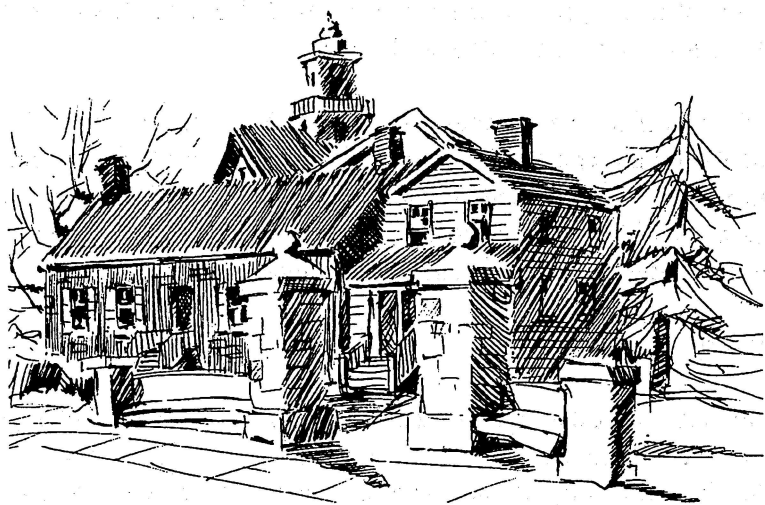
The township must raise funds through the property tax for municipal, school and county needs not funded from other sources . The tax rate varies each year in accordance with the township's needs and the total value of taxable property. The tax rate in 1996 was \$11.36 per \$100 assessed valuation for real property. Veterans and senior citizens within certain income requirements receive flat deductions of \$50 or \$200 respectively from their property tax. Information on who may qualify for these deductions may be obtained from the Township Clerk or the Tax Assessor.



In 1996 the total amount to be raised by taxes was \$55.85 million. Of this figure \$14,810,350 was for municipal purposes, \$27,802,388 for school purposes, and \$13,241,048 for Nutley's share of the county budget. In 1981 Nutley's total tax collection was \$21.8 million. The relative allocation of the municipal tax dollar for township, county and school was practically identical to what it is now, although the total amount collected in 1996 has more than doubled. Taxes are payable quarterly to the Tax Collector by the first of February, May, August, and November. The township acts as a collection agency for the county and the schools. Monies collected must be deposited within 48 hours to a state certified bank approved by the Board of Commissioners.

All expenditures of the Treasurer must be approved by the Board of Commissioners. Payrolls are also approved by the Civil Service Commission. All checks require more than one official signature. It is Nutley's practice to invest idle funds (primarily available on a short-term basis) in government securities and certificates of deposit. The state imposes a debt limit of three and one half per cent of the latest three year average of total assessed value. Nutley's current indebtedness is about 0.48%. The township may issue bonds only for capital improvements.

All purchases are under the control of the Purchasing Agent. Competitive bids are required on all goods and services costing \$11,900 or more. The lowest responsible bid must be accepted, subject to approval by the Board of Commissioners.



Woman's Club of Nutley  
216 Chestnut Street

# TOWNSHIP PLANNING

## *History*

Construction regulation began in 1910 when the first building ordinance was passed. The building code originally drafted in 1925 has been amended many times. The first effort toward township planning was made in 1920 by the township engineer, G.R.B. Symonds. Regulation of new real estate development and marking of streets with adequate signs were the first activities assigned to the newly created Planning Board headed by William A. Lambert, a builder and realtor.

In 1921 a professional planner was paid \$1,900 to zone Nutley. The subsequent ordinance passed in 1922 established six types of zones and their locations. In 1923 the settlement of a suit against the Nutley building department invalidated all zoning in New Jersey until the New Jersey state legislature passed the enabling legislation in 1928.

## *Planning Board*

The Planning Board is composed of the Mayor, a commissioner appointed by the Mayor, a township official appointed by the Mayor (presently the Nutley Construction Official), and six volunteer citizens also appointed by the Mayor to serve four year overlapping terms. In addition, the Board has an advisory committee, currently consisting of a representative of the Board of Education and two citizens who also serve as alternates and who may vote in the absence of one of the citizen members of the Board. Alternates and advisors serve two year terms.

Advisory committee members work with the Planning Board on committees such as zoning, streets, parking, parks and public property. There are no technical qualifications for appointment to this Board, but in recent years efforts have been made to appoint citizens of diverse backgrounds and professions.

