

Revised - Do not circulate

Township
Manager

TOWNSHIP OF TEANECK
NEW JERSEY

THE PROPOSED
1939 BUDGET
FOR
MUNICIPAL EXPENDITURES ONLY

To the Taxpayer:

The Council of the Township of Teaneck herewith submits to you for your information and consideration, the proposed Budget for 1939. This Budget is set up in accordance with the Cash Basis requirements of the New Jersey Budget Act.

This Budget does not include the taxes levied by the School, County or State, though the amounts required by these agencies are included in, and make up the major portion of your tax bill.

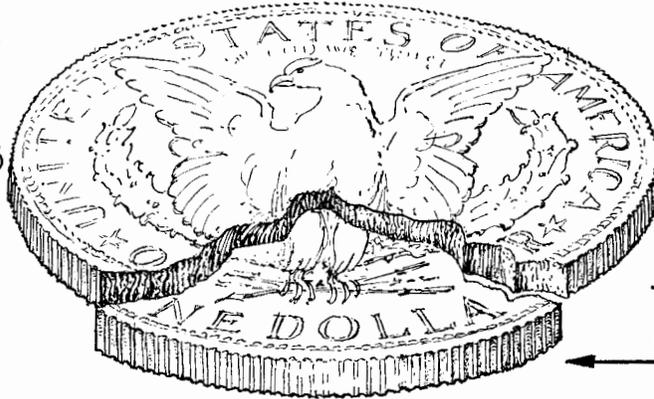
The Council exercises no control over the expenditure of sixty-four cents of your tax dollar, but they do wish you to be thoroughly familiar with the way the THIRTY-SIX cents, for which they are responsible, is spent. The portion of the tax dollar required for Township purposes has decreased from forty-four cents in 1931 to thirty-six cents in 1938.

The explanatory material accompanying this budget is that submitted to us by the Township Manager, and constitutes a report by him to the Taxpayer of the past year's operations.

Should you desire any further information, we suggest you obtain it at the Town Hall prior to the public hearing. Such public hearing is provided to permit the taxpayers to present their views for the consideration of the Council.

THE BREAK-UP OF THE TAX DOLLAR

SCHOOLS
COUNTY
STATE
64 CENTS



TOWNSHIP
36 CENTS

ALLOCATION OF TOWNSHIP'S SHARE

| | |
|---|--------------------|
| PROTECTION TO PERSONS & PROPERTY | 12.1¢ |
| POLICE • FIRE • HYDRANTS | |
| DEBT DEFICIENCY AND RESERVE | 10.8 |
| STREETS AND ROADS | 4.1 |
| REPAIR AND MAINTENANCE • STREET LIGHTING • SHADE TREES | |
| GENERAL GOVERNMENT | 3.5 |
| ADMINISTRATION • ASSESSMENT AND COLLECTION OF TAXES • LEGAL ENGINEERING • PURCHASING • UP-KEEP PUBLIC BUILDINGS | |
| RECREATIONAL AND EDUCATIONAL .. | 2.4 |
| LIBRARY • PARKS | |
| HEALTH AND CHARITIES | 1.9 |
| DEPARTMENT OF HEALTH • CLINIC RELIEF | |
| SANITATION | 1.2 |
| SEWERS • STREET CLEANING | |
| | TOTAL 36.0¢ |

TOWNSHIP OF TEANECK
NEW JERSEY
TOWNSHIP BUDGET
1939

GENERAL NOTE

There is again presented to you, the Taxpayers of Teaneck, the proposed budget for the Township of Teaneck. The budget as submitted, while it provides for moderate increases in services in various departments, calls for the raising by taxation of approximately the same amount of money as was raised by taxes in 1938.

Reference to the chart at the back of this booklet will show that the amount raised for Township purposes by taxation, since 1931, has remained practically constant, in spite of about a 50% increase in population, and in spite of the expansion of services, new capital investments and the shouldering of the relief load.

This is also the first budget which has been submitted under the new Cash Basis Act of the N. J. State Legislature. Teaneck is able to adopt the cash basis requirements of the Act in full without the necessity of refunding any obligations, and without increasing taxes. This is possible because, during the past eight years, we have virtually been operating on a cash basis, and have, from time to time, set aside sufficient reserves so that at present all our assets, good and doubtful, have 100% reserves set aside against them. Even after this has been done there still remains a current surplus of \$159,667.59. Of this amount \$129,179.90 is in actual cash.

In effect the "cash basis budget" means that allowance must be made in the Township budget for the uncollected taxes of the previous year, and an "overlay," that is a reserve for uncollected taxes, must be included in each year's budget. The principle behind this reserve is that it must be of such an amount that if only the same percentage of current taxes is collected in the current year as was collected the previous year, still enough cash will have been collected to meet the budget appropriations. It makes imperative the close and quick collection of all delinquent taxes to prevent a raise in the tax rate.

The form of the budget is also somewhat different from that of previous years. In order that budgets of the various municipalities in New Jersey might be readily compared, and in order that they may be brought into agreement with the requirements of the National Census, the State Department of Local Government has issued explicit instructions as to the form the budget is to take. Consequently this year our appropriations are broken up into two items, one for personal services, and the other for items other than personal services. In many cases the division is rather arbitrary, but with a year or more experience with this type of budget, a better estimate can probably be made in the case of each item as to its division.

Finally, under the requirements of a cash basis budget, the amount to be raised by taxation for the Township is arrived at differently than it has been heretofore. Previously this figure was arrived at as being the balancing figure between the estimated receipts and the estimated expenditures. Under the present form it is necessary to find the amount of money to be raised by taxation, as has been done previously, with the exception that under "anticipated receipts" the municipality is permitted to anticipate the receipt of delinquent taxes. When the amount of money, or balancing figure, between income and outgo is determined, it is now necessary to add to this figure the amount of taxes to be raised for State, School and County, and then to increase our overlay of these taxes by an amount sufficient to compensate for the loss in current collections. Under this plan, any increase in the amount to be collected by any of the other taxing agencies reflects also in the amount to be raised in the Township budget. For instance, if any one of these agencies increases their budget, say by \$20,000., then the Township would have to raise, in addition to this \$20,000., an amount depending upon its past year's experience in the collection of current taxes. Supposing this had been 80%, then the Township would have to include in its budget an additional \$5,000., so that if only 80% of the taxes were again collected, 80% of the \$25,000. would produce the \$20,000. by which the other taxing agency had increased their budget. Eventually, of course, when any portion of the uncollected taxes is actually collected by the Township, the Township would then get the benefit of such collections in their anticipated revenues.

ANTICIPATED REVENUES

| GENERAL REVENUES | 1939 ANTICIPATIONS | 1938 ANTICIPATED | REALIZED IN CASH IN 1938 |
|---------------------------------------|-------------------------------|-----------------------------|-------------------------------------|
| A—Surplus Revenue Non-Cash | \$ 10,000.00 | | |
| B—Licenses | | | |
| 1—Liquor | \$13,800.00 | \$ 14,000.00 | 13,840.00 |
| 2—Dog | 3,250.00 | 2,900.00 | 3,298.00 |
| | 17,050.00 | 16,900.00 | 17,138.00 |
| C—Fees and Permits | | | |
| 1—Building | 3,850.00 | 2,700.00 | 3,878.50 |
| 2—Fire | 2,100.00 | 2,200.00 | 2,100.00 |
| 3—Township Clerk | 2,000.00 | 1,500.00 | 2,006.75 |
| 4—Health | 3,700.00 | 3,200.00 | 3,781.00 |
| 5—Planning and Adjust- ment Boards | 50.00 | 45.00 | 90.00 |
| 6—Engineering and Public Works | 1,200.00 | 1,000.00 | 1,240.99 |
| 7—Tax Searches | 1,950.00 | 1,900.00 | 1,965.75 |
| | 14,850.00 | 12,545.00 | 15,062.99 |
| D—Fines and Costs | | | |
| 1—Magistrate | 1,600.00 | 2,700.00 | 1,621.40 |
| 2—Library | 750.00 | 800.00 | 788.56 |
| | 2,350.00 | 3,500.00 | 2,409.96 |

| | 1939 ANTICIPATIONS | 1938 ANTICIPATED | REALIZED IN CASH IN 1938 |
|--|-----------------------|-----------------------|-----------------------------|
| E—Rentals | 1,450.00 | 500.00 | 1,462.13 |
| F—Interest & Cost on Taxes | 25,300.00 | 25,000.00 | 25,332.12 |
| G—Interest & Cost on Assessments | 14,200.00 | 19,000.00 | 14,237.93 |
| H—Interest on Deposits | 4,500.00 | 4,000.00 | 4,583.34 |
| I—Franchise Taxes of 1939 | 54,764.25 | 42,900.00 | 40,992.53 |
| J—Gross Receipt Taxes of 1939 | 16,717.83 | 12,000.00 | 9,895.00 |
| K—Bus Receipts Tax | 2,150.00 | 1,500.00 | 2,152.14 |
| L—Interest on Tax Title Liens 1934 & Prior | 10,000.00 | 19,000.00 | 10,001.65 |
| M—Interest on Tax Title Liens 1935 & Subsequent | 3,700.00 | 3,700.00 | 4,084.57 |
| N—Franchise & Gross Receipt Taxes of 1938 | 20,594.55 | | |
| O—Receipts for Delinquent Taxes | 301,445.43 | | |
| P—Special Items of Special Revenue Anticipated With Prior Writ- ten Consent of Local Govern- ment | | | |
| 1—Capital Surplus (CASH) | 11,127.61 | 16,078.56 | 16,078.56 |
| 2—Trust Surplus (NON-CASH) | 1,853.61 | | |
| Total Miscellaneous Revenues | 512,053.28 | 176,623.56 | 163,430.92 |
| AMOUNT TO BE RAISED BY TAXATION | | | |
| Local Purpose Tax | 508,018.21 | 507,878.33 | |
| Local District School Tax | 594,259.75 | 591,809.75 | |
| County Taxes | 213,803.82 | 213,803.82 | |
| State Taxes | 86,713.30 | 86,713.30 | |
| Total of General Budget Revenues | 1,402,795.08 | 1,400,205.20 | |
| Emergencies Authorized in 1938 | | 3,500.00 | |
| TOTAL | \$1,914,848.36 | \$1,580,328.76 | |

1939 APPROPRIATIONS

| Item | Personal Service | Other Than Personal Service | Total | Appropriated 1938 | Expended 1938 |
|--|---------------------|-----------------------------------|------------------|----------------------|------------------|
| I. GENERAL GOVERNMENT | | | | | |
| A. Administrative and Executive | | | | | |
| 1. Council | \$ 2,500.00 | | | \$ 2,500.00 | \$ 2,500.00 |
| 2. Township Manager | 8,000.00 | | | 8,000.00 | 8,000.00 |
| 3. Township Clerk | 500.00 | | | 500.00 | 500.00 |
| 4. Deputy Township Clerk | 2,500.00 | | | 2,300.00 | 2,300.00 |
| | 13,500.00 | | 13,500.00 | 13,300.00 | 13,300.00 |
| B. Assessment & Collection of Taxes | | | | | |
| a—Assessment | | | | | |
| 1. Assessor | 4,000.00 | | | 4,000.00 | 4,000.00 |
| 2. Clerks | 4,000.00 | | | 3,800.00 | 3,800.00 |
| 3. Supplies | | 1,000.00 | | 1,000.00 | 1,978.42 |
| | 8,000.00 | 1,000.00 | 9,000.00 | 8,800.00 | 8,778.42 |
| b—Collection of Taxes | | | | | |
| 1. Tax Collector | 3,300.00 | | | 3,300.00 | 2,389.16 |
| 2. Asst. Collector | 2,100.00 | | | 2,000.00 | 2,000.00 |
| 3. Search Officer | 2,100.00 | | | 2,000.00 | 2,000.00 |
| 4. Clerks | 6,100.00 | | | 5,800.00 | 5,900.08 |
| 5. Tax Sale | | 750.00 | | 750.00 | 500.68 |
| 6. Delinquent Personal Tax Collection | 1,500.00 | | | | |
| | 15,100.00 | 750.00 | 15,850.00 | 13,850.00 | 12,789.92 |
| C. Department of Finance | | | | | |
| 1. Treasurer | 500.00 | | | 1.00 | 0.00 |
| 2. Asst. Treasurer | 2,100.00 | | | 2,000.00 | 2,000.00 |
| 3. Clerk | 1,500.00 | | | 1,500.00 | 1,500.00 |
| 4. Auditors | | 4,000.00 | | 3,500.00 | 3,626.47 |
| | 4,100.00 | 4,000.00 | 8,100.00 | 7,001.00 | 7,126.47 |
| D. Engineering & Inspection | | | | | |
| 1. Township Engineer | 1.00 | | | 1.00 | 1.00 |
| 2. Asst. Engineer | 3,200.00 | | | 3,000.00 | 3,000.00 |
| 3. Eng. & Inspectors | 4,000.00 | | | 3,000.00 | 4,109.11 |
| 4. Building Inspectors | 4,600.00 | | | 4,300.00 | 4,299.60 |
| 5. Clerk | 1,500.00 | | | 1,500.00 | 1,500.00 |
| 6. Supplies & Insurance | | 1,200.00 | | 1,000.00 | 1,186.43 |
| | 13,301.00 | 1,200.00 | 14,501.00 | 12,801.00 | 14,096.14 |

