

**MINUTES OF BOARD OF COMMISSIONERS
WORK SESSION AND REGULAR MEETING
MAY 10, 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 Peter Burke and Commissioner Carol Sabo answered roll call. Also in attendance: Municipal Clerk Suzanne Stocker, Deputy Clerk Theresa Entead, Solicitor Chris Gillin-Schwartz, Esquire and Chief Anthony Marino.

**WORK SESSION
OLD BUSINESS:**

NFIP Community Rating System:

Clerk Stocker indicated that approximately 6-8 non-compliant properties have submitted elevation certificates for review by the Construction Office. There is about another handful of properties which are still waiting to be reviewed once their documents are submitted.

Estate of Smith – Betty Robbins Memorial – Donation of a Bandstand:

Construction is underway. Bandstand should be completed by the first Farmer's Market. Discussion took place relative to the overhanging tree/branch in the area of the pavilion. It was determined that although the tree/branch is not a concern at the moment, it would be better to remove the tree before the pavilion is installed to avoid any future damage.

Verizon Wireless Proposal:

Nothing new to report.

Review of Properties with Municipal Liens:

Solicitor Gillin-Schwartz indicated that he received a copy of the title searches. He reviewed and has a few questions to speak with the title searcher about before providing any additional information.

Naming of Street on Honor of Mayor Jack Vasser:

Deputy Mayor Burke asked if any new progress has been made relative to scheduling the street dedication. Mayor Kaithern said that she will reach out to the family and try to schedule a date for the street dedication.

Broadway Resurfacing Improvements:

Deputy Mayor Burke asked for an update on the Easement Agreement for the project. Solicitor Gillin-Schwartz indicated that he had sent proposed language regarding repairs to County Counsel and is waiting their response. Deputy Mayor Burke and Commissioner Sabo briefly discussed their concerns with the project with Mayor Kaithern, as she was not in attendance at the last meeting.

NEW BUSINESS:

Atlantic City Electric Merger:

Mayor Kaithern discussed ACE's upcoming project to upgrade the Cape May Substation. ACE will be replacing poles through a non-residential area in West Cape May to improve service. Chief Marino indicated that this project was been a topic of discussion at a recent Council meeting in Cape May.

Change of Meeting Date:

Deputy Mayor Burke indicated that he has a scheduling conflict with the meeting scheduled for May 24, 2017. After discussion, the meeting will remain for May 24th at 7pm and Deputy Mayor Burke will not be in attendance.

Donation of Property to the Borough of West Cape May - Block 2, Lot 5:

Solicitor Gillin-Schwartz received a request from attorney representing the estate, asking to cover legal fees for property transfer. Solicitor Gillin-Schwartz indicated that this is not a possibility, but West Cape May could cover costs for the deed and recording. The Board of Commissioners agreed that would be a reasonable offer and advised Solicitor Gillin-Schwartz to move forward with response.

Coast Guard Community Sign:

Deputy Mayor Burke indicated that the two 4'x6' Coast Guard Community signs were delivered to the Borough to be placed in the community. When the signs were delivered, the County did not provide posts for installation of the signs. Once the posts are provided, locations will be determined to install the signs.

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.

Ordinances for Introduction and Publication:

NONE

Resolutions:

- 82-17 Amending Policies and Procedures Manual
- 83-17 Authorizing Remington & Vernick to Perform Tax Map Update
- 84-17 Authorizing License for a Non-Motorized Tour Business – RunCape
- 85-17 Bill Payment

NON-CONSENT AGENDA:

Minutes:

April 26, 2017 – Work Session/Regular Meeting

On motion of Deputy Mayor Burke, seconded by Commissioner Sabo, the Minutes from April 26, 2017 were approved on roll call vote by Deputy Mayor Burke and Commissioner Sabo. Mayor Kaithern abstained.

Ordinances for Second Reading and Public Hearing:

NONE

COMMISSIONER REPORTS:

Commissioner Sabo had nothing to report.

Deputy Mayor Burke spoke about the successful celebration of Arbor Day at West Cape May Elementary School on April 28th and the month-long celebration of Arbor Day by the Shade Tree Commission.

Mayor Kaithern spoke about the new pavilion being constructed and scheduled for completion before the first Farmer's Market of 2017. Mayor Kaithern also mentioned the rescheduling of the Borough-Wide Yard Sale for May 20th, due to the anticipation nor'easter for May 13th and Bulk Trash is remaining scheduled for May 17th.

PUBLIC PORTION:

When no one wished to speak, the meeting was adjourned at 8:03pm on motion of Commissioner Sabo, seconded by Deputy Mayor Burke.

Respectfully submitted,

Suzanne M. Stocker, RMC
Municipal Clerk