Under the 1979 New Jersey Municipal Land Use Law and local ordinances the function of the Planning Board is to create policies for the future development and redevelopment of the township. In this capacity,

the Planning Board prepares the township's Master Plan which is submitted to the Board of Commissioners for adoption. The first Master Plan was adopted by the commissioners in 1978 and the zoning ordinance implementing the plan was enacted in early 1979 as required by the Land Use Law. Since that time the Master Plan has been revised on a regular basis as required by law. The most recent revision occurred in 1991. It must once again be revised or updated in 1997. The Planning Board also recommends to the commissioners changes in the township's zoning ordinance to keep the ordinance current with the Master Plan or changing conditions in the township.

The Planning Board has the power to grant subdivisions, to approve conditional use applications, to grant variances from lot area, setback and yard requirements related thereto, and to grant site plan approvals. There is no professional staff with the exception of an attorney; however, a planning professional is retained by the Board in a consulting capacity to carry out local studies requested by the Board. All meetings of the Planning Board are subject to the provisions of the Open Public Meetings Act ("Sunshine Law").

### ***Zoning Ordinance***

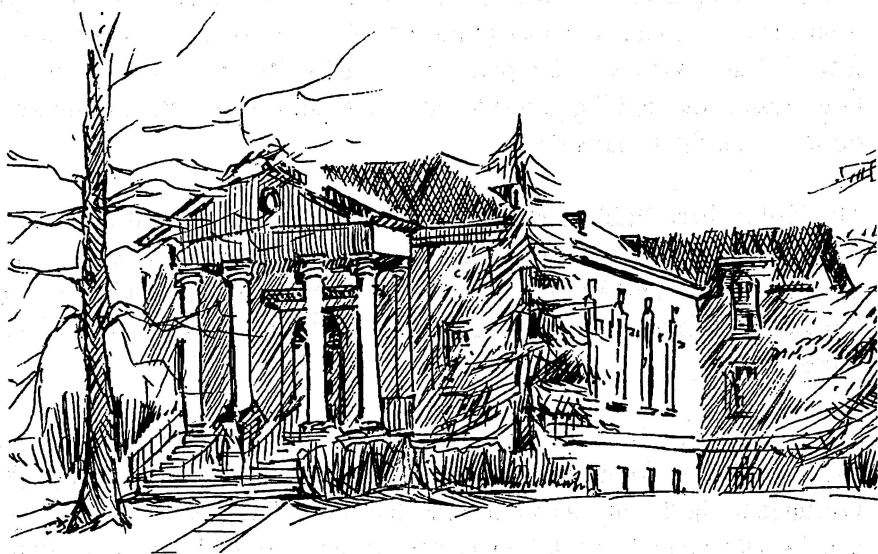
The purpose of Nutley's zoning ordinance is to divide the township into various zones, such as residential, business and manufacturing, and to regulate the land uses permitted in these zones. In addition it establishes appropriate regulations concerning lot size, building height, lot coverage, yard dimensions, parking requirements and in general strives to prevent overcrowding and encourage the most appropriate use of land. Non-conforming uses existing at the time a new ordinance is enacted may be continued.

### ***Permits***

All exterior and interior structural changes, fences, additions, external air conditioning units and swimming pools require a building permit. Application for a permit is made at the Zoning Office of Township Hall.

## ***Zoning Board of Adjustment***

While the Planning Board is generally concerned with policy and makes recommendations to the commissioners, the Zoning Board of Adjustment is a quasi-judicial entity. It decides appeals for variances from the terms of the zoning ordinance. This Board is composed of seven volunteer citizens appointed by the Mayor for overlapping four year terms and two alternates serving two year terms. When an appeal for a variance is directed to this Board its function is to conduct public hearings and to rule in accordance with the best interests of the township, the neighborhoods concerned and the arguments of the appellants. Appeals from the rulings of the Zoning Board of Adjustment are directed to the Superior Court excepting appeals from a decision granting a use variance which may be taken to the Board of Commissioners. All meetings of the Zoning Board are subject to the Sunshine Law.



Nutley Free Public Library  
Booth Drive

## PUBLIC LIBRARY

In 1896 a private library with an annual subscription fee of \$3.00 was established in a small building donated by James R. Hay opposite the Nutley Railroad Station on Highfield Lane. In 1904 the Nutley Library moved from its original site on Highfield Lane to 381 Passaic Avenue and remained at Passaic Avenue for ten years as a private library. The original intention of the sponsors was to give the books over to the Township of Nutley when a location for a library was found. When an Andrew Carnegie grant provided funds for a new public library the 3,000 books were moved from Passaic Avenue to the present site at Booth Drive. The former library was converted into a residence with the unusual feature of a circular tower on the south side.