| Item | Personal Service | Other Than Personal Service | Total | Appropriated 1938 | Expended 1938 |
|---|------------------|-----------------------------|-------------------|-------------------|-------------------|
| E. Legal | | | | | |
| 1. Township Attorney | 300.00 | 4,200.00 | | 3,500.00 | 3,977.34 |
| 2. Magistrate | 1,000.00 | | | 1,000.00 | 1,000.00 |
| 3. Magistrate's Clerk | 550.00 | 200.00 | | 750.00 | 636.60 |
| 4. Lien Foreclosures | | 1,000.00 | | 1,000.00 | 633.64 |
| 5. Misc. Litigation Costs | | 2,000.00 | | 0.00 | 0.00 |
| | 1,850.00 | 7,400.00 | 9,250.00 | 6,250.00 | 6,247.58 |
| F. Purchasing | | | | | |
| 1. Salary | 2,100.00 | | | 2,750.00 | 2,250.00 |
| | 2,100.00 | | 2,100.00 | 2,750.00 | 2,250.00 |
| G. Planning & Adjustment Bds. | | | | | |
| 1. Salary | 300.00 | | | 400.00 | 260.46 |
| 2. Supplies | | 100.00 | | | |
| | 300.00 | 100.00 | 400.00 | 400.00 | 260.46 |
| H. Public Buildings | | | | | |
| 1. Janitor | 1,800.00 | | | 1,800.00 | 1,800.00 |
| 2. Upkeep Public Bldgs. | 500.00 | 700.00 | | 1,200.00 | 398.87 |
| 3. " Foreclosed Bldgs. | 250.00 | 250.00 | | 500.00 | 740.85 |
| 4. Electricity | | 1,100.00 | | 1,200.00 | 1,056.83 |
| 5. Water | | 350.00 | | 300.00 | 363.36 |
| 6. Fuel Oil | | 600.00 | | 600.00 | 529.84 |
| 7. Material & Supplies | | 500.00 | | 750.00 | 92.41 |
| | 2,550.00 | 3,500.00 | 6,050.00 | 6,350.00 | 4,982.16 |
| I. General Supplies, Phones, Advertising, Printing and Miscellaneous | | | | | |
| 1. Extra Clerical | 500.00 | | | 500.00 | 354.10 |
| 2. Equipment, Supplies and Printing | | 8,000.00 | | 5,000.00 | 7,407.21 |
| 3. Legal Advertising | | 500.00 | | 500.00 | 494.43 |
| 4. Bonds & Insurance | | 1,000.00 | | 900.00 | 942.68 |
| 5. Telephones | | 1,000.00 | | 800.00 | 927.30 |
| 6. Elections | 500.00 | 700.00 | | 1,200.00 | 1,549.29 |
| | 1,000.00 | 11,200.00 | 12,200.00 | 8,900.00 | 11,675.01 |
| II. PROTECTION TO PERSONS AND PROPERTY | | | | | |
| A. Fire Department | | | | | |
| 1. Salaries | 63,700.00 | | | 60,700.00 | 60,758.82 |
| 2. Rent Vol. Houses | | 2,150.00 | | 2,150.00 | 2,150.00 |
| 3. Light, Heat, Supplies | | 4,500.00 | | 4,500.00 | 4,260.43 |
| 4. Hose | | 1,500.00 | | 1,500.00 | 1,430.80 |
| 5. Additions and repairs to apparatus | | 1,000.00 | | 1,000.00 | 1,333.45 |
| 6. Additions and repairs to Fire House | | 500.00 | | 500.00 | 235.20 |
| 7. Maintenance & Extension of Alarm | | 2,500.00 | | 2,500.00 | 2,039.88 |
| 8. Insurance | | 1,700.00 | | 2,100.00 | 1,622.85 |
| 9. Pensions | | 2,500.00 | | 2,500.00 | 1,955.88 |
| | 63,700.00 | 16,350.00 | 80,050.00 | 77,450.00 | 75,787.31 |
| B. Hydrants | | | | | |
| | | 35,000.00 | | 34,000.00 | 33,854.80 |
| | | 35,000.00 | 35,000.00 | 34,000.00 | 33,854.80 |
| C. Police Department | | | | | |
| 1. Salaries | 85,500.00 | | | 80,500.00 | 79,256.82 |
| 2. Motor Equipment | | 12,000.00 | | 13,000.00 | 11,331.38 |
| 3. Telephones & Radio | | 3,600.00 | | 3,500.00 | 3,580.99 |
| 4. Dogs | 1,600.00 | 200.00 | | 1,800.00 | 1,662.61 |
| 5. Supplies | | 3,000.00 | | 3,000.00 | 3,800.59 |
| 6. Traffic Guidance | 1,200.00 | 300.00 | | 1,500.00 | 1,419.66 |
| 7. Traffic Signals | 500.00 | 3,300.00 | | 2,000.00 | 2,653.66 |
| 8. Doctor | 200.00 | | | 300.00 | 145.00 |
| 9. Insurance | | 1,800.00 | | 2,100.00 | 1,995.56 |
| 10. Pensions | | 3,500.00 | | 3,300.00 | 3,183.84 |
| 11. Pistol Shoot | 500.00 | 500.00 | | | |
| | 89,500.00 | 28,200.00 | 117,700.00 | 111,000.00 | 109,030.31 |

| Item | Personal Service | Other Than Personal Service | Total | Appropriated 1938 | Expended 1938 |
|--|------------------|-----------------------------|------------------|-------------------|------------------|
| III. STREETS AND ROADS | | | | | |
| A. Repairs and Maintenance | | | | | |
| 1. Supt. ½ Time | 1,600.00 | | | 1,500.00 | 1,500.00 |
| 2. Foreman | 2,200.00 | | | 2,200.00 | 2,200.00 |
| 3. Mechanic | 950.00 | | | 950.00 | 950.00 |
| 4. Clerk & Inspector | 3,000.00 | | | 1,050.00 | 1,050.00 |
| 5. Operators, Motor Equip. | 8,400.00 | | | 8,880.00 | 7,289.88 |
| 6. Equip. & Supplies | | 7,000.00 | | 4,000.00 | 5,999.43 |
| 7. Road Labor | 6,000.00 | | | 5,000.00 | 7,897.92 |
| 8. Road Material | | 6,000.00 | | 5,000.00 | 4,588.56 |
| 9. Snow Removal & Coasting Guards | 1,500.00 | 500.00 | | 2,000.00 | 770.28 |
| 10. Street Signs | 100.00 | 400.00 | | 1,000.00 | 1,345.95 |
| 11. Insurance | | 1,300.00 | | 1,800.00 | 1,295.17 |
| | 23,750.00 | 15,200.00 | 38,950.00 | 33,380.00 | 34,887.19 |
| B. Shade Trees | | | | | |
| 1. Foreman | 2,300.00 | | | 2,200.00 | 2,200.00 |
| 2. Labor | 4,000.00 | | | 4,800.00 | 3,709.45 |
| 3. Equip., Supplies & New Trees | | 3,000.00 | | 1,500.00 | 1,647.77 |
| | 6,300.00 | 3,000.00 | 9,300.00 | 8,500.00 | 7,557.22 |
| C. Street Lights | | | | | |
| | | 32,000.00 | | 32,000.00 | 30,955.77 |
| | | 32,000.00 | 32,000.00 | 32,000.00 | 30,955.77 |
| IV. SANITATION | | | | | |
| A. Street Cleaning | | | | | |
| 1. Labor | 2,600.00 | | | 2,500.00 | 2,500.00 |
| 2. Equip. & Supplies | | 1,200.00 | | 1,206.47 | 1,206.47 |
| | 2,600.00 | 1,200.00 | 3,800.00 | 3,706.47 | 3,706.47 |
| B. Garbage & Ash Removal | | | | | |
| | | | | 200.00 | 0.00 |
| | | | 0.00 | 200.00 | 0.00 |
| C. Sewers | | | | | |
| 1. Supt. ½ Time | 1,600.00 | | | 1,500.00 | 1,500.00 |
| 2. Chief Operator | 2,200.00 | | | 2,200.00 | 2,200.00 |
| 3. Operators & Mechanic | 6,500.00 | | | 6,400.00 | 6,710.21 |
| 4. Labor | 2,400.00 | | | 2,200.00 | 2,279.85 |
| 5. Power & Water | | 5,500.00 | | 5,000.00 | 5,236.76 |
| 6. Supplies | | 1,000.00 | | 1,000.00 | 1,630.23 |
| 7. Insurance | | 200.00 | | 200.00 | 124.41 |
| | 12,700.00 | 6,700.00 | 19,400.00 | 18,500.00 | 19,681.46 |
| V. HEALTH & CHARITIES | | | | | |
| A. Department of Health | | | | | |
| 1. Director | 1.00 | | | 1.00 | 1.00 |
| 2. Health Officer | 1,800.00 | | | 1,800.00 | 1,800.00 |
| 3. Clerical | 1,200.00 | | | 1,100.00 | 1,100.00 |
| 4. Supplies | | 500.00 | | 500.00 | 405.17 |
| 5. Child Clinic | 1,600.00 | 700.00 | | 2,100.00 | 2,219.14 |
| 6. Mosquito Extermination | | 350.00 | | 350.00 | 350.00 |
| | 4,601.00 | 1,550.00 | 6,151.00 | 5,851.00 | 5,875.31 |
| B. Relief Administration | | | | | |
| 1. Salaries | 4,200.00 | | | 2,530.62 | 2,530.62 |
| 2. Rent, Supplies | | 500.00 | | 769.38 | 1,538.76 |
| | 4,200.00 | 500.00 | 4,700.00 | 3,300.00 | 4,069.38 |
| C. Relief | | | | | |
| 1. Direct Relief | | 17,000.00 | | 10,000.00 | 10,500.00 |
| 2. Work Relief | | 7,000.00 | | 6,000.00 | 6,000.00 |
| 3. W.P.A. Contributions | | 2,000.00 | | 3,500.00 | 1,611.91 |
| | | 26,000.00 | 26,000.00 | 19,500.00 | 18,111.91 |
| VI. RECREATIONAL & EDUCATIONAL | | | | | |
| A. Maintenance of Parks & Playgrounds | | | | | |
| 1. Labor | 4,500.00 | | | 1,200.00 | 1,200.00 |
| 2. Supplies & Equipment | | 1,500.00 | | 2,600.00 | 3,138.44 |
| | 4,500.00 | 1,500.00 | 6,000.00 | 3,800.00 | 4,338.44 |

| Item | Personal Service | Other Than Personal Service | Total | Appropriated 1938 | Expended 1938 |
|---|------------------|-----------------------------|---------------------|---------------------|---------------------|
| B. Improvements, Parks & Playgrounds | | | | | |
| 1. Labor | 5,000.00 | | | | |
| 2. Supplies & Equip. | | 14,000.00 | | | |
| | <u>5,000.00</u> | <u>14,000.00</u> | <u>19,000.00</u> | <u>00.00</u> | <u>00.00</u> |
| C. Community Celebration | | | | | |
| | 500.00 | 500.00 | | 1,000.00 | 1,329.46 |
| | <u>500.00</u> | <u>500.00</u> | <u>1,000.00</u> | <u>1,000.00</u> | <u>1,329.46</u> |
| D. Library | | | | | |
| 1. Salaries, Librarians | 10,500.00 | | | 10,500.00 | 10,351.78 |
| 2. Janitor | 1,560.00 | | | 1,560.00 | 1,560.00 |
| 3. Books & Periodicals | | 5,000.00 | | 4,975.00 | 4,931.28 |
| 4. Water, Heat, Light, Phone | | 1,000.00 | | 1,000.00 | 1,091.93 |
| 5. Supplies, Postage | | 990.00 | | 1,115.00 | 877.95 |
| 6. Repairs | 350.00 | 500.00 | | 750.00 | 422.35 |
| 7. Miscellaneous | 175.00 | 175.00 | | 350.00 | 367.34 |
| 8. Insurance | | 50.00 | | 50.00 | 42.05 |
| | <u>12,585.00</u> | <u>7,715.00</u> | <u>20,300.00</u> | <u>20,300.00</u> | <u>19,644.68</u> |
| VII. UNCLASSIFIED PURPOSES | | | | | |
| A. Contingent | | | | | |
| | | 1,000.00 | | 1,000.00 | 986.70 |
| | | <u>1,000.00</u> | <u>1,000.00</u> | <u>1,000.00</u> | <u>986.70</u> |
| TOTAL OPERATING | | | \$511,302.00 | \$453,833.00 | \$451,322.56 |

| Item | Debt Service 1939 Appropriations | 1938 Appropriations | 1938 Expended |
|--|----------------------------------|---------------------|-------------------|
| VIII. MUNICIPAL DEBT SERVICE | | | |
| A. Payment of Bonds | | | |
| 1. Unemployment Bonds | 7,000.00 | 7,000.00 | 7,000.00 |
| 2. Capital Bonds | 57,500.00 | 54,000.00 | 54,000.00 |
| 3. Funding Bonds | 00.00 | | |
| Maturing | 140,000. | | |
| From Trust | 140,000. | | |
| | <u>00.00</u> | | |
| | <u>64,500.00</u> | <u>61,000.00</u> | <u>61,000.00</u> |
| B. Interest on Bonds | | | |
| 1. Capital Bonds | 36,000.00 | 38,000.00 | 38,000.00 |
| 2. Temporary Bonds | 5,228.75 | 9,000.00 | 9,000.00 |
| 3. Funding Bonds | | | |
| Due | 94,685.00 | | |
| From Trust | 50,685.00 | 44,000.00 | 55,000.00 |
| | <u>85,228.75</u> | <u>102,000.00</u> | <u>102,000.00</u> |
| C. Interest on Notes | | | |
| | 1,840.57 | | |
| D. Down Payment on Improvements | | | |
| | 5,000.00 | 10,000.00 | 19,000.00 |
| E. Deficits & Statutory Expenditures | | | |
| 1. Emergency Revenues | 3,500.00 | | |
| 2. Deficit Unexpended Balance Account | 13,804.05 | 6,266.83 | 6,266.83 |
| 3. Deficit Miscellaneous Revenue | 13,192.64 | 22,346.99 | 22,346.99 |
| 4. Improvements Cancelled by Ordinance No. 729 | 162.72 | | |
| 5. Deficit Dedicated Revenue for Assessment Debt Service | 12,286.79 | 5,677.14 | 5,677.14 |
| 6. Assessments Confirmed in 1937 and Cancelled | 327.92 | | |
| 7. Overrun in Paving Cost | .60 | | |
| 8. Payment of Temporary Bonds above Appropriation | 1,853.61 | | |
| 9. Restore Capital Surplus | | 9,219.33 | 9,219.33 |
| 10. Belle Avenue Opening | | 1,424.81 | 1,424.81 |
| 11. Township Property Assessed | | 1,065.92 | 1,065.92 |

| Item | Debt Service | | 1938 Appropriations | 1938 Expended |
|--|------------------------|--|------------------------|-------------------|
| | 1939 Appropriations | | | |
| 12. Township's Share, Capital Improvements | | | 6,859.23 | 6,859.23 |
| 13. Cancelled Gross Receipt Taxes | | | 2,587.85 | 2,587.85 |
| 14. Improper Budget Transfer | | | 2,000.00 | 2,000.00 |
| 15. Refund Over Collection of Interest | | | 95.77 | 95.77 |
| 16. Expenditure Without Reserve | | | 125.02 | 125.02 |
| NET DEBT SERVICE | 201,697.65 | | 230,668.89 | 230,328.89 |
| F. Reserve for Uncollected Taxes | 307,071.84 | | | |
| <hr/> | | | | |
| NET TOTAL DEBT SERVICE | 201,697.65 | | 230,668.89 | |
| NET TOTAL OPERATING | 511,302.00 | | 453,833.00 | |
| Reserve for Uncollected Taxes | 307,071.84 | | | |
| TOTAL BUDGET | 1,020,071.49 | | 684,501.89 | |
| Anticipated Revenues | 512,053.28 | | 176,623.56 | |
| TO BE RAISED BY TAXES | \$508,018.21 | | \$507,878.33 | |

COMMENTS ON THE BUDGET RESOURCES

SURPLUS REVENUE:

The Township accounts are kept, in general, in three divisions, Current, Trust and Capital. Each of these accounts, in Teaneck's case, shows a surplus, moderate amounts of which are used as anticipated revenue in this budget.

