

**MINUTES OF BOARD OF COMMISSIONERS
WORK SESSION AND REGULAR MEETING
AUGUST 23, 2017**

The Work Session of the Board of Commissioners of the Borough of West Cape May was called to order by Mayor Kaithern at 7:00pm. The Open Public Meetings Statement was read by Mayor Kaithern who then led those present in the flag salute. Mayor Pamela Kaithern, Deputy Mayor Burke and Commissioner Carol Sabo answered roll call. Also in attendance: Municipal Clerk Suzanne Stocker, Deputy Clerk Theresa Entead, Engineer Ray Roberts and Solicitor Chris Gillin-Schwartz.

PRESENTATION BY DR. SAVIO – WCM ELEMENTARY SCHOOL

Dr. Savio presented a Power Point Presentation on the Choice Program for West Cape May Elementary. A copy of the presentation will be available on the WCMES website, as well as the Borough's website. This presentation began at 7:05pm and ended at 7:59pm.

WORK SESSION - OLD BUSINESS:

NFIP Community Rating System:

Nothing new to report.

Verizon Wireless Proposal:

Nothing new to report.

Review of Properties with Municipal Liens:

Solicitor Gillin-Schwartz to provide Resolution to approve lien redemption for Third Avenue. Nothing new to report on other properties.

Dark Skies/Downward Facing Lights:

Paul Mulligan spoke of the Dark Sky Association which offers retailers for sales of dark sky compliant products. Mr. Mulligan spoke of a recent PZB application which architect used dark sky approved lighting, which has made the neighbors satisfied with light pollution and lighting between the properties. League of Municipalities offers a dark sky compliant presentation each year as well. Mr. Mulligan passed around a personal photo of a standard light fixture versus a downward facing light fixture. Most lighting installed on a site plan is to illuminate the ground for safety and light spillage and pollution could be prevented with downward facing lights. Deputy Mayor Burke expressed the request for Wilbraham Park to showcase trees with upward lighting. Engineer Roberts that in the event that this ordinance was to be adopted by the Borough, such request would not be compliant.

Mr. Mulligan further indicated that the establishment of a dark sky ordinance would save energy and not waste light. Mr. Mulligan indicated that the cost of these light fixtures have decreased over the years and are affordable. Resident asked if this was more for the purpose of light trespassing, rather than aesthetics. Mayor Kaithern asked about the loss of vegetation when lots are cleared for new construction and indicated that there may not be as bad of light pollution on larger properties. Deputy Mayor Burke asked a builder (Burke Builders) who was in audience for his opinion and Mr. Burke agreed that he liked the idea.

Mayor Kaithern asked Mr. Mulligan to work with Engineer Roberts to create a lighting ordinance which would be beneficial to the Borough, and to be required for new construction site plans.

Vegetation and Tree Ordinance Revisions:

Solicitor Gillin-Schwartz reviewed the updated ordinances and indicated that changes were made for conformity and consistency. Mayor Kaithern indicated that zones in vegetation ordinance need to be amended to reflect current zones. Mayor Kaithern asked about conditions for saving trees from damage when equipment comes in for lot clearing, Solicitor Gillin-Schwartz indicated that it should be covered under the tree ordinance. Deputy Mayor Burke suggested that it be moved to vegetation ordinance for site plan approval.

WORK SESSION - NEW BUSINESS:

Request for Walkway – Leaming/Elmira & NJDOT FY2018 State Aid Programs:

Engineer Roberts indicated that the Borough's last submitted NJDOT application rated well, but there was not enough funding. NJDOT gives extra points for 3-year denial, WCM has been denied 2 years and has received less points because the project does not touch a municipal building. Engineer Roberts indicated that support letters from residents/local businesses and police accident reports would make the applications more attractive for funding. Engineer Roberts further discussed the Safe Streets to Transit Project – CVity of Cape May now has sidewalk, but no sidewalk on West Cape May side. Since this access area is within half mile radius of transit center, it would be eligible for this grant. Engineer Roberts stated that he spoke to a representative who indicated that the Borough could submit both grant applications. Municipal Aid covers sidewalks, bikeways and roads. Safe Streets to Transit is within a certain distance to transportation centers. Engineer Roberts expressed concern with getting approval for both grants, rather than just one, but indicated that they will be reviewed by different agencies. The cost to the Borough for the completion and submission of the Municipal Aid grant is \$1,000, the Safe Streets to Transit cost is \$750. Commissioners agreed to move forward on both applications with sidewalks on both sides, if funding provides accordingly.mm

Homeowner Request -Third & Columbia Avenues:

404 Third Avenue – Engineer Roberts reviewed property lines on tax map. Mr. Kufra asked to be able to keep and maintain the area in question “green”, which is property within the Borough's right-of-way. Solicitor Gillin-Schwartz confirmed the Homeowner's request to allow sidewalk, driveway and grass which is in the borough's right-of-way. Solicitor Gillin-Schwartz further discussed the ability for the borough to grant an encroachment on the right-of- way. Solicitor Gillin-Schwartz suggested that an easement agreement should address the request of the homeowner. Solicitor Gillin-Schwartz will work with the resident to confirm the agreement terms.

Best Practices Inventory:

Clerk Stocker reviewed the best practices inventory worksheet with the Commissioners. Mayor Kaithern questioned the answer to #22. Clerk Stocker indicated that this answer was changed at the request of Chief Financial Officer Frank Donato. Clerk Stocker will provide a copy of the email with reasoning to the Commissioners. It was also discussed to create a vehicle policy for the Borough, to be included in the next Policies and Procedures Manual update.

PUBLIC PORTION:

No Public Comment

REVIEW OF REGULAR MEETING: Mayor Kaithern reviewed the Consent Agenda and Non-Consent agenda items.

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

Minutes:

August 9, 2017 – Work Session/Regular Meeting

Ordinances for Introduction and Publication:

NONE

Resolutions:

- 119-17 Authorize Refund of Peterson-Little Post 386 – Auxiliary of the VFW’s Deposit for Clean Up Fee
- 120-17 Authorize Special Event Permit – Cape May New Jersey State Film Festival
- 121-17 Raffle Licenses – Coalition Against Rape and Abuse, Inc.
- 122-17 Approving Social Affairs Permits – Mid-Atlantic Center for the Arts and Humanities
- 123-17 Authorizing Refund of Greater Cape May Historical Society’s Deposit for Clean Up Fee
- 124-17 Bill Payment

NON-CONSENT AGENDA

Ordinances for Second Reading and Public Hearing:

NONE

COMMISSIONER REPORTS

Commissioner Sabo had nothing to report.

Deputy Mayor Burke indicated that the exterior work to the firehouse building should be completed next week, weather permitting.

Mayor Kaithern had nothing to report.

PUBLIC PORTION

When no one wished to speak, the meeting was adjourned at 9:31pm on motion of Commissioner Sabo, seconded by Deputy Mayor Burke.

Respectfully submitted,

Suzanne M. Stocker, RMC
Municipal Clerk