The Nutley Free Public Library designed by Armstrong and DeGelleke was opened in August 1914. In January 1942 a three-story addition designed by Behee and Kramer was opened to the public. This addition was funded through a Federal Works Project Administration Grant and local funds.

On August 25, 1980, a 65 foot by 40 foot section of the second floor ceiling collapsed knocking over bookcases and causing severe damage. Fortunately the library was closed at the time. The cracked ceiling had been weakened by leaks during a series of rainstorms. It took five months to repair at a cost of \$61,800 paid by insurance. During the repairs only the first floor was open for service. Books were moved downstairs and, when possible, librarians would retrieve books from upstairs as requested by patrons.

The dedication in October 1990 of a third addition and renovation designed by James Goldstein and Associates completed the current library facility. With this addition, the library was expanded to 20,000 square feet, while preserving the historic appearance of the original Carnegie structure. The project was funded through township bonds, a New Jersey State Library Construction grant, library reserve funds and monies raised through the efforts of Friends of the Nutley Public Library.



## ***Board of Trustees***

The library is governed by a Board of Trustees consisting of five citizens appointed by the Mayor for five year terms and two ex-officio members—the Mayor and the Superintendent of Schools or their delegates. The Board decides library policy, appoints the library director, provides for building maintenance and safety, prepares and administers the budget for staff salaries and other library services and expenses.

The library is funded by the township, state aid, fines, fees, and donations. There are three permanent memorial funds: The Butler Fund, the Chenoweth Fund and the Stark Fund. Eighty percent of the interest from these funds is used each year for the purchase of books and other materials. The library welcomes additional donations to these funds as well as gifts of books.

## ***Staff***

The library staff consists of a director, five professional librarians, a supervising library assistant, six library assistants, four part-time library assistants, several student workers and maintenance personnel.

## ***Collections***

The library maintains a collection of approximately 90,000 books: 65,000 adult, young adult and reference volumes and approximately 25,000 children's books. Additionally, the library provides books-on-tape, large print books, compact music discs and a circulating video collection. Participation in cooperative borrowing programs with other libraries provides our residents with access to an additional three million items.

In 1996 the library became the 70th member of the Bergen County Co-operative Library System (BCCLS). The library is fully computerized and the holdings of all the BCCLS libraries are available, as well as various on-line computer services. The computer system is designed to be accessible 24 hours a day via modem. The library is also a member of the "Reciprocal Borrowing Libraries" of Essex County and the New Jersey Library Network.

## ***Reference***

The reference department maintains a community information service which lists nonprofit organizations and clubs, public or private, in Nutley. In addition the reference staff maintains a subject index to *The Nutley Sun*. The librarians answer approximately 25,000 questions each year.

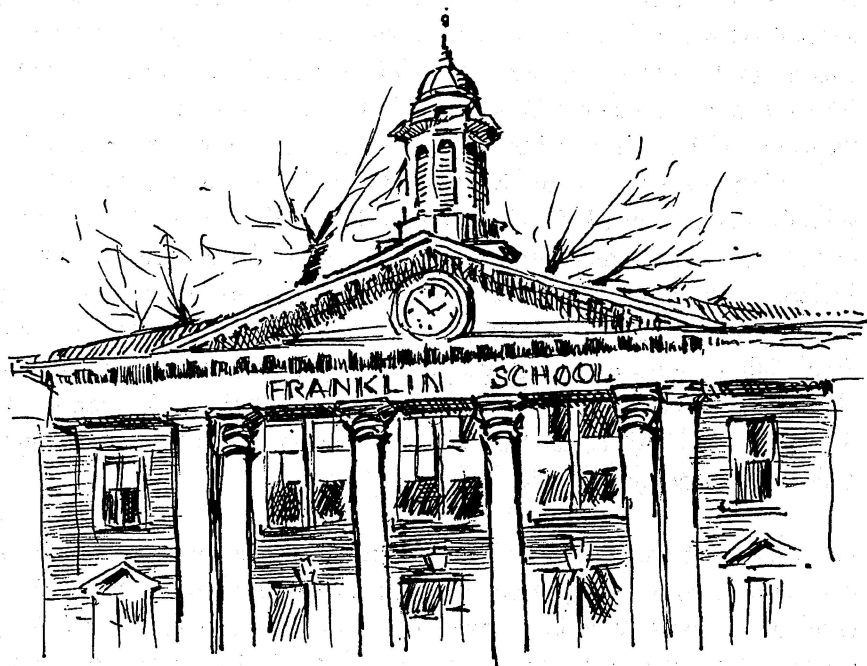
## ***Additional Services***

The library provides free delivery and pickup of books for shut-ins. Information about services available to the visually impaired may be requested. The library offers a weekly video program for adults and special programming for young adults.