A—CURRENT SURPLUS—The balance sheet as of the first of the year shows a current surplus in the amount of \$159,667.59, of which \$129,179.20 is actually in cash, and \$30,496.69 is in the form of paper surplus. The proposed budget calls for the use of \$10,000. of non-cash surplus. This amount can logically be used as an offset against deficiency adjustments and reserves, for instance, E-2, Deficit Unexpended Balance Account—\$13,804.05. In a non-cash basis budget the inclusion of this item without an offset would be necessary to help us operate on a cash basis. On a cash basis budget where the anticipated delinquencies are thrown into the tax rate, it is proper to charge off this item against surplus in hand. The extent to which it is not done merely operates to produce an additional cushion. All of the remainder of the cash surplus could be appropriated and serve to reduce the tax rate, but it is not being used for the same reason as given in previous budget explanations. These two reasons are—first, that it provides the working capital sufficient to carry over between tax payment dates, and, secondly, it, and all additions thereto through the sale of property, should be guarded for use when the Trust Account is exhausted.

MISCELLANEOUS REVENUE ANTICIPATED:

Miscellaneous revenue anticipated last year did not meet our anticipations by approximately \$13,192.64. Loss in anticipated revenue of this nature doubly affects the budget, first in that the loss in the previous year must be made good by re-appropriation, and, secondly, that the current year's appropriation can in no case be larger than the actual receipts for the previous year. No new source of revenue can be appropriated without the consent of the Commissioner of Local Government. The principle falling off in revenues were interest and costs on assessments and interest on tax title liens. These were partially compensated for by excess collections in licenses and fees.

B — C — D — E — LICENSES, FEES AND PERMITS, FINES AND COSTS — RENTALS

The budget as set up this year shows different items for licenses and fees. The division between them is more or less arbitrary, and is made in an attempt to comply with the requirements of the State Department of Local Government. The increase in building activity in Teaneck last year was largely responsible for a collection above the anticipation in these items as a whole. The item which shows a large decrease is that of the Magistrate's Court. The receipts of the Magistrate's Court which come to the Township are costs and fines on cases involving municipal ordinances, and costs only on all motor vehicle cases. Fines in motor vehicle cases are transmitted directly to the County for use by the County Road Department. The amount so transmitted was \$10,085. in 1937 and \$6,148. in 1938.

The following table shows the different fees and licenses:

DEPARTMENT OF PUBLIC WORKS

Street Opening Permits—Cost varies
Construction Permits—Cost varies
Sewer Permits—Cost varies

HEALTH DEPARTMENT

Milk and Ice Permits—\$2.00
Plumbing Permits—Cost varies
Marriage Licenses—\$2.00
Birth Certificates—No fee
Death Certificates—No fee
Transcripts of Death Certificates—\$1.00 each
Burial Permits—25c. each

FIRE DEPARTMENT

Storage of Inflammable Materials—\$5.00
Installation of Oil Burners—\$5.00
Refrigeration Plants—\$5.00
Public Garages—\$5.00
Dry Cleaning and Pressing Establishments—\$5.00
Bake Shops—\$5.00
Kitchen Oil Ranges—\$1.00

POLICE DEPARTMENT

Dog Licenses—\$2.00
Redemptions—\$3.00

ELECTRICIAN

Electric Signs—\$2.00

BUILDING INSPECTOR

Building Permits—Cost varies
Occupancy Permits—\$1.50
Excavation Permit—\$2.00
Manufacture Cement Blocks—\$25.00
Renewals—\$10.00

TOWNSHIP CLERK

Pedlar's Licenses—Cost varies
Ash and Garbage Licenses—\$25.00
Gas Pumps—\$10.00
Taxi Driver's License—\$1.00
Taxi Owner's License—\$2.50
Fishing Licenses—Residents—\$2.10
Hunting Licenses—Residents—\$2.10
Fishing and Hunting, Residents—\$3.10
Tennis Courts—\$10.00 each court
Dance Halls, Skating Rinks, Golf Courses—\$200.00
Bowling Alleys—\$10.00 first alley
\$5.00 each additional alley
Pool and Billiard Parlors—\$25.00 per year for first
and second tables, \$15.00 a year all other tables
Automatic Amusement Devices—\$10.00
Retail Liquor Consumption Licenses—\$500.
Retail Liquor Distribution Licenses—\$300.
Club Licenses—\$50.
Solicitors—\$10.00 each

F—INTEREST AND COSTS ON TAXES

The 1938 collections of this item were slightly larger than the anticipations. For several years these collections have been about constant, and will probably remain so. In it is included the collection of all interest and costs on delinquent taxes, except that subsequent to the date on which a property is sold at tax sale. Such subsequent interest is segregated under items "L" and "M."

G—INTEREST ON ASSESSMENTS

Against an anticipation of \$19,000. for 1938, only \$14,237.93 was collected. This is an item which shows a constant decrease each year, a decrease which is partly compensated for by the fact that there are less outstanding assessment bonds each year on which to pay interest. The item has dropped from \$120,000. in 1930 to the present \$14,200., and as further assessments are collected it will naturally show a still further decrease.

Teaneck has for some years maintained a policy that a property delinquent for assessments only, is not included in the tax sale. This policy cannot be continued for more than a few years more, because the exhaustion of the Trust Fund maintained for the payment of the refunding bonds will make it necessary that all delinquent outstanding assessments be collected to prevent, as far as possible, the general taxpayer being called upon for the debt service of the refunding issue.

H—INTEREST ON DEPOSITS

With the rate of interest on deposits at probably an all time low, it is difficult to secure any return on large balances held by the Township. \$125,000. of the funds, on which interest is being paid, is in the form of certificates of deposit, (as much as the banks will take), at an interest rate of 1%. \$250,000. has been placed in the Trust Department of one of the banks, pledged to the payment of the Refunding Trust Bonds, and has been placed in escrow in New York with securities of the bank pledged against it. 1% interest is also paid on this fund. The Township's official depositories now are—West Englewood National Bank of Teaneck; Peoples Trust Co. of Bergen County, Teaneck Branch; Peoples Trust Co. of Bergen County, Hackensack; City National Bank, Hackensack; Hackensack Trust Company, Hackensack; Palisade Trust and Guaranty Co., Englewood; and Bergen County National Bank, Hackensack.

I AND J—FRANCHISE AND GROSS RECEIPTS TAXES

N—FRANCHISE AND GROSS RECEIPTS TAXES OF 1938

Franchise and gross receipts taxes are taxes paid by certain public utility corporations for the privilege of using the streets, and of doing business in a municipality. Certain of these companies also pay personal taxes, although no company pays all three. In general, both taxes are levied by the State upon the gross receipts of the company. The franchise tax is a flat 5% tax on such receipts, while the gross receipts tax varies, being dependent upon the average rate of taxation in the State. Up to 1937 such taxes were allocated by the State to the different municipalities in which a company operates, in accordance with the relative valuation of the companies' property in each municipality as fixed by the individual assessor. This method of valuation by individual assessors led to gross inequalities between municipalities. In 1937 several municipalities increased their valuations to inordinate amounts, thereby adversely affecting all other municipalities. Out of this grew an agitation for a new method of fixing valuations, in which the Township of Teaneck took a prominent part, and which resulted in a new Act placing the valuation in the hands of the State Tax Commissioner. As a result of this valuation by the State Tax Commissioner, instead of by the individual assessor, the Township of Teaneck's franchise and gross receipts taxes were increased by a total of \$16,582.08 a year, \$11,864.25 in the franchise taxes and \$4,717.83 in the gross receipts taxes.

The law this year permits the anticipation of an amount of these taxes as fixed by the State Tax Commissioner for 1938. In addition to this, it also permits the anticipation of the receipt of the balance of the 1938 taxes which were not paid by the utility companies. Such taxes were not paid in full because several of the municipalities, who stood to lose by the new method of allocation, instituted suit to prevent the State Tax Commissioner's allocation going into full effect. The companies paid a portion of their gross receipts taxes, but still owe the Township \$20,594.55.

The Supreme Court recently held in favor of the new method of allocation, and unless the case is appealed to the Court of Errors and Appeals, the balance due to the Township will be forthcoming shortly.

This new method of allocation of gross receipts taxes has served to substantially increase our revenues and to correspondingly reduce the amount required to be raised by general taxation.

The taxation of railroad property is also governed by complex laws, dividing it into four classes. On some of this property direct taxes are imposed and collected by the State and eventually diverted by them to school purposes, some of it finding its way back to the local districts.

Teaneck, as a municipality, taxes only second class railroad property, that is property owned by a railroad and used for railroad purposes, but not included in the main right-of-way.

The taxes assessed against the various public utility companies in Teaneck (1938) are shown:

| | Franchise | Personal & Corporation | Gross Receipts | 2nd Class Railroad | TOTAL |
|--------------------------------------|--------------------|------------------------|--------------------|--------------------|---------------------|
| Public Service Elec. & Gas Co. | \$33,568.36 | | \$16,438.23 | | \$50,006.59 |
| Bogota Water Co. | 287.43 | \$633.25 | | | 920.68 |
| Hackensack Water Co. | 12,701.62 | 51,468.88 | | | 64,170.50 |
| N. J. Bell Telephone Co. | 8,203.48 | 11,051.00 | | | 19,254.48 |
| Postal Telegraph of N. J. | 3.36 | 58.18 | | | 61.54 |
| Public Service Coordinated Transport | | | 279.60 | | 279.60 |
| New York Central R. R. | | | | \$4,379.43 | 4,379.43 |
| Western Union Telegraph Co. | | 474.42 | | | 474.42 |
| TOTALS | \$54,764.25 | \$63,685.73 | \$16,717.83 | \$4,379.43 | \$139,547.24 |

K — BUS FRANCHISE TAXES

The State imposes upon all bus companies doing a local business within the State of New Jersey a tax equal to 5% of their gross receipts. The bus companies deduct from the amount due to the municipalities the amount paid for State registration fees. This tax is paid by the bus companies directly to the municipalities through which they operate in proportion to the mileage covered in each municipality.

L — INTEREST ON LIENS OF 1934 AND PRIOR SALES (SUBSEQUENT TO DATE OF SALE)

This item is composed solely of interest which has accrued on tax title and assessment liens, subsequent to the date of sale, on such liens as were sold in 1934 and prior. This distinction is made because it is this interest and costs which has been transferred to and set aside in, the Trust Fund out of which the costs of the foreclosure contracts have been paid. The Township now has in hand, from prior collections in this item, an amount approximately sufficient to defray all the costs of such contract. This item also has shown considerable decrease during the last few years. In 1935, when the work on the foreclosure of liens got under way, \$36,489.52 was collected in interest and costs. From year to year, as redeemable property has been worked out, this item has consistently dropped. The beginning of foreclosure proceedings on 1935 and subsequent taxes, would undoubtedly result in a large increase in collection of interest on these items.

M — INTEREST, FEES AND COSTS ON LIENS OF 1935 AND SUBSEQUENT SALES (SUBSEQUENT TO DATE OF SALE)

This item is set up separately since it segregates the amounts received on tax sale certificates subsequent to those which were included in the tax lien foreclosure contract. The division is made primarily to avoid any possibility of these collections being confused with those on the 1934 sales and prior.

On any tax liens which the Township acquires, searches are now made and the legal fees and costs therefor are charged by the Collector for the benefit of the Township. The making of this search permits contact with mortgagees and other persons interested in a redemption of the property.

O — RECEIPTS FOR DELINQUENT TAXES

This item appears for the first time because of the requirements of a cash basis budget. Under the principles covering a cash basis budget, a municipality is entitled to anticipate as revenue, the collection of a certain proportion of its outstanding taxes and tax title liens. The exact amount to be anticipated is arrived at by ascertaining the amount of the previous year's collection of delinquent taxes and tax title liens, and then determining what percentage that is of the total of outstanding taxes and tax title liens. In Teaneck's case it was 31%. For this year's budget then, 31% of the amount of taxes and tax titles outstanding as of January 1, 1939, are anticipated as revenue. This anticipated revenue is more than counterbalanced by an appropriation in the expenditure side of \$307,071.84 as a reserve for uncollected current taxes.

