

**MINUTES OF BOARD OF COMMISSIONERS  
WORK SESSION AND REGULAR MEETING  
May 13, 2015**

The Work Session of the Board of Commissioners of the Borough of West Cape May was called to order by Mayor Kaithern at 7:00 PM. The Open Public Meetings Statement was read by Mayor Kaithern who then led those present in the flag salute. Mayor Pamela Kaithern, Deputy Mayor Peter Burke, and Commissioner Carol Sabo answered roll call. Also in attendance: Deputy Clerk Dianne Rutherford, and Chris Gillin-Schwartz, appearing for Solicitor Corrado, who was absent. Engineer Ray Roberts, and Clerk Elaine Wallace were also absent.

**WORK SESSION**

**ENGINEER'S REPORT:** Ray Roberts provided his engineer's report but was not present. Mayor Kaithern reviewed the report and stated Mr. Roberts would attend the next meeting.

**OLD BUSINESS**

NFIP Community Rating System: Nothing new to report at this time.

Sidewalk Repair Resulting from Electric Pole Removal:

Deputy Mayor Peter Burke spoke with Verizon and they stated that they will not repair the damaged sidewalk. Mr. Burke communicated this information to the homeowners; sidewalk repairs are the homeowners' responsibility.

**NEW BUSINESS:**

Notifying area realtors and arborist about Ordinance 494-15 Tree Preservation

The Board discussed and agreed that notifying local realtors and tree service companies in the area would be wise in light of some recent tree removals without proper notifications. Mr. Burke will gather a list of companies to be notified of the new tree ordinance. Mayor Kaithern and the Clerks' office will prepare and send out the notifications. Also, Ordinance 494-15 will be noted in a newsletter to be included with the tax bills.

Updated Fair Share Housing –COAH Planner

Mayor Kaithern gave a quick overview of the new Fair Share Housing Regulations. An additional 65 units may be required in the Borough to comply with round 3 guidelines. The Borough will continue to work with Mr. Surenian and other municipalities. These participating municipalities will hire a firm to assist with the new regulations and determine the actual number of units needed to be in compliance. The cost of this will be shared amongst all participating municipalities. In addition to this, the Borough will still need to hire a COAH Planner for its specific needs to be prepared for the new regulations. Two firms provided proposals. The qualifications of each will be discussed in closed session.

### NJ Farm to School Network

The Commissioners received correspondence from Mr. Thomas Belasco on behalf of West Cape May Elementary School asking for the Board's support in the New Jersey Farm to School Network. This program is about farm awareness and education bringing farm fresh food to the school cafeterias. Commissioner Sabo will write a letter of support on behalf of the Board.

**CONSENT AGENDA:** On motion of Deputy Mayor Burke, seconded by Commissioner Sabo, the following Consent Agenda was unanimously approved on roll call vote.

Minutes: April 22, 2015 Work Session and Regular Meeting  
April 22, 2015 Closed Session

Ordinances for Introduction and Publication: None

### Resolutions:

- 76-15 Water Adjustment for Catastrophic Leak – Block 48, Lot 6
- 77-15 Water Adjustment for Catastrophic Leak – Block 44, Lot 5
- 78-15 Special Events Permit – Cape May New Jersey State Film Festival
- 79-15 Supporting Steps by New Jersey Officials to Protect and Support Federal Military Base Located in the State of New Jersey
- 80-15 Water Adjustment for Catastrophic Leak – Block 45, Lot 11
- 81-15 Water Adjustment for Catastrophic Leak - Block 6, Lot 14
- 82-15 Capital Budget Amendment
- 83-15 Acknowledging Award of Contract with Constellation/New Energy for the Provision of Electric Generation Supply Services for the South Jersey Power Cooperative
- 84-15 Resolution Commemorating the 100<sup>th</sup> Anniversary of the New Jersey League of Municipalities
- 85-15 Congratulating William G. Dressel, Jr., Executive Director of the New Jersey League of Municipalities, Upon his Retirement
- 86-15 Bill Payment
- 87-15 Scheduling of Closed Session – COAH Planning Contract
- 88-15 Authorizing Commissioner Sabo to draft a letter in support of NJ Farm to School Network

### **NON-CONSENT AGENDA:**

#### **ORDINANCES FOR SECOND READING AND PUBLIC HEARING:**

- 499-15 Bond Ordinance Providing for various Capital Improvements in and by the Borough of West Cape May, in the County of Cape May, New Jersey, Approximately \$265,000 Therefor and Authorizing the Issuance of \$251,750 Bonds or notes of the Borough to Finance Part of the Cost Thereof.

Mayor Pam Kaithern opened the Public Meeting. When no one wished to speak, the Mayor closed the Public Hearing. By Motion of Ms. Sabo, seconded by Mr. Burke, Ordinance 499-15 was adopted by unanimous roll call vote.

**COMMISSIONERS REPORTS:**

Commissioner Sabo reported she and Mayor Kaithern recently attended the US Coast Guard Celebration.

Deputy Mayor Burke had no report.

Mayor Kaithern had no report.

**PUBLIC PORTION:** No comments.

When no one wished to speak, the meeting was recessed into closed session at 7:40 PM and reconvened at 7:51 PM on motion of Deputy Mayor Burke seconded by Commissioner Sabo.

On Motion of Mayor Kaithern, seconded by Commissioner Sabo, the Commissioners, through Resolution 89-15, authorized a professional service appointment for COAH Planner – Heyer, Gruel and Associates.

There being no further business, the meeting was adjourned at 7:52 PM on motion of Deputy Mayor Burke, seconded by Commissioner Sabo.

Respectfully submitted,

Dianne Rutherford,  
Borough Deputy Clerk