The children's department of the library serves young people through the sixth grade. Story times for toddlers and preschoolers are scheduled throughout the year. Special events scheduled during the year have included a summer reading program, puppet and magic shows, feature videos, live theater, craft demonstrations and nature programs. Information about children's department activities is published in the department's *Bookworm*, a bi-monthly newsletter available in the library and distributed to all elementary school students in the community.

## ***Membership***

All Nutley residents and those employed or attending school in the community are entitled to library cards at no charge. An annual fee is charged to others. The premises and facilities are used for community purposes such as exhibits, displays, programs and events, as well as for meetings of local nonprofit groups. A wall-hanging system has been installed on the first floor to accommodate exhibits by local artists and photographers.



Franklin School  
325 Franklin Avenue

# **PUBLIC SCHOOLS**

## ***History***

The first school in the area now known as Nutley was established in 1794 in the Old Stone School House at the corner of Passaic Avenue and Avondale Road (now Park Avenue). On the other side of the Third River a school on Water Cress Patch (now Bloomfield Avenue and Centre Street) was in use by 1815. The present Historical Society Building on Church Street was erected as a school in 1875. The latter schools were consolidated in 1889 and a high school was organized with classes on the first floor of the Passaic Avenue School. The Park School (the current high school) was built in 1894. It became the Junior High School in 1934 and in 1959 after major renovation became the Senior High School. Franklin School, built as a high school in 1927, has been used for seventh and eighth grades since 1959. Nutley currently has five elementary schools. Two Catholic schools, St. Mary's School (1921) and Holy Family School (1950) were consolidated in 1992 as Good Shepherd Academy. The Assembly of God Christian School established in 1986 became the Abundant Life Academy in 1995.

In March 1875 a public school library opened with an appropriation from the State of New Jersey. Books were probably housed in the three elementary schools-Avondale, Duncan Homestead and Church Street-and the High School in what is now Township Hall. In 1905 one room on the second floor in Park School was set aside for library use. When an addition to Park School was completed in 1907 a room on the first floor was assigned for the library. It was staffed by the Women's Public School Auxiliary and the Nutley Friday Afternoon Club. The first traveling library of 50 books was received from the State Library Commission in 1906.

## ***Board of Education***

The Board of Education consists of nine citizens chosen by the electorate of Nutley. It works with the Superintendent of Schools and the Business Administrator in planning school policy, developing the school budget and maintaining facilities. The Board has the legal responsibility for ap-

proving courses of study and staff appointments proposed by the Superintendent. The Board approves all expenditures of school funds. It is also responsible for maintaining accounting procedures consistent with state regulations and providing for an annual audit of all school funds by a certified public accountant.

Any literate citizen, 18 years of age or older and a resident of Nutley for at least two years, may be on the ballot for election to the Board of Education by presenting a petition signed by a minimum of ten registered Nutley voters. Of the nine members of the Board, three are elected each year for a three-year term. Members receive no remuneration and may serve for an unlimited number of terms. Board policy provides the guidelines for the administration of the school system.

### ***Administration***

In New Jersey the authority and responsibility for public education is shared between the state and the local school districts. Local authority and initiative are balanced by state control and supervision. The State Board establishes rules and regulations to carry out the school laws in Title 18A and the Commissioner of Education and his assistants administer the regulations. The Nutley Board of Education functions independent of the municipal government. It establishes policy for the school system. The school board and commissioners consult and cooperate on matters of mutual concern.

### ***Chief Administrative Officers***

The Nutley public schools have dual executive control. The Superintendent of Schools has jurisdiction over all educational aspects, while business and allied functions are under the jurisdiction of the Business Administrator. The Business Administrator also serves as Secretary to the Board of Education. The Superintendent is the chief educational officer and the school system's nonvoting representative to the Board of Education. He exercises general supervision over the instruction in the schools including curriculum, special services, staff, textbooks and class size.