P-1 — CAPITAL SURPLUS

Use is being made of \$11,127.61 as an offset for certain deficiency appropriations which are justly chargeable against such surplus, and which are being carried through the budget in order to definitely eliminate them. Such surplus originally comes into the Capital Account because of over-appropriations in the budget for the use of the Capital Account.

P-2 — TRUST SURPLUS

The Trust Account shows a surplus of \$35,891.31, practically all of it in cash. \$1,853.61 of the non-cash surplus is being used to write off a corresponding appropriation, technical in nature. The rest of the surplus is not touched. It results from the fact that during the time that extensive assessment improvements were made in the Township, (1930 and prior) water and gas mains and connections were laid, for which the Township paid the utility companies. As these connections came into use, the utility companies made a refund to the Township therefor, which refunds were placed in the Trust Account. Originally the cost of some of these connections was assessed against the abutting owners, and in such cases when the refund was made the money was either remitted to the abutting owner or credited against his outstanding assessments.

During the past year the Treasurer, in cooperation with the utilities, made an extensive investigation of these refunds which were lying in the Trust Account, and it was found that many of the connections and mains had never been assessed originally upon the property owners and that, therefore, the money refunded in these instances was the property of the Township. Also, because the original assessment bonds outstanding against these improvements, by means of which the gas and water companies had originally been paid, have been refunded, this money became free surplus to be used by the Township as it desired. This fund is not being used for the reduction of taxes because it is felt that such money should be kept to apply toward the redemption of refunding bonds. Such refunding bonds are now being paid out of the receipts of the assessments, and when these are exhausted the balance will have to be taken care of by general taxation. The reservation of this surplus for the payment of these bonds seems to be the proper use therefor.

EXPENDITURES

GENERAL COMMENTS—Any municipal budget naturally falls into two parts, operating expenses and the fixed charges. Considering the growth of Teaneck in the last nine years, both physically and in population, it might well be supposed that both of these divisions would show a substantial increase, yet the table appended shows that from 1930 to 1939 only the operating expenses have increased, and these only 24%, in the face of a 50% increase in population. During this time existing services have been expanded, the quality raised, new services established, and the load of unemployment relief carried.

The requirements of the State for a cash budget makes a comparison with previous years on debt service somewhat complicated. In the comparison below, the anticipated receipts from delinquent taxes have been deducted from the revenues and the reserves for uncollected taxes have been deducted from the expenditures, and the balance only considered as debt service.

The debt and deficiency items have shown a decrease of \$28,971.24. This decrease in debt and deficiencies may be credited to the decrease in interest requirements, through the collection of outstanding obligations, restraint in the incurring of any new debt, and the refunding of outstanding debt at a considerably less interest rate.

The per capita cost of the municipal government has decreased from \$48.50 in 1930 (Population 16,500, Total Budget \$800,000.) to \$28.40 in 1939 (Population app. 25,000, Total Budget \$709,000. exclusive of Reserves). The per capita tax in 1930 was \$30.80, in 1939 it will be \$20.40.

| | 1930 | 1938 | 1939 | CHANGE | |
|--|---------------------|---------------------|---------------------|-------------|----------------|
| | | | | From 1930 | From 1938 |
| Debts and Deficiencies | \$387,806.63 | \$230,668.89 | \$201,697.65 | —48% | —13% |
| Operation | 412,231.95 | 453,833.00 | 511,302.00 | +24% | +13% |
| TOTAL EXPENDITURES | \$800,038.58 | \$684,501.89 | \$712,999.65 | —11% | + 4% |
| Revenue Anticipated | 208,000.00 | 176,623.56 | 210,607.85 | | |
| | | | \$502,391.80 | | |
| | | | *5,626.41 | | |
| AMOUNT TO BE RAISED BY TAXATION | \$592,038.58 | \$507,878.33 | \$508,018.21 | —14% | + .002% |

* Difference between "Reserve for Taxes" and "Receipts of Delinquent Taxes."

GENERAL COMMENTS ON CIVIL SERVICE AND SALARIES

On November 8, 1938, the voters of Teaneck adopted State Civil Service for the Township of Teaneck. As a result, the entire personnel of the Township has been classified by the Civil Service Commission as to position, duties and rates of pay, with a minimum and maximum set for each class. The salaries are merely suggestions by the Civil Service Commission, and it will be necessary for the Council, when they pass the required ordinance classifying the positions, to also set salaries in that ordinance.

In the present budget a number of increases have been allowed to individuals, all of which are within the suggested salary range set up by the Commission. However, when Council discusses and adopts a classification and salary ordinance, further revisions in salaries may be desired.

In 1930 the voters by referendum fixed the salaries of patrolmen and firemen at \$2,500., which salary governs until repealed by the voters. Since that time Council has, by ordinance, established grades of firemen and patrolmen. New men entering the department start at the lowest rate, of \$1,500. and work through to the \$2,500. salary.

A — GENERAL GOVERNMENT

The groupings of the departments under this heading are in accordance with the requirements of the State Department of Local Government.

ADMINISTRATIVE AND EXECUTIVE—The only change in this item from what it has been during the last several years is \$200. additional for the Deputy Township Clerk, who also acts as the Manager's Secretary, and takes the responsibility of the Manager's position during his absence.

ASSESSMENT AND COLLECTION OF TAXES—ASSESSOR—The work of the Assessor's office is divided between the valuation of new buildings and a constant revaluation and equalization of existing buildings and land valuations. The Assessor has submitted to the Council the following report showing the increases and decreases in valuation during 1938—

LAND VALUATION

| Total Land Valuation | | Increases | Decreases | Differential |
|----------------------|--------------|-----------|------------|--------------------|
| 1938 | 1939 | | | |
| \$8,824,325. | \$8,416,575. | \$59,070. | \$466,820. | \$407,750. (Minus) |

ANALYSIS OF THE ABOVE FIGURES

| Equalization | Change in Zoning | Property Acquired by Township | New Development | Exempt Property | Formerly Exempt Now Taxable | Corner Influence | Zoned Otherwise, Used as Residential | Street Improvements |
|-------------------|------------------|-------------------------------|-----------------|-----------------|-----------------------------|------------------|--------------------------------------|---------------------|
| | | | | | | | | |
| \$111,065 (minus) | 140,535 (minus) | 120,890 (minus) | 13,395 (plus) | 5,015 (minus) | 23,240 (plus) | 195 (minus) | 93,045 (minus) | 26,360 (plus) |

ANALYSIS OF INCREASE IN BUILDINGS — 1939

| | | |
|---|-------------------------------------|---------------------|
| New Construction | \$526,850. | |
| Unfinished Buildings— 10-1-37 to 10-1-38 | 109,025. | |
| Total New Construction | | \$635,875. |
| Repairs and Alterations | | 10,575. |
| Equalization | \$242,025. (minus) 8,350. (plus) | 233,675. |
| Buildings Demolished | | 9,900. |
| | | <u>\$402,875.</u> |
| Building Valuation — 1939 | \$16,763,905. | |
| Building Valuation — 1938 | 16,361,030. | |
| | | Increase \$402,875. |

In brief this report shows that the increased valuation, due to the erection of new buildings, was overcome by allowances for depreciation, through apparent losses of valuation through foreclosure and through revaluations due to change in zoning. The loss in valuation due to foreclosure is called apparent rather than real, because such properties had not been paying any taxes for at least six years, and removing them from the rolls through foreclosure merely meant the elimination of false assets and the discontinuance of payment of State and County taxes thereon. The problem of restoring them to the tax rolls by sale to new owners is proceeding.

The punch card system of records in the Assessor's office is being kept up-to-date and producing satisfactory results.

Close cooperation with the Building Department helps make uniform and easy the assessing of new buildings. Sufficient data exists in the Assessor's office to make a comparison with any property in town, and the Assessor is always willing to re-investigate the property of any individual owner or to compare his property with any other property in which he might be interested.

The Assessor reports that Teaneck at present has the following number of buildings of the classes shown—

| | |
|----------------------------|-------|
| Single Family Residences | 5,684 |
| Multiple Family Residences | 200 |
| Apartment Houses | 14 |
| Commercial | 182 |
| Miscellaneous | 91 |

The personnel consists of the Assessor, an Assessing Clerk and a Senior-Clerk-Stenographer, with occasional part-time help. The two assistants are allowed an increase of \$100. each.

COLLECTION OF TAXES—COLLECTOR'S OFFICE—There is no increase in personnel in this division, except that an allowance has been made for the employment of a Collector of Delinquent Taxes. The appropriation provides for a Tax Collector, one Assistant Tax Collector, a Tax and Search Clerk, four Clerks and the Delinquent Tax Collector. Individual increases of \$100. are allowed to four persons.

The collection of personal taxes in the State of New Jersey has always been difficult. Municipalities are generally cognizant of the fact that the non-collection of these taxes is unfair to the real estate owner, and that efforts must be made toward bringing in this revenue, and are generally appointing delinquent personal tax collectors. A delinquent personal tax collector in the Township of Teaneck should be tried.

Tax Sale—The law requires a collector to sell properties for delinquent taxes and assessments on July 1st of the year after the year they become due. That is a tax sale should be held on July 1st 1939 for delinquent 1938 taxes. Teaneck has been running behind this schedule. Our 1937 taxes were not sold until February, 1939. The requirements of a cash basis budget do not permit a continuance of this leniency with fairness to the paying taxpayers.

The schedule of future tax sales by which the delinquent taxpayer may govern himself, is as follows:

December, 1939—Sale of Delinquent 1938 taxes
 July, 1940 — " " " 1939 taxes.
 (Each July thereafter a sale of the preceding year's taxes.)
 July, 1941—Sale of all delinquent assessments.

DEPARTMENT OF FINANCE—The Township of Teaneck at present has no Treasurer. Formerly this office was combined with that of Tax Collector, the Collector being paid the nominal salary of \$1.00 for acting as Treasurer. Since the middle of 1938 the Assistant Treasurer has been the Acting Treasurer, being allowed \$50. a month for the additional responsibility. The present appropriation provides for the Treasurer at \$500. and Assistant Treasurer at \$2,100. giving the present Assistant Treasurer a total salary of \$2,600. The question of the appointment of a Treasurer is for the Council to decide. The Assistant Treasurer has the assistance of one Clerk-bookkeeper. Because of State rules and regulations, and because of the growth of the Township, the system of accounts and bookkeeping has increased tremendously.

AUDITOR—The appropriation for the auditor is this year included in the Department of Finance. Teaneck's auditing continues to be done by the State. The State agency, although the personnel is the same, is no longer known as the State Auditor, but as the State Department of Local Government. The amount allowed for the audit is increased slightly over that used last year, because the 1938 audit was not advanced as far on January 1st as was the 1937 audit on a corresponding date the year before.

LEGAL—This appropriation provides for the Township Attorney, the Magistrate and his Clerk, lien foreclosure costs, and for costs incident to litigation. The appropriation for the Township Attorney is divided as it is, on the ruling of the State, that retainers are "personal services," while charges for other work are "other than personal services." Against this appropriation is charged the Township Attorney's general legal work. His services in connection with projects financed under bond issues are charged against that particular bond issue such as, for instance, condemnation or acquisition of land. The amount allowed for the attorney in 1939 is purely a guess, since the amount of litigation in which the Township will be involved during the year cannot be determined beforehand.

The Magistrate's Court last year cost \$1,636.40 and returned in fines and costs \$1,621.40. As before noted, fines in motor vehicle cases are not held by the Township, but transmitted to the County for County road work.

TAX TITLE LIEN FORECLOSURE—In 1934 the Township Council awarded the contract for the foreclosure of 2344 tax title lien certificates. While the contract was supposed to have been completed in 1938, Council has granted various extensions, under safeguards, for the completion of the work. At present there are about 245 certificates not finished, but in various stages of completion.

There is at present in the Trust Fund, out of which foreclosures are paid, an amount of approximately \$11,000., against which there are claims of \$1400. for work done on certificates subsequently withdrawn from the sale, and a balance due of \$1600. on foreclosures completed but held up by the court. The remainder is available for payment on certificates as they are completed. Under the latest extension granted to the attorney foreclosing the work, it was stipulated that the money in the Trust Fund would not be drawn below \$5,000. and that in case of his inability to complete the work on the remaining certificates at the expiration of the time limit, he would turn over to the Township all of his papers and information, and empower whomever might be selected by the Township to continue with the work. It is believed that this retained amount will, under these conditions, be sufficient to complete any work which he might leave undone. The Township has and is selling property acquired through these foreclosures. Up to January 1, 1939, a total of \$18,983.75 has been received from such sales, since which time additional sales in the amount of \$24,218.84 have been made or authorized. Aside from this, numerous parcels have been exchanged for other parcels needed by the Township for park purposes. Also several tracts have been given to the Teaneck School Board, one of which is sufficiently large to provide for a future Junior

High School, thereby avoiding the necessity of possibly a \$50,000. expenditure by the Board for the acquisition of land. It is expected that another like area will be given to the Board of Education for a future Junior High School in the northern end of the Township.

Foreclosure of property for tax liens removes false assets from the tax roll. Such property has not paid taxes for years, and to keep it on the rolls reduces the percentage of the levy collected each year, in turn increasing the amount of the appropriation in the Reserve for uncollected taxes. The Township also suffers a net loss each year by keeping such property on the tax rolls, because State and County taxes must be paid thereon.

The money derived from the sale of this land is placed in the Current Account, or trust account for the refunding bonds, where it finds its way into surplus. Logically all surplus so accumulated should be reserved and devoted eventually to the payment of refunding bonds, which represent bonds originally issued to cover the cost of the assessments against the foreclosed properties, and which, of course, were never paid.

Since 1934 the Township has accumulated 485 certificates from the 1935, 1936 and 1937 sales, which could now be foreclosed. A policy for the disposal of these should be established. No definite recommendation as to the method is made at this time, because it is believed that the current session of the Legislature will revise and simplify the tax title lien foreclosure Act, making the procedure less expensive.

MISCELLANEOUS LITIGATION COSTS—This is a new item set up in this budget, against which are to be charged any litigation costs, except salary or retainer, incurred by the Township or fixed by the Courts and the cost of extraordinary work done by other departments for the attorney in the preparation of cases. During 1938 the legal work of the Township was extensive, there being several cases in the Court of Errors and Appeals and in the Supreme Court. In addition to this, there was the securing of titles in condemnation proceedings and in the securing of land for park purposes.

ENGINEERING DEPARTMENT

The Engineering Department is in direct charge of the Township Manager, who also acts as Township Engineer at \$1.00 a year. The active work in the department is taken care of by the Senior Civil Engineer. Last year the department turned in fees in the amount of \$1,240.99. Early this year the issuance of permits and collection of fees for all work in connection with streets has been turned over to the D.P.W. as explained thereunder. The work of inspecting new structures, such as paving, curbs and sewers, is left in this department. For such inspection work a charge is made to the developer.

SENIOR CIVIL ENGINEER—The Senior Civil Engineer's time is taken up with the planning and supervision of improvements, the apportionment of taxes and assessments, work in connection with the Planning Board, revisions of tax and other maps, issuing of permits, inspections, surveys for streets, engineering for the W.P.A. projects and such other projects and plans which may arise from time to time.

JUNIOR CIVIL ENGINEERS AND ENGINEERING ASSISTANTS—This item provides for the payment of the salaries of the Junior Civil Engineers and Engineering Assistants as may be necessary from time to time. Much of the work of these men is connected with various improvements, and such time is charged directly against the individual improvements. The work for which provision is made in the budget is spent on inspection of work done by individual developers in the paving of streets and the laying of curbs and sewers. For this a charge is made to the developer; the balance left for the taxpayer is then but a portion of the whole cost.

BUILDING DEPARTMENT—The Building Department at present consists of two persons, classified by the Civil Service Commission as Building Inspector and Plan Examiner, with the same rate of compensation. Future plans, if building continues to increase, particularly if a large number of apartment houses are to be erected, comprehend a reorganization of this department so that it will be headed by a Superintendent of Buildings, with an Inspector and Plan Examiner directly subordinate to him. Compensation at present for the Building Inspector is set at what he is now receiving, \$2,300., and there is allowed \$2,280. for the Plan Examiner. These are the maximum salaries fixed by the Civil Service Commission.

CLERICAL ASSISTANT—The Department uses a Clerk-stenographer in common with the Engineering Department.

PURCHASING AGENT—In 1937 a purchasing agent was appointed to handle the purchasing of supplies and equipment for all departments, except such as are bought on open contract and bids. As a result discounts have been secured, goods received have been better checked against the orders, comparative prices and quality have been ascertained, and a more strict control exercised over expenditures against the budget, tending to eliminate the over-expenditures of individual accounts. Last month a Grand Jury presentment recommended the employment of purchasing officers in all towns. The work in Teaneck is entirely handled by one person.

PLANNING AND ADJUSTMENT BOARDS—This item provides for the clerical services for these boards, plus such minor costs for maps or supplies as may be necessary.

PUBLIC BUILDINGS—The items included in this appropriation provide primarily for the upkeep of the Town Hall, and for the necessary upkeep on the few properties which the Township has acquired through foreclosure proceedings. These are five in number, a house in West Englewood, two houses in Glenwood Park, a gas station on Fort Lee Road, and a former real estate office along Route #4, now being used by the Girl Scouts. These properties are all rented, and are covered by landlord's liability insurance and fire insurance. Several other buildings were acquired during the course of foreclosure, but were so far deteriorated that they were torn down. The purpose of the different items under this appropriation are sufficiently described by their titles.

MISCELLANEOUS GENERAL GOVERNMENT COSTS—Here are grouped items for services or supplies used by any or all of the different General Government departments, the detailed allocation of which to each individual department would result in unnecessary refinements.

Extra Clerical—This item provides for clerical help for the Advisory Boards of the Township and for such emergency help in the different departments as might be needed.

Equipment, Supplies and Printing—This item provides for all the miscellaneous stationery, postage, supplies and printing of the Township, including machines and the maintenance thereof, printing and distribution of the budget and of special reports and booklets, miscellaneous material required in connection with white collar W.P.A. projects, the printing and mailing of tax bills and the Township Manager's car allowance. The item this year makes provision for the purchase of a special cash register and receipting machine for use in the Tax Collector's office.

Legal Advertising—This item carries only the costs of advertising the general ordinances of the Township. The cost of advertising special assessment ordinances, or bond ordinances, are charged against the project itself.

Bonds & Insurance—The following items of insurance are charged against this item—Employees' Bonds—Workmen's Compensation Insurance on general employees—Mercantile Robbery and Safe Burglary—Fire Insurance on Municipal Building—Public liability and Fire Insurance on buildings acquired by the Township.

Telephones—The general service of the Municipal Building is provided for in this item. Yearly checks are made with the Telephone Company to ascertain whether, through combinations or variations in classifications, any reduction in costs can be made.

Elections—This item provides for those election costs which must be carried by the Township, including additional costs of special registrations. In general, the costs are as follows—Primary Election; sample ballots and envelopes, official ballots, advertising, posters and notices—General Election; advertising, posters and notices. Municipal Elections—Township pays all costs.

PROTECTION TO PERSONS AND PROPERTY

FIRE DEPARTMENT

There were no major changes made during the past year in the Fire Department. During the year the Schedule Rating Office raised Teaneck's classification to "B," making it one of approximately twelve municipalities in the entire State which enjoy a Class "B" or Class "A" rating. The National Board of Fire Underwriters also made a comprehensive survey of Teaneck, complimentary of the Department as it exists, but suggesting further expansions, primarily in manpower, additional officers, erection of alarm headquarters building and extension of the alarm circuit. No additional men were added to the department, nor are there any provided for in this budget. The principle change in the equipment was the overhauling and rebuilding of the oldest American LaFrance Pumper, the work being done by the Department itself. The fire alarm system was extended and five new boxes were erected. Fire college course and drill schools were held, attended by approximately 127 men from 19 out of town departments; 2588 inspections were made in line of fire prevention; 1352 oil burner inspections were made and 135 men were assigned to places of public assemblage. The Department responded to a total of 499 alarms. The property loss was \$31,349., or \$1.25 per capita. The average five year loss per capita has been 95¢ against the National average of about \$2.00 per capita. The men of the Department are drilled daily by their officers and are kept in physical condition by exercises indoors and out.

PERSONNEL & SALARIES—The total personnel of the Fire Department at present numbers 32, distributed as follows:

| | 1938 | 1939 |
|--------------------------------------|---------------|---------------|
| 1 Deputy Fire Commissioner and Chief | \$3,800. | \$3,800. |
| 1 Assistant Chief | 3,000. | 3,000. |
| 1 Captain | 2,800. | 2,800. |
| 2 Lieutenants | 2,700. (each) | 2,700. (each) |
| 3 1st-Grade Firemen | 2,500. " | 2,500. " |
| 1 Mechanical Repairman | 1,900. | 1,900. |
| 21 3rd-Grade Firemen | 1,600. (each) | 1,700. (each) |
| 1 Temporary Fireman | 1,500. | 1,500. |
| 1 Repairman & Fire Alarm Operator | 1,600. | 1,700. |

The twenty-one 3rd-grade firemen are given an increase of \$100. in accordance with the understanding when they were appointed, to the effect that an increase of \$100. a year would be given until they reach the full status of first grade firemen at a salary of \$2,500. The top salary for mechanical repairman and for the Repairman and fire alarm operator is set by the Civil Service Commission at \$2,100.. The alarm man, who is the lowest paid, is given a \$100. increase toward this maximum.

RENTAL, VOLUNTEER HOUSES—The Township at present rents three volunteer fire houses, in two of which paid men are stationed. At the other, in Glenwood Park, an active Volunteer Company mans the apparatus, and while not often called into service, do form a reserve. In the two houses where the paid men are stationed, the Township also pays light and fuel bills and has shared in the remodelling costs made necessary to provide living quarters for the paid men.

LIGHT, HEAT, SUPPLIES—This item is based on past experience, as follows:

| | |
|-------------------------------|------------|
| Electric light, gas and water | \$1,000.00 |
| Fuel | 1,000.00 |
| Gasoline | 450.00 |
| Laundry | 180.00 |
| *Miscellaneous | 1,870.00 |
| | \$4,500.00 |

*Miscellaneous supplies include such items as machinery, tools, chains, gas masks, extinguisher refills, rubber coats and boots, helmets, auto supplies, batteries, brooms, brushes, bedding, towels, and so on down to the smaller but important items of soap, sponges, chamois, polish and rags used in the customary "clean-up" of premises, apparatus and equipment after a fire.

HOSE—The appropriation of \$1,500. will buy approximately 2,000 feet of hose for the department. The hose bought during recent years is equal in quality to that bought by New York City. It costs about 60% of the usual cost of fire hose bought by the general municipalities.

ADDITIONS AND REPAIRS TO APPARATUS—This year only the upkeep of existing apparatus is contemplated. This would include the purchase of necessary minor equipment, new tires and ordinary repairs made necessary due to accident or breakdown.

ADDITIONS AND REPAIRS TO FIRE HOUSE—This item covers numerous miscellaneous repairs which become necessary from time to time, both in the Fire Headquarters and in the rented premises of the volunteer companies.

MAINTENANCE AND EXTENSION OF ALARM SYSTEM—Teaneck's alarm system, built by the Department, was begun in 1937 and now includes 26.6 miles of wire and 30 boxes, including the addition last year of 3 boxes and 4.6 miles of wire. This appropriation contemplates the extension of this system by the addition of approximately 10 boxes and 5 miles of wire. As heretofore, the material will be purchased wholesale, and the installation made by men of the department. The intention is to add to the alarm system each year, but before the system is entirely completed, a central fire alarm station will have to be provided for. This would

only be a small building, but of fireproof construction in an isolated location for safety in case of general conflagration.

INSURANCE—This item covers the following:

| | |
|--------------------------------------|----------|
| Compensation | \$1,100. |
| (Rate \$1.652 per \$100. of payroll) | |
| Public Liability | 300. |
| Fire Insurance | 300. |
| | <hr/> |
| | \$1,700. |

PENSIONS—The necessity for this appropriation is explained under "Police," where also the insufficiency of the pension fund from an actuarial standpoint is pointed out.

HYDRANTS

This item includes the charge made by the Hackensack Water Company and the Bogota Water Company for hydrant service in accordance with rules fixed by the Public Utility Commission. It consists of a fixed maintenance charge per hydrant, plus a charge of one cent per inch foot of mains laid in the Township, for example, for each foot of 10 inch main laid in the Township, the annual charge is 10¢. There are now 452 hydrants in the Township, 431 furnished by the Hackensack Water Company and 21 by the Bogota Water Company. The average yearly cost per hydrant, including the inch foot charge, supplied by the Hackensack Water Company is \$77, and is \$63. for hydrants furnished by the Bogota Water Company. An increase in the appropriation is necessary because of the additional mains and hydrants in new developments.

The appropriation breaks down as follows:

| |
|--|
| \$28,032.—Hackensack distribution charge |
| 1,118.—Bogota distribution charge |
| 5,182.—Hackensack hydrant charge |
| 210.—Bogota hydrant charge |
| <hr/> |
| \$34,542. |

POLICE DEPARTMENT

The Police Department, during the past year, has operated with a total of 33 men. The principle changes or improvements made have been the assignment of one man to fingerprinting, photography and check-up on solicitors, merchants and pedlar's licenses, and the assignment of 3 patrolmen to plain clothes work in the Police Department. These four men all use their private cars during their tour of duty, for which they each are made an allowance of \$15. a month. This has greatly increased the mobility of the Department at a moderate additional cost. Three men and the Chief attended Rutgers College for special police courses.

The primary function of a Police Department is that of crime prevention. The following statistics indicate the success of the department in this respect—

(From 1938 Federal Bureau of Investigation statistics of 451 cities of from 10,000 to 25,000 population.)

| | | |
|---|------|---------------------|
| Robbery—Teaneck's rate for 1938 is..... | 8% | of the average rate |
| Aggravated Assault—Teaneck's rate is..... | 26% | " " " " |
| Burglary, Breaking and Entry—Teaneck's rate is..... | 68% | " " " " |
| Larceny—Teaneck's rate is..... | 12% | " " " " |
| Murder | None | in Teaneck |
| Rape | None | " " |

The traffic safety and accident prevention work is probably the second most important part of the Police Department's work. There was one fatal accident in Teaneck last year, which would entitle Teaneck to 12th place among the 71 cities of 25,000-50,000 population competing in a National Traffic Safety Contest. The Bergen County Safety Council reports that the records show Teaneck has the greatest two-year improvement in traffic fatalities among 31 of Bergen County's municipalities reporting.

PERSONNEL AND SALARIES—The appropriation this year provides for an increase in the department of three men, which would give us an average of one patrolman for each 710 persons. This, according to recent surveys, is the average for suburban municipalities of New Jersey. The men are primarily needed for filling in night shifts, particularly during vacations and sickness. The Civil Service Commission is holding examinations for the filling of the vacancies in the grades of Captain, Lieutenants and Sergeants. The normal increase of \$100. a year is allotted to each of the 3rd grade patrolmen. At present the department set-up is as follows:

| | 1938 | 1939 |
|------------------------------|-------------|-------------|
| 1 Chief | \$3,800. | \$3,800. |
| 2 Lieutenants | 2,800. each | 2,800. each |
| 4 Sergeants | 2,700. " | 2,700. " |
| 20 1st grade Patrolmen | 2,500. " | 2,500. " |
| 3 3rd " " | 1,700. " | 1,800. " |
| 3 3rd " " | 1,600. " | 1,700. " |
| <hr/> | | |
| 33 | | |
| 1 Dog Warden | 1,600. | 1,600. |
| 1 Handy Man | 1,200. | 1,200. |

MOTOR EQUIPMENT—The motor equipment of the Township consists of four coupes and two coaches, all radio equipped and doing general patrol duty. Both coaches are built so as to permit them to serve as ambulances in case of an emergency. They carry stretchers and first aid equipment. The average yearly mileage covered by a police car in Teaneck is 50,000. New cars are purchased every year under public bidding and are maintained by the successful bidder. Gasoline is also purchased wholesale through public bidding. Besides these patrol cars, the Dog Warden's truck is also maintained out of this appropriation, and an allowance of \$15.00 a month, gas and oil is made for the use of private cars to six additional men, the Detective-Sergeant, the Patrolman in Charge of School Traffic and General Safety Work, the Patrolman in charge of checking on pedlars and solicitors, and the three patrolmen assigned to the Detective Bureau. This in effect means that the department has at its command 12 motor vehicles.