The Secretary-Business Administrator is the chief financial and business

officer of the Board of Education. As an officer of the Board, he must attend all board meetings and has the right to speak on financial and business matters, but has no vote. His duties include preparation of the budget, oversight of school building maintenance, rentals, purchasing, payroll, building plans and cafeterias.

Final authority for employing these executive officers, as with all school personnel, rests with the Board of Education. The Superintendent of Schools must have a New Jersey school administrator's certificate, a Master's Degree with a concentration of credits in educational administration and supervision, and a minimum of three years experience in school administration. The Secretary-Business Administrator must have a New Jersey business administrator's certificate and experience in education, business accounting and personnel work.

### ***Other Administrative Staff***

The Assistant Superintendent of Schools, under the direction of the Superintendent, is responsible for the educational program and supervision of administrators and professional staff. The basic qualifications for this position are similar to those for the Superintendent.

School principals are responsible for the total operation of their schools. They are required to have a New Jersey principal's certificate, a Master's Degree with a concentration of college credits in educational administration and supervision, and a minimum of three years teaching experience. The high school has a vice-principal who reports to the principal of the high school and assists in all phases of administration and supervision.

The Director of Special Services is responsible for the organization, administration and coordination of all services of the Child Study Team, placement of special education students in and out of the district and all medical services in the schools.

### ***Teachers and Staff***

In the 1995-96 school year the Nutley schools had 265 educational positions including teachers, department chairpersons, guidance personnel,

school nurses, librarians, and special services personnel. Additionally there were 24 part-time teachers employed as supplemental instructors for mandated state and federal educational programs. All teachers must be certified by the state and hold minimally a Bachelor's Degree.

The district also employs a support staff of 158 positions, including school aides, secretarial, clerical, custodial and maintenance personnel, grounds keepers, food service workers, bus drivers, and part-time personnel. All district personnel are paid according to salary schedules adopted by the Board of Education as a result of contract agreements negotiated between the Board and employee representatives. These salary schedules are available for public examination at the Board of Education Office, 375 Bloomfield Avenue.

### ***Special Services***

Two and one-half child study teams, each consisting of a psychologist, a learning disabilities teacher consultant and a social worker, are employed to identify, evaluate, and plan suitable educational programs appropriate for children experiencing difficulty in learning. Two and one-half speech therapists are employed for pupils with speech problems. Screening occurs at kindergarten level and by teacher referral.

### ***Curriculum***

Courses of study and textbook selections are studied and recommended by committees comprised of teachers and administrators. Recommendations are subject to the approval of the Superintendent and the Board of Education. Courses of study are available for public review. Nutley High School offers a comprehensive curriculum for the college-bound student, the business/secretarial student, and the pre-vocational/technical student. Cooperative work-experience (work study program) is available to qualified seniors.

For graduation from high school 120 credits are required. These credits must include four years of English, four years of physical education, four years of health, three years of history, two years of science, three years of mathematics, one year of fine or industrial arts and career educa-

tion. These are chosen from approximately 146 courses offered at the high school.

## ***Guidance***

The goal of the Guidance Department of Nutley High School is to assist each student in developing life skills and achieving academic success. In order to reach these goals, the Guidance Department has developed a student-centered program based on the individual needs of each student across all grade levels. The program is developmental in nature, emphasizing the sharpening of decision-making skills at the student's own rate. The Guidance Department may also be used by students who have completed their formal education at Nutley High School. Counseling students on college transfers, on personal and social problems, and on requirements for a high school equivalency diploma are examples of these services.

## ***Programs for Academically Talented Students***

Two programs sponsored by the Nutley Board of Education for academically talented students are the Cultivating Academic Talent (CAT) and VECTOR programs. The CAT program for selected fifth and sixth graders is held Saturday mornings during the school year for 20 weeks. Pupils participating are given an opportunity to study subject matter within their own fields of interest. Field trips, guest speakers and community activities augment the two and one half hour classes.

The VECTOR program for academically talented seventh and eighth grade pupils offers advanced courses in English, Science, Mathematics and Social Studies. Daily activities encourage independent study skills and development of thinking skills, analysis, synthesis and evaluation. The High School also offers a number of honors and advanced placement courses.

## ***Summer School***

The Board of Education provides a tuition-free six week summer school for Nutley students in grades seven through 12 who have failed courses. A student may not enroll in more than two courses and will receive make-



up credit for successful completion of course(s).