TELEPHONES AND RADIO—This item covers not only the regular telephone service (the Police Department now uses five trunk lines) but also that of the remaining call boxes scattered throughout the Town, and the necessary maintenance and inspection work on the radios with which each car is equipped.

Police headquarters are connected by a direct wire with the County radio transmitter in Hackensack from where the calls are broadcast. The possibility of the establishment of a two-way radio system is under consideration. The ultimate solution may be the establishment of a general communication or alarm headquarters for the Township, serving both police and fire departments.

SUPPLIES—Keeping the Police Department fully equipped, trained and ready for service at all times, demands a constantly increasing list of supplies, among which are ammunition, (50,000 rounds of revolver ammunition are used a year), first aid, photographic and fingerprinting materials, lanterns, fire extinguishers, fusees, spot lights, car heaters, rubber boots and coats, safety material, prisoners' meals, etc. The men buy their own uniforms.

TRAFFIC GUIDANCE—This work is done by the handy man of the Police Department, with the assistance of the Dog Warden. The number of signs and street marking is constantly increasing because of the public demand. The appropriation takes care of paints, traffic signs and wages.

TRAFFIC SIGNALS—The Township at present maintains traffic lights at nine intersections. Last year's total expenditure was \$2,653.86, divided as follows:

| | |
|-------------------------------|------------|
| Repairs and maintenance | \$1,541.83 |
| Power | 1,112.03 |

The appropriation was exceeded because considerable overhauling and renewal of the automatic equipment was undertaken. While traffic signals are not a panacea for accidents, and while often the erection of additional signals, aside from impeding traffic, result in additional accidents of a different character, the appropriation this year contemplates the erection of at least one new light, tentatively located at Tryon Avenue and Teaneck Road, made necessary by the improvement of Tryon Avenue west of Teaneck Road. Before any lights are placed in the Township, it is necessary to have the approval of the Motor Vehicle Commission.

DOCTOR—This item is not for services to the members of the Police Department, but is for such doctor's services as may be needed for those arrested, particularly in the examination of drunken drivers.

INSURANCE—This item covers public liability, fire and compensation insurance, divided as follows:

| | |
|---|----------|
| Compensation (Rate \$1.464 per \$100. of payroll) | \$1,300. |
| Public Liability | 450. |
| Fire Insurance | 5. |
| | \$1,755. |

PENSIONS—The present State Law requires that an amount equal to 4% of the policemen and firemen's salaries be each year appropriated for the Pension Fund. The men themselves contribute another 4% or more, depending on age. However, the combined appropriation of 8% each year is far below the actuarial requirements of the fund, and Teaneck's fund, in common with all other municipal police and firemen's pension funds, shows a large actuarial deficit. The contribution made by both men and the municipality should be raised considerably or the taxpayers of the future will have to pay a large amount to meet the demand.

PISTOL SHOOT—Teaneck has, for several years now, staged annually a pistol shoot which has received National recognition. About 125 teams from Police Departments, banks, railroads and government departments enter the contest. This pistol shoot is valuable in improving the marksmanship of the men, in increasing the esprit de corps of the department, and in making Teaneck known to other police departments. However, it is a project which must be kept within bounds, and the item has been separated this year so that its cost may be actually known.

STREETS AND ROADS

Streets and Roads is one of the bureaus of the Department of Public Works. Other divisions are the building of new streets, shade trees, street cleaning, supervision of ash and garbage removal, maintenance and repair of sewers, maintenance of parks and playgrounds, and care and upkeep of public buildings. These functions, which really are under the Department of Public Works, have been broken up in the budget in accordance with the requirements of the State Department of Local Government. In addition to these principle functions, the department performs a large variety of odd jobs.

The equipment of the Department of Public Works has, through replacements and additions, been brought and kept to a point where it is ample and in good condition.

SUPERINTENDENT—The Superintendent's salary this year is set at \$3,200., within the maximum fixed by the Civil Service Commission.

FOREMAN—This item shows no change over what it has been for some years.

MECHANICAL REPAIRMAN—The mechanic in the D.P.W. handles all repairs in the street and sewer department, and, consequently, his salary is divided between the two departments.

CLERK AND INSPECTOR-CLERK—This item provides for the salary of one general clerk for the department and one inspector-clerk. The salary of the clerk of the department, an employee for the last nine years, is set at \$1,200. as against \$1,050. of last year. The salary of the inspector-clerk remains at \$1,800. This does not provide any new personnel, for the man assigned as inspector-clerk has been with the Township more than ten years, and was formerly grouped with the truck and roller operators. To increase efficiency, the work of issuing permits for all types of construction on Township streets or sidewalks has been transferred from the Engineering Department to the D.P.W., where the ordinances originally put the work, but which was undertaken by the Engineering Department years ago when the two departments were combined. The granting of such licenses and permits by the Department of Public Works is logical, because this is the department which is concerned with the care of sewers and streets which are disturbed. In assigning a man particularly to this work, the resulting increase in fees can be used to compensate for his salary.

OPERATORS, MOTOR EQUIPMENT—This item provides for the wages of six men, who are the drivers and machine operators of this department. The appropriation of last year was under-expended, because part of the time these drivers worked on park and paving jobs, and their time was charged against these improvements.

EQUIPMENT AND SUPPLIES—This item provides for the upkeep of all the motor equipment in the department, gasoline, tires, telephone, light and fuel of the garage, plus all miscellaneous equipment. Sufficient

money is included in this appropriation to permit the turning in of two of the older trucks for new trucks, and for new grass cutting equipment and possibly sidewalk plows. The appropriation breakdown is as follows:

| | |
|--|----------|
| Fuel | \$500. |
| Telephone | 250. |
| Light | 200. |
| General Supplies, Miscellaneous Equipment and repair thereof | 1,700. |
| Tires, Gas, Oil and Motor Repairs | 2,500. |
| New Equipment | 1,850. |
| | \$7,500. |

ROAD LABOR—The appropriation is set at the same amount as the expenditures of last year, and provides for an average of five laborers.

ROAD MATERIAL—The appropriation this year has been set at \$6,000. or \$1,500. above actual expenditures last year, to permit a moderate amount of street oiling to be done. Against it are charged all the material, such as stone, asphalt, concrete, cinders and tar used in regular street maintenance.

SNOW REMOVAL AND COASTING GUARDS—The item of snow removal in any budget must be purely an estimate. The total appropriation this year is the same as last, but the title is somewhat changed so as to include the guards employed during the coasting season. Unemployed labor is used as far as possible on this, and when so used is charged against the relief appropriation. However, at times there are not enough men on the relief rolls available, and extra men are hired. These had been previously charged against the police appropriation. Because of the question of pension rights, it is thought better to make the charge against this item in the street department budget.

STREET SIGNS—Last year's demand for street signs was heavy because of the large number of new streets being opened up and the replacement of a great number of signs. The work this year is estimated at \$500.

INSURANCE—This insurance item groups the insurance for all the branches of the D.P.W., except that on sewers. It breaks up as follows:

| | |
|------------------------------------|---------|
| Compensation (various rates) | \$905 |
| Public Liability | 380 |
| Fire | 15 |
| | \$1,300 |

SHADE TREE AND HORTICULTURE

The Shade Tree Division is set up as a branch of the D.P.W. and to it are assigned a truck, an operator of motor equipment and two laborers. It is directly in charge of a Shade Tree Supervisor. This bureau has been taking care of not only all the shade trees, (planting, pruning, removal), but of all of the horticulture work in the Township, among this work being included the care of all plant life in the Township parks and open spaces, the preparation of new areas for park purposes, such as those along the highway, and general gardening work. As pointed out in last year's budget, all of this work does not pertain to shade trees, but it is work which must be done, and it would seem logical to put it in charge of a group which is constantly dealing with plant life. A citizen's Shade Tree Advisory Board keeps in close contact with the work and determines general policies.

SHADE TREE SUPERVISOR—This item provides for the salary of the supervisor, who is a competent tree man of much experience. While the Township can only do work on trees in the Township's parks and on the public streets, the services of this supervisor are available to any property owner for advice and consultation concerning trees on private property.

LABOR—This item provides for the services of a year 'round operator of motor equipment, plus two or three additional laborers as may be necessary.

EQUIPMENT AND SUPPLIES—This item provides primarily for the necessary equipment and supplies for the work of this bureau, such as saws, ropes, cable, hardware, and for the purchase of shrubs, flowers, Christmas decorations, fertilizer, grass seed, etc., and for insurance amounting to about \$500. \$1,000. of the amount is allotted to this, the other \$2,000. has been added at the request of the Shade Tree Advisory Board to start and continue a shade tree planting project in the Township. It is proposed to use this appropriation for the purchase of trees, sufficient to plant blocks, the cost of such planting to be assessed against the abutting owners. This will establish a sort of revolving fund, except that the receipts of the fund will go into the general treasury and will have to be appropriated out each year. It is the intention of the Shade Tree Advisory Board to recommend the planting of individual streets and blocks. Notice and hearing to the owners who will be assessed for the cost thereof, must be given.

STREET LIGHTS

The yearly street lighting bill of the Township of Teaneck is \$30,955.77 for the lights now burning. The appropriation is slightly larger to allow for the erection of additional lights made necessary by the constant opening of new streets. The following table shows the numbers, size and costs of lamps in use at present:

| | | | | | |
|------|-------|-------------|---|---------|-----------|
| 937— | 1000 | lumen lamps | @ | \$23.35 | per annum |
| 199— | 2500 | " " | @ | 41.95 | " " |
| 11— | 4000 | " " | @ | 54.80 | " " |
| 17— | 6000 | " " | @ | 64.35 | " " |
| 2— | 10000 | " " | @ | 82.45 | " " |

During the past year a five year lighting contract was entered into with the Public Service Electric and Gas Company, the Township thereby securing an additional 2½% discount on its bill.

SANITATION

STREET CLEANING—The Township at present operates one mechanical street sweeper, bought in 1937. With the increasing number of paved streets in the Township, it will be necessary very shortly to place a double shift on this sweeper, or to purchase an additional sweeper. The objection to placing a double shift on the sweeper is that the most efficient sweeping is done in the early morning hours when the streets are free from parked cars. The machine is operated by a sweeper operator, whose present salary is \$1,900. Aside from operating the sweeper, this man makes his own brooms and tends to his own repairing. At times an additional man is placed

on the machine. A newer and lighter sweeper is being placed on the market at about half the cost of the present machines, and its possibilities are being investigated.

GARBAGE AND ASH REMOVAL—For two years the Township of Teaneck had the operation of its dumps under a contract, by which a nominal amount was received for the privilege of scavenging. The contractor has found it unprofitable, and has not renewed the contract. To replace this system, the Teaneck scavengers, through their association, propose to take care of the dump by covering the surface with one foot of earth, a method which, if carried out, should be successful in alleviating all complaints therefrom. Such an agreement with the Teaneck Sanitary Association is now before the Council for action. Consequently, no appropriation is made for the Township work on these dumps.

During the year the Manager submitted a second report on the whole question of garbage and refuse disposal.

SEWERS—This branch of the Department of Public Works takes care of the operation of three "disposal" plants, one situated along the Overpeck Creek and two along the Hackensack River, and three sewage pumping plants. The fourth sewage disposal plant in the southeastern section is about to be abandoned, arrangements having been made to pump the sewage from this plant to the other plant along the Overpeck Creek. Teaneck's "disposal" plants do not dispose of the sewage to the extent that the final product of the process is inoffensive or harmless. They provide only the first stages, and eventually must be supplemented by further refining processes, or a trunk sewer substituted therefor. The bureau attends to the cleaning of the sanitary and storm sewers, and is often called upon to work nights, Sundays and holidays.

SUPERINTENDENT—This item includes half of the salary of the Supt. of Public Works.

CHIEF OPERATOR—The duties of the Chief Operator, besides the actual charge of one of the plants, are general supervision over all of the other operators, plants and pumping stations. He is also required to do the necessary repair work with the assistance of the mechanic.

OPERATORS & MECHANIC—This item provides for the full time services of three men, the half time service of another operator, and half the salary of the mechanic.

LABOR—Against this item is charged the labor necessary in flushing and maintaining sewers. During the year the Township entered into a contract with a fertilizer company for the removal of all sludge from the drying beds. The Township only receives a nominal sum for this, but the product has heretofore always been a waste product, and the present arrangement saves the Township the cost of its removal from the beds.

POWER AND WATER—This power is used in the operating of sewage pumps at the various pumping stations. Large quantities of water are used in keeping the plants in a sanitary condition.

SUPPLIES—Numerous supplies, such as pumps, hose, sand and tools are necessary in the operation of the sewer and sewage disposal plants.

INSURANCE—This item only covers compensation insurance on the men.

HEALTH AND CHARITIES

Under the new grouping, there is included in this division the Board of Health and the Poor Relief.

BOARD OF HEALTH—The Board of Health, under the Manager's general supervision, is administered directly by the Director of Health, Dr. B. S. Bookstaver, a licensed physician, who is serving at the salary of \$1.00 a year. Its functions cover anything which has to do with the health of the community as a whole, among which are placarding of all homes where there is communicable disease, issuing of birth, marriage, death and burial certificates, inspection of food handlers, inspection of all stores and vehicles selling or transporting food, the licensing of plumbers, the inspection of all plumbing, supervision of child hygiene clinics, and the investigation and remedying of all nuisances affecting the public health. To be a proper matter for correction by the Department, such nuisance must be public in character, and not one which affects only an individual or a limited number of persons. Very close contact is maintained with the health work in the schools, as Dr. Bookstaver is also Chief Medical Director of Schools, and with the State Health Department. These contacts and cooperation are to a large degree responsible for the excellent health records of the Township. In 1933, for the second year in succession, there was not a death in the Township of a child due to contagious diseases.