### ***Extracurricular Student Activities***

A number of extracurricular activities are available to Nutley students. All schools offer intramural sports and a variety of club activities.

### ***Transportation***

No home in Nutley is more than two miles from an elementary school or two and a half miles from the high school; therefore, school bussing is not required by state regulations. The school district owns 20 vehicles used for transporting handicapped students, athletic teams and students on field trips.

### ***Community Use***

Community groups are permitted and encouraged to use the school facilities when such uses will not interfere with the school program. Parent-Teacher Associations, student organizations, scout groups and certain other community groups may use school facilities free of charge. Other groups pay a fee on a schedule established by the Board of Education.

### ***Finance***

The major source of revenue for schools is the local property tax. The balance of revenue comes from other sources as state and federal aid, tuition, appropriations from balances, and miscellaneous. The only means to increase funds for schools, other than raising taxes, is through bond issues which must be approved by the voters.

Preparation of the annual budget begins in September each year for the next school year. Principals are asked to submit requests for equipment, supplies, and repairs. These are compiled, priced and evaluated in October. The Superintendent and Secretary-Business Administrator formulate a tentative budget and submit it to the Board budget committee in November. The budget committee submits the budget to the full Board with its recommendations for change. The full Board modifies, finalizes

and adopts a tentative budget, which is submitted to the County Superintendent. The County Superintendent reviews the budget for accuracy and adequacy, after which the budget is advertised and then presented to the citizens in a public hearing in April. A budget book and budget brochure are prepared to explain budget detail and other facts relative to tax impact and comparisons with other school districts. The brochure is mailed to all residents of the township prior to the school election.

If approved the district taxes required to support the budget are certified to the municipality and to the County Board of Taxation. If the voters reject the budget the Board of Commissioners must certify to the county the total amount that they decide is necessary. If the Board of Commissioners fail to certify the budget the State Commissioner of Education shall make the determination.

### ***School Statistics      1996-97***

#### ***Secondary***

School	High School	Junior High
Grades	9-12	7-8
Year Built	1926	1928
Last Addition	1955	-
Play Acres	3	1
Classrooms	72	30
Auditorium Seats	720	745
No. of Students	1000	514
Special Ed. Students	62	41

#### ***Elementary***

School	Lincoln	Washington	Yantacaw	Spring Garden	Radcliffe
Grades	K-6	K-6	K-6	K-6	K-6
Year Built	1915	1911	1902	1917	1955
Last Addition	1928	1927	1929	1927	1967
Play Acres	3	3	3	3	2
Classrooms	31	23	24	25	18
Auditorium Seats	302	369	313	320	620
No. of Students	432	444	513	391	338
Special Ed.	44	0	0	20	0



Franklin Theatre  
510 Franklin Avenue

## COMMUNITY LIFE

Nutley has many civic, social, educational and recreational organizations available for all age groups. Two newspapers, the *Nutley Sun* and the *Nutley Journal*, are published weekly. OBC-TV, Nutley's cable TV station, is available to subscribers of TCI of Northern New Jersey. Listed below is a cross section of the varied organizations in the township. The library also has a list of contact people for most groups in the township.

The Nutley Free Public Library and some churches offer play groups and provide preschool programs. There are several day care and nursery facilities available in the township. The recreation department provides craft, dancing and theater programs for elementary school children. Many churches and schools sponsor **Boy Scout** and **Girl Scout** programs. The Montclair YMCA offers **Indian Guide** and **Princess** programs to Nutley children.

The **Special Young Adults** provides an atmosphere of acceptance and accomplishment to developmentally disabled people over 21 years of age. Their building at 83 Franklin Avenue is used for instruction and creative learning experiences in a closed workshop atmosphere.

The **Jaycees** (ages 18-35) encourage members to be active in community service projects, sports and socials. Annually they present awards to one young (under 35 years of age) adult, and to four other individuals who have excelled in the fields of business, public health and safety, education and community service.

In cooperation with the schools, Juvenile Aid Bureau, courts and churches, the **Nutley Family Service Bureau** provides professional group and individual counseling to any family or individual who lives or works in Nutley. The **Women's Auxiliary of the Nutley Family Service Bureau**, in conjunction with the *Nutley Sun*, raises funds to provide a camping experience for needy Nutley children. The auxiliary operates the Thrift Shop on Chestnut Street. It also financially supports the Bureau through the proceeds of a cocktail party, fashion show and annual Charity Ball. The September Social brings together the leaders of all organizations and educational and civic leaders.

The **American Association of University Women** is open to any woman who has received a baccalaureate or higher degree from an approved college. The purpose of the AAUW is the advancement of knowledge in all fields, responsibility in meeting social needs and the advancement of women. Each year money is raised for scholarships and fellowships to aid high school students in attaining higher education.

The **League of Women Voters** is an organization of women and men interested in informed and active participation in government. The League is actively involved in registering voters, sponsoring candidates' nights and distribution of voter information sheets. The League also studies various issues on the national, state, county and local levels. The League has lobbyists in Trenton and Washington to encourage the passage of legislation in accordance with its positions. Membership is open to all citizens age eighteen or older.

The **Academic Booster Club** is a group dedicated to promoting greater interest in and support for the Nutley educational system. Its goal is to encourage students to reach their full academic potential. Its activities include sponsorship of the "Let's Learn" summer program, a science fair and other academic competitions. The Academic Booster Club provides two scholarships each year for Nutley High School seniors.

The **Nutley Little Theater**, founded in 1934, is a nonprofit group of volunteer actors and technicians who present quality entertainment at low cost. Every year the Little Theater produces a season of six or more plays staged in a converted jam factory known as the "barn" located at 47 Erie Place. Benefit performances are staged for local charities and nonprofit service agencies.

The **Nutley Historical Society** maintains The Nutley Museum at 65 Church Street. Its Ann A. Troy Gallery is open Tuesday evenings and the first and third Sunday afternoons for exhibitions of historical interest. The Historical Society has quarterly membership meetings as well as periodic special programs. The objective of the Historical Society is to collect and preserve historical material associated with Nutley.

The **Nutley Historic Restoration Trust** is a group interested in restor-

ing the township owned Kingsland Manor on Kingsland Street. The Manor is open the third Sunday of each month. A sewing group creates articles for sale at the annual Christmas boutique to help pay for restoration of the 18th century building. The Historical Society and the Historic Restoration Trust jointly sponsor the annual "Festival in the Park" in Memorial Park each September.

The **Van Riper Trust** is a group interested in restoring the Van Riper House. Various fund raising activities are conducted to finance the projected restoration.

The **Woman's Club**, a service organization of women over age 35, has both daytime and evening divisions. Their major goal is the preservation and upkeep of their 18th century clubhouse at 216 Chestnut Street. The Junior Woman's Club is open to ages 18 through 35 and a sub-junior division includes ages 14-18.

The **Nutley Adult School**, one of the oldest in the state, is totally funded by student tuition. A volunteer committee organizes and directs the school. Fall and Spring terms offer courses in business, computers, crafts, languages, art, educational and recreational fields.

The **Nutley Chapter of the American Red Cross** operates a disaster service with its chapter headquarters serving as a center of operations. Communication, information, financial aid and reporting are provided for the military and the Veterans Administration. The chapter also has an extensive civilian referral service and operates a food bank and medical equipment loan closet for residents. It helps with initial screening and recertification of clients for food stamps. A blood bank is held every two months in cooperation with the North Jersey Blood Center. Other services include medical transportation, a cancer dressing unit and courses in first aid and C.P.R.

The **Civic Celebrations Committee** presents an annual Easter Egg Hunt, a fireworks display on the 4th of July and the helicopter arrival of Santa Claus shortly after Thanksgiving.