HEALTH OFFICER—Teaneck shares the time of this Officer with Dumont and Ridgefield Park, and were it not for the constant work of the Director of Health such limited services would not be sufficient. Teaneck is reaching the point where it will very shortly need the services of a full time Health Officer, specifically trained in modern public health.

CLERICAL, SUPPLIES, PRINTING, GAS—The Department uses one full time clerk. The budget makes provision for an increase in salary from \$1,100. to \$1,200. Gasoline and oil are supplied to the Health Officer, Teacher of Child Hygiene and Director, who use their own cars.

TEACHER OF CHILD HYGIENE—Teaneck provides two weekly clinics for babies and prenatal work. This work, and home visiting, is under the direct charge of a Teacher of Child Hygiene, who is a registered nurse and who also does some general work for the Department such as follow up on tubercular cases. Her salary is increased \$100. to \$1600. The balance of the appropriation is used for doctors who are in attendance at the weekly clinics, and for miscellaneous supplies needed therein.

MOSQUITO EXTERMINATION—\$350. is the amount which Teaneck has appropriated for some years for the use of the Bergen County Mosquito Commission. This Commission takes care of the mosquito control work in the Township. The Commission last year spent approximately \$1200. in Teaneck, in ditching and covering of standing bodies of water with oil.

POOR RELIEF—Last year the Legislature placed local relief in the care of a Local Assistance Board, which in Teaneck's case consists of a minister, business man and a doctor. They employ a Relief Director, whose assistants, a clerk and a part time investigator, are, in turn, appointed by the Manager. The Board is charged with the care of the indigent of the Township. It maintains contact and cooperation with Federal and State relief agencies, such as the Board of Old Age Pension, Board of Children's Guardians, Domestic Relations Court, Children's Court and the various W.P.A. agencies. Through these contacts, and in helping to secure private employment, it reduces the direct relief load of the Township to a minimum. There is also a Poor Master, who has held the position for 28 years, and who gives only part time services to the Town and confines his attention to cases arising under the old Poor Laws.

Last year our relief costs were as follows:

COST

| | |
|---|-------------|
| Direct Relief Expenditures | \$17,399.00 |
| " " Bills unpaid 1-1-39 | 500.00 |
| Work Relief (School Crossing Guards) | 6,632.50 |
| W.P.A. Contributions (Sewing & Household Aid) | 1,611.91 |
| Administration (Salaries, Rent, Phone, Gas) | 4,069.38 |
| | \$30,212.79 |
| Minus 1937 bills paid in 1938 | 915.33 |
| | \$29,297.46 |

SOURCE OF FUNDS

| | |
|------------------------------------|-------------|
| 1938 Budget | \$22,800.00 |
| 1939 Emergency Appropriation | 3,500.00 |
| State | 4,898.03 |
| | \$31,198.03 |

| | | | |
|---|--------|-----------|-------------|
| Maximum Load (Work & Direct Relief)..... | March | 105 cases | 375 persons |
| Minimum Load | August | 66 " | 225 " |
| Average Load | | 80 " | 280 " |
| Total number of cases and individuals receiving relief at some time during year | | 176 " | 619 " |
| % of population who had some help from relief | | 2½% | |
| Average % of population on relief at one time | | 1.1% | |

From present indications, the total cost of relief in Teaneck during 1939 will approximate that of 1938, providing W.P.A. projects are continued. While the State Legislature has not yet determined what amount the State shall bear of the cost, it would seem from all indications that any amount fixed by the State Legislature would not be sufficiently large to bring any benefit to Teaneck, because Teaneck, in comparison with other municipalities, has a comparatively light relief load, and one which will probably not exceed the minimum fixed by the State as being the cost which first must be carried by each municipality before the State will assist. It is for this reason that our total relief budget has been fixed at \$30,700., approximately the amount of the total cost of 1938 relief.

ADMINISTRATION—SALARIES—The salaries provide for the Relief Director at \$1900., Clerk-typist at \$1500., \$250. for the Poor Master for part time services, and \$550. for part time services of an investigator.

RENT AND SUPPLIES—This covers the rental of two stores on Market Street, light, telephone service and miscellaneous supplies, including gas and oil and repairs in moderation of the Relief Director's car.

POOR RELIEF—DIRECT RELIEF—To this item is charged all direct relief, whether it is food, milk, rent, heat, light or medical aid.

WORK RELIEF—This item provides primarily for maintaining about 15 men at various street crossings in the Township used by the children in going to and coming from school and also for guards for coasting and sleighing. These men are selected from a group who would otherwise be entitled to direct relief, and, therefore, the cost is an item properly chargeable against the relief expenditures.

W.P.A. CONTRIBUTIONS—The W.P.A. has and is maintaining a sewing project in the Township, for which the Township provides quarters, heat, light and findings, and makes a contribution to the Federal Government of \$12. per month for each woman employed. The project supplies work for about twelve women and costs the Township less as a whole than the direct relief of these families would.

A W.P.A. Household Aid Project is also in existence, for which the Township also furnishes rent, light, telephone service, gas and oil for Director's car and miscellaneous supplies.

RECREATIONAL AND EDUCATIONAL

MAINTENANCE OF PARKS AND PLAYGROUNDS—Teaneck is accumulating various park and playground areas which, together with the grounds about the public buildings, need care and maintenance. There are at present eight such areas in use, seven of which have been accumulated since 1930. They range in size from the Ammann Park to the Glenwood Park play area, besides numerous small areas at street intersections. This is exclusive of the Central Park.

LABOR—The labor provided for under this item is mainly the labor to be used in weeding, cutting of grass, repairing and maintaining equipment. The care of plant life has been done by the Shade Tree Division.

SUPPLIES & EQUIPMENT—This item furnishes the necessary tools, machinery and miscellaneous playground equipment.

IMPROVEMENTS, PARKS AND PLAYGROUNDS—During the last several years the Township has, through bond issues, provided \$115,000. for the acquisition of land for the establishment and development of parks in the Township of Teaneck, and for the fundamental improvements therein. The majority of this money was used in securing the necessary land for the Central Park area. The rest was spent in acquiring land for and improving Ammann Park, for improving the Route #4 Park, Harte Playground, Mackel Field, and in some clearing and grading of Central Park, and for the necessary engineering and consultant services. Through the exchange of property foreclosed by the Township for other property adjoining park sites, additional park area has been obtained. The present budget appropriation provides for a continuation of the work on these parks, and the beginning of at least one new park or playground in the northeastern section of the municipality.

Teaneck park area at present in use or under development (including all of Central Park) approximates seventy-five acres. Another sixty acres of foreclosed land is tentatively reserved for park purposes.

City planners and recreation experts estimate that one acre of Park area should be provided for each hundred of population, or a total of 250 acres for Teaneck's present population, with an ultimate need for perhaps 600 acres. Approximately 135 acres are now acquired or are reserved for future development.

Some land having been provided by bond issue, or through the use of foreclosed land, it is suggested that the further development of these parks can, to a large extent, be carried out through the years by yearly appropriations in the budget, unless the demand to provide parks sooner than could be done this way, makes desirable the issuance of additional bonds which in turn is only possible if the debt limit is changed. It is contemplated that the \$19,000. provided for in this appropriation shall be divided as follows:

\$3,500. to be used in the finishing up of that part of Ammann Park developed last year, and in the grading of the remainder of the area for a ballfield. This will put this park into very useable shape, although in the future fencing and a community house will probably have to be added.

\$3,500. for a new playground area of about five acres in the northeastern section of the Township. The acquisition of the ground has recently been arranged for, partly by use of land obtained by foreclosure, and partly because of exchanges of such property with a developer. This \$3500. will grade the plot for a ballfield and provide for a wading pool and some playground equipment.

\$12,000. for carrying on the work in the Central Park. This park, which will contain 52½ acres, lies between Queen Anne Road and the railroad, extending north from near the Highway to almost West Englewood Avenue and includes a 100 foot wide strip west of the railroad. The improvement of the park has been made into a W.P.A. project, and so sub-divided that the work can be done in steps. The first step is under way now, and when completed will develop the area south of Forest Avenue into a useable park. The Township's actual cash contributions on this portion of the work should not exceed the \$12,000. allotted thereto. This amount can in a way be considered as a relief appropriation, since the W.P.A. project now under way is employing about 75 Teaneck workmen, who, if they were to be returned to the Township poor relief rolls, would require a monthly expenditure of about \$2,100. Unless Teaneck sponsors projects of this nature it is not to be expected that Teaneck men will be employed on projects sponsored by other municipalities.

COMMUNITY CELEBRATION—This appropriation takes care of the 4th of July activities and various other miscellaneous patriotic observances and community celebrations.

LIBRARY

The Library is under the direct supervision and control of the Board of Trustees of the Library, the members of which are appointed by the Mayor. Their budget is included in the Township's budget as submitted by the Board of Trustees. Aside from the Library maintained at the main building, the Library also operates a school branch. The total circulation of books during the past year amounted to 182,000. There are 6,000 registered borrowers in the main library, and 1,800 in the school library. There are a total of 22,000 books in the library system. The auditorium provided under the library is used by many civic organizations; and under the auspices of the Library, reading clubs, lectures, story hours and art exhibits have been conducted.

DEBT SERVICE

GENERAL COMMENT—The following tables are intended to give the taxpayers as simple, fair and non-technical a picture as it is possible to do, of the Township's financial position as of the beginning of the year. So many factors enter into a determination of this status that no statement could be given which would show this status, with all its ramifications in detail, and still be intelligible to any but the trained municipal accountant.

As of January 1, 1939, the Township's total indebtedness, as shown in the following table, amounted to \$3,141,941.81 with \$423,002.80 cash in hand applicable to the payment thereof. The remainder will have to be paid by Teaneck property owners between now and 1965, either through assessments or taxes, except for such amounts as may be contributed from the surplus accounts of the Township. These surplus accounts will be largely affected by the sale of foreclosed property. That is when the Township sells a piece of property the amount thereof is reflected in the surplus, and such surplus can eventually be used either for the retirement of outstanding debt, or for the payment of new improvements—

STATEMENT OF BONDS

| | OUTSTANDING Jan. 1, 1938 | OUTSTANDING Dec. 31, 1938 |
|---|------------------------------------|-------------------------------------|
| Total Capital Bonds and Bond Anticipation Notes | \$756,000.00 | \$782,074.62 |
| Total Local Improvement Bonds and Bond Anticipation Notes | 218,500.00 | 194,867.19 |
| Total Relief Bonds | 19,000.00 | 12,000.00 |
| Total Funding Bonds | 2,276,000.00 | 2,153,000.00 |
| | \$3,269,500.00 | \$3,141,941.81 |

The following table shows the total change in the debt status since January 1, 1931—

| | |
|--|-----------------------|
| Total Bonds outstanding January 1, 1931— (Minus cash in hand applicable to payment thereof) | \$4,971,000.00 |
| Bonds issued since January 1, 1931— (Exclusive of refunding Bonds) | 553,151.81 |
| | \$5,524,151.81 |
| Bonds outstanding January 1, 1939— (Minus cash in hand applicable to payment thereof) | 2,718,939.01 |
| TOTAL AMOUNT OF BONDS PAID OFF SINCE JANUARY 1, 1931 | \$2,805,212.80 |
| Net Bonded Debt per \$1,000. of assessed valuation, January 1, 1931..... | \$254. |
| Net Bonded Debt per \$1,000. of assessed valuation, January 1, 1939..... | \$99. |
| | % of reduction 61% |
| Net Bonded Debt per capita, January 1, 1931 | \$301. |
| Net Bonded Debt per capita, January 1, 1939 | 106. |
| | % of reduction 65% |

The remaining debt will not be paid off at this rate, largely because most of the liquid assets in the way of assessments collectible have been collected, and, secondly, because a greater amount of public improvements will probably be necessary during the coming years than have been undertaken in the past eight.

The principle capital improvement facing the Township in the near future is the extension of Teaneck's disposal plants, or the construction of trunk sewers, both in the Hackensack and in the Overpeck Creek Valley. The State Board of Health is pressing all municipalities for some action to cease pollution of these streams,

but such action to be effective must be undertaken either as a trunk sewer for all municipalities, or by simultaneous action in the enlargement and refinement of their disposal plants.

The further park developments can, to a large extent, be carried in the local budget. Developers are generally providing lateral sewers and paved streets, so that in the future the Township will have to bond itself only to a limited extent to provide for the paving of streets developed before the paving was done by developers.

There are other major improvements which the Township must eventually have, such as overpasses, increases in the size of public buildings, new fire and police stations and an incinerator. At present the issuance of further bonds is practically barred by the existing debt limit requirements of the new Bond Act, one of which is that municipalities might, after the Act went into force, borrow 60% of the amount they paid off subsequently, but never more than 2% of the assessed valuation. It is this latter provision which bars the further issuance of bonds in Teaneck, since the Township has used all of its 2% borrowing capacity since the Bond Act was made a law in 1935, except \$10,000. A good portion of these bonds issued since that time have already been paid off, but the law makes no provision for an allowance for bonds paid off. Unless and until this act is changed, the Township will be barred from making further capital improvements, until its net debt percentage falls below 7%, which, at the present rate, would not be for about five years.