Membership in the **Nutley Chapter of AARP** is available to the first 700

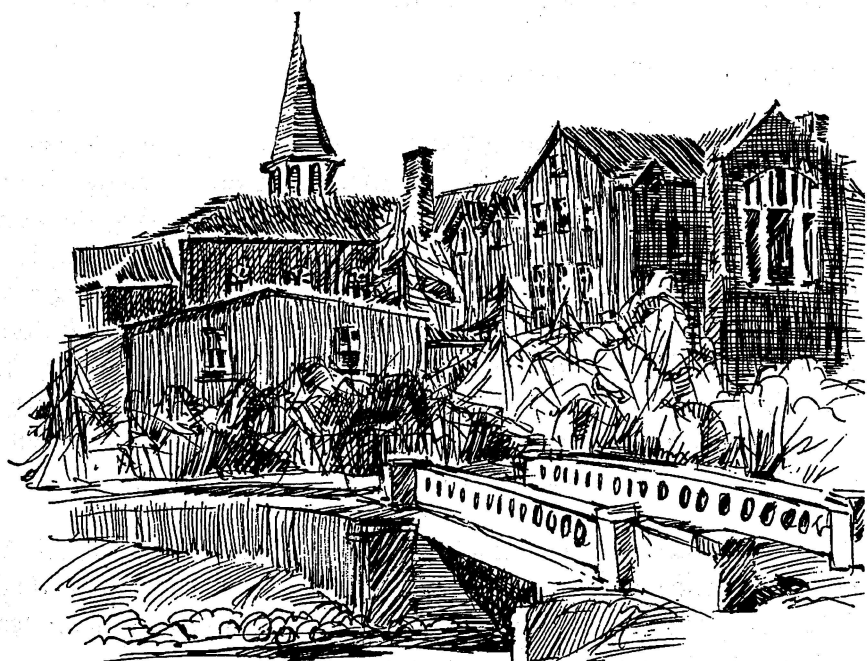
eligible people who register each year in January. The **Nutrition Program** provides hot lunches five days a week at the Parks and Recreation Building, 44 Park Avenue. The **Nutley Old Guard**, a chapter of a state organization, encourages members to become involved in civic affairs, as well as sharing fellowship and common interests. The **Nutley Golden Age Group** is a township-sponsored group of about 300 women who meet weekly for fellowship and entertainment. **Youth for Age**, a group from the high school, prepares and hosts a monthly "birthday party".

### *Nutley Senior Citizen's Housing*

Nutley Parkside Apartments at 7 William Street is a 134 unit facility for senior citizens. It is owned and operated by the nonprofit Nutley Senior Citizens' Housing Corporation. The corporation was formed by the Board of Commissioners in 1978. The trustees worked with professionals to plan the building and bring about necessary changes in the zoning ordinance. Using land purchased by the Board of Commissioners with Community Block Grant funds and deeded to the Housing Corporation, this \$7,000,000 facility was dedicated in 1984. Built with the aid of federal subsidies, HUD guidelines are observed. A percentage of the gross rent is paid to the township in lieu of taxes.

Professional management and a live-in superintendent are provided. All units have one bedroom and some are modified for the handicapped. Medical and social services are available by arrangement with nursing services and the Nutley Family Service Bureau.

The "Friends of Nutley Parkside" was organized by the trustees to raise funds and accept donations for social activities.



Vincent United Methodist Church  
Vincent Place  
As viewed from Yanticaw Park



## IMPORTANT INFORMATION

Canvassers and salespersons are required to obtain permits from the Police Department. Residents should ask to see these permits.

Between mid-October and mid-December leaves may be raked into the streets to be picked up by the Public Works Department. At all other times leaves must be bagged for pickup.

Curbside recycling is required by state and local ordinance. Newspapers, glass, aluminum and plastic are picked up on the day following the first garbage pickup of the week.

Building permits are required for construction, additions, fences or structural changes. Applications are available at the Township Hall.

All dogs must be licensed by the township each year. Licenses can be applied for at Township Hall. Rabies shots are given free of charge to dogs and cats each spring. Notice of the dates is placed in the local newspaper.

Dogs are not permitted to run at large. When away from the owner's property a dog must be leashed and accompanied by a responsible person. Dog walkers must curb their dogs and clean up after them. Failure to do so may result in a summons and fine.

Private in-the-ground swimming pools must be fenced.

Shoveling or plowing snow from private property on to township streets is a violation of township ordinance. Sidewalks must be cleared within 24 hours after a snowfall.

Certificates of death, birth or marriage may be obtained from the Health Department.

Extra copies of this book may be purchased from Margaret Farabaugh at 667-3784.

## TOWNSHIP OFFICES AND MEETINGS

### Township Hall

Open weekdays 8 a.m. to 4:30 p.m.

Kennedy Drive.....284-4951

Police and Fire Departments.....284-4940

**For emergency only.....911**

### School Administration Building

Open weekdays 8 a.m. to 4:30 p.m.

374 Bloomfield Avenue..... 661-3500

### *Township Meetings*

#### Board of Commissioners

1st & 3rd Tuesday

Township Hall..... 7:30 p.m.

#### Board of Education

4th Monday

School Administration Building..... 8:00 p.m.

#### Zoning Board of Adjustment

3rd Monday

Township Hall ..... 7:30 p.m.

#### Planning Board

1st & 3rd Wednesday

Township Hall ..... 7:30 p.m.

#### Library Board

4th Tuesday

Library (Booth Drive)..... 7:30 p.m.

#### Municipal Court

Contact Court Clerk for Hours

Public Safety Building (Chestnut Street)