STATEMENT OF ASSETS AND LIABILITIES

There follows a condensed and simplified statement of the assets and liabilities which the Township of Teaneck has at present. The statement shows that if the Township could at present realize on all of its assets, that then it could wipe out its present debt without requiring the future taxpayers to meet the maturities of bonds. These figures do not include bonded school debt, which amounts to \$1,354,000.

| ASSETS | | LIABILITIES | |
|----------------------------------|----------------|----------------------------|----------------|
| Taxes Outstanding | \$365,456.70 | Bonds Outstanding | |
| Tax Title Liens Outstanding | | (Due in 1939-1965) | \$3,141,941.81 |
| Interest and Costs Included | 590,061.88 | Water and Gas Payments due | |
| Assessment Lien Interest | 1,119.02 | on Properties | 3,402.28 |
| Assessments Outstanding | 294,986.56 | Due School Board for | |
| Assessment Liens Outstanding | 418,621.77 | 1-1-39 to 7-1-39 | 241,809.75 |
| Assessments Held in Abeyance | 65,241.64 | Deposits Refundable and | |
| Pending Assessments | 97,106.04 | Excess Receipts | 1,791.19 |
| Second Class R. R. Tax | 9,106.80 | Prepaid 1939 Taxes | 16,539.77 |
| Franchise Tax, 1938 | 13,771.72 | Bills Outstanding 1-1-39 | 1,952.74 |
| Gross Receipts Tax, 1938 | 6,822.83 | | |
| Assessed Valuation of Land | | | |
| Acquired by Foreclosure | 866,780.00 | | |
| Due from State of New Jersey and | | | |
| United States Government | 29,553.25 | | |
| Cash in Bank | 649,762.42 | | |
| | \$3,408,390.63 | | \$3,407,437.54 |

A — PAYMENT OF BONDS

UNEMPLOYMENT BONDS—The total amount of unemployment bonds outstanding as of the first of the year is \$12,000, out of an original \$46,500. \$36,500. of the total was incurred directly for work relief to build the high school stadium and athletic field. No relief bonds have been issued since 1934, the cost since then being carried entirely in the budget appropriation, putting relief on a "pay as you go" basis. The debt appropriations have, in addition, been sufficient to reduce by \$34,500, the relief debt incurred in 1934 and prior.

CAPITAL BONDS—In this item is grouped the redemption of bonds issued from 1926 on, for non-assessable projects, that is, for improvements made by the Township as a whole, or bonds which have been issued to cover the Township's share of local improvements which were not assessed against the property owners.

FUNDING BONDS—In 1934 the Township found it necessary to issue refunding bonds in the total amount of \$2,910,000, to replace the temporary assessment bonds that had been issued for various improvements and assessed upon the benefitted property. Included in this amount were tax revenue notes of \$294,000, which had been issued to replace money which had been, prior to 1930, loaned by the Trust to Current account and spent. The Township did not find it necessary, as many a municipality did, to issue funding bonds to replace money which had been borrowed since 1930 in anticipation of taxes and spent to run the Town, nor was it necessary to refund the permanent bond issues for capital improvements.

The refunding process was carried out by the officials of the Township themselves at a nominal cost. It extended over a period of several years, so that the Township was able to take advantage of the constantly increasing financial stability of the Township and the improvement in the municipal bond market, to the extent that the final refunding bonds were disposed of at a rate of 3¼%. The maximum interest saving per year is estimated at \$35,000.

These refunding bonds are a general obligation of the Township, but are paid directly out of a Special Trust Fund created for that purpose. Into this Trust Fund are placed all collections of assessments on improvements included in the refunding, plus all interest appropriations made by the Township. This Trust Fund at the end of the year totalled \$385,661.98 against which is charged in this budget an expenditure of \$140,000., allocated to the payment of maturities and \$50,685. to the payment of interest. The amount taken out of the Fund is \$11,520. less than the amount taken out last year. During the year the Fund will build itself up again to the extent that assessments are collected. It is predicted that the Fund will be entirely exhausted by 1942 at the present rate. However, it has been the policy not to sell properties which were delinquent for assessments only, as long as the taxes were kept paid up. This policy will necessarily have to be changed with the exhaustion of this Trust Fund, and a sale for unpaid assessments will have to be held, not later than July, 1941.

Between now and 1942 the surplus in the Current Account will also increase because of the sale of foreclosed properties. The unpaid assessments originally levied against these foreclosed properties were paid for from the proceeds of those bonds which were eventually refunded. Therefore, money derived from the sale of property should properly be used for the redemption of these refunding bonds. But even after making allowances for all money to be derived from the sale for assessments, and through money to be derived from the sale of the property, it seems that in about 1943 the entire debt service of these refunding bonds will fall on the municipality at large, and the inclusion thereof in the debt service in the budget will cause a sharp increase, particularly under the cash basis provisions. To avoid this it might be best to provide this year for a refunding ordinance which would postpone the maturities of 1943 and subsequent years. If this is thought advisable, action would have to be taken this year, since the authority for municipalities to refund expires during 1939. It would

not be necessary to do more than get the authority for the refunding, postponing the actual issuance of any bonds until 1943 was at hand and action could then be determined. As a suggestion, half the maturities could be taken care of in the budget each year, and funding bonds sold on the open market for the other half.

INTEREST PAYMENTS—In this division of the budget is grouped the interest payments due on the various classes of bonds which the Township still has outstanding.

DOWN PAYMENT ON IMPROVEMENTS—Whenever a municipality in New Jersey undertakes an improvement for which bonds are to be issued, one year's debt service must be charged against the current budget. The appropriation for the down payment on improvements makes provision for down payments on such bond ordinances as may be needed this year, for instance, the paving of Teaneck Road.

DEFICITS AND STATUTORY EXPENDITURES

EMERGENCY REVENUES—A municipality may, during any year, provide for extraordinary expenditures or over-runs in its budget. Each such emergency appropriation, however, must be included in the next year's budget. The \$3,500. emergency appropriation herein included, was made last year to provide additional money for poor relief.

DEFICIT UNEXPENDED BALANCE ACCOUNT—The unexpended balance account is an account to which are credited all unexpended balance appropriations, and from which are deducted over-expenditures, reductions in taxes by County or State Boards, cancellation of taxes and other items. The deficit in this item this year is almost entirely due to County Board reductions in valuations. In a cash basis budget it is perfectly proper to offset such an appropriation by non-cash surplus, which has been done in this budget to the extent of \$10,000.

DEFICIT MISCELLANEOUS REVENUES—This item provides an amount sufficient to compensate for revenues anticipated in the 1938 budget and not collected. The falling off occurred principally in collections of interest and costs on assessments, and interest on tax title liens. It was compensated for in part by over-collections on other revenue items.

CAPITAL EXPENDITURE, AUTHORITY FOR WHICH MAY HAVE BEEN SUBSEQUENTLY CANCELLED—An ordinance passed in 1937 provided for the paving of approximately thirty different streets or portions thereof. It was subsequently decided that three of these streets would not be paved, and in the amendment to the ordinance these three streets were eliminated. Prior to this amendment, however, preliminary engineering work had been done on these streets and charged against them in the amount of \$162.72. The amendment to the ordinance is probably ineffective insofar as it attempted to eliminate streets on which some money had been spent, but rather than re-amend the ordinance it is simpler to provide for it in this year's budget.

DEFICIT DEDICATED REVENUES FOR ASSESSMENT DEBT SERVICE—Under the new Bond Act, the accounting of and payment for bonds issued for local improvements has been made much more stringent. Originally the making of local improvements, and the issuance of bonds therefor, was entirely without any limit. It was the indiscriminate making of such local improvements that subsequently caused so much financial trouble to New Jersey municipalities. The first check on the power of municipalities to issue local improvement bonds was in 1930 when it was required that a certain portion of the outstanding bonds had to be charged against the debt limit. Under the new Bond Act, bonds issued for such improvements are all charged against the borrowing capacity of the municipality, and in addition thereto, the municipality must each year include in its budget all amounts assessed against the Township at large, any difference in the amount of bonds coming due during the year and the money in hand at the first of the year to meet their payments, and an amount corresponding to the amount of all assessments which may have become delinquent during the year. It is because of these three requirements that the Township of Teaneck must include in this year's budget an amount of \$12,286.79.

ASSESSMENTS CONFIRMED IN 1937 CANCELLED—The assessment in question is an assessment levied against the school property on Tryon Avenue for its proportionate share of the cost of paving that street. School property is not assessable for improvements. The assessment was cancelled, and the amount thereof placed in this year's budget.

OVER-RUN IN DETAIL OF APPROPRIATION ORDINANCE—This item of 60c results from an error in addition. The total amount charged against the paving of Forest Avenue was 60c more than the ordinance provided. Had it been caught before the first of the year the 60c could have been charged against a budget item. The ordinance as a whole was underexpended.

PAYMENT OF TEMPORARY BONDS ABOVE THE APPROPRIATION—The 1938 budget contained an appropriation in the amount of \$3,145. to pay off temporary notes to cover the cost of paving of Lambert, Schley and Claremont Streets. By the time the notes came due, however, the Township had collected from the property owners an additional \$1,853.61. Since the Bond Act requires that no new note can be renewed for a greater amount than the outstanding assessments, the note was reduced by the amount of the appropriation, plus the amount collected since the appropriation was made. Since the total payment thus became more than the appropriation, the auditors required that the difference be shown in the budget.

RESERVE FOR UNCOLLECTED TAXES—This is the item which must be added to the net amount of money required for operation and debt service, so that a municipality may operate on a cash basis. Under "revenues" there is an item related to this, that is the item "Receipts for Delinquent Taxes". To arrive at the amount of this appropriation, it is first necessary to determine the total amount of taxes which it would be necessary to raise. This is as follows:

| | |
|---------------------------|----------------|
| Township of Teaneck | \$ 200,946.37 |
| School Board | 594,259.75 |
| State and County | 300,517.12 |
| TOTAL | \$1,095,723.24 |

The above sum is the amount of taxes which will actually have to be collected during the year in order that the other taxing bodies may be paid, and that the Township's own operations and debt service can be taken care of. But if this were the amount actually levied, then the cash collections from the levy would be short. To avoid this cash deficit, it then becomes necessary to apply to the above total the per cent. of collections as determined by last year's experience, which in Teaneck's case is 79%. This means that \$307,071.84 additional must be levied and added to the Township's budget, so that the total levy will be \$1,402,795.08. Then if this year again only 79% of the levy is collected, the actual cash collections would be the actual amount required to pay to the School Board, County, State and for the Township's own costs. It will be noted that the entire burden of the overlay comes into the Township's budget. For instance, if one of the other agencies increases their levy by \$20,000. the Township would have to increase its reserve appropriation by an additional \$5,000. so as to be certain at the end of the year to have in cash the \$20,000. required by the other taxing authority.

TOWNSHIP COUNCIL

Milton G. Votee, Mayor

Henry Deissler

Samuel S. Paquin

Louis G. Morten

Karl D. Van Wagner

Paul A. Volcker, Township Manager

New Jersey Department of Local Government

Auditors

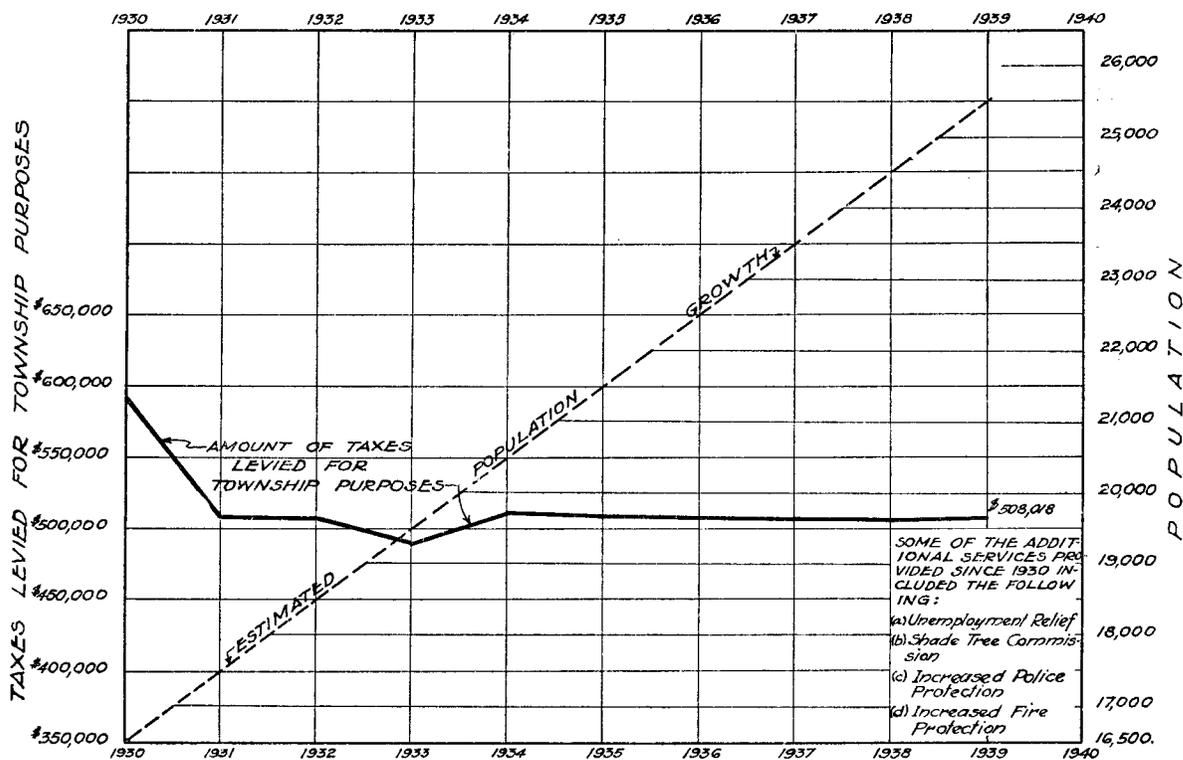


CHART - SHOWING - POPULATION - VS. - TAXES

DESPITE RAPIDLY INCREASING POPULATION AND ADDITIONAL SERVICE RENDERED, THE TAX MONEY REQUIRED FOR TOWNSHIP OPERATION AND DEBT REMAINED PRACTICALLY STATIONARY FROM 1931 TO 1939