

**MINUTES OF BOARD OF COMMISSIONERS  
WORK SESSION AND REGULAR MEETING  
AUGUST 10, 2016**

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 Theresa Entead, and Acting Solicitor Chris Gillin-Schwartz.

**WORK SESSION**

**OLD BUSINESS:**

NFIP Community Rating System: The Deputy Clerk will send the list of properties to Commissioner Sabo, who will in turn send it to Don Arndt, Construction Official for West Cape May.

Naming Street in Honor of Mayor Jack Vasser: Nothing new to report.

Property Maintenance Regulations: The Solicitor to review.

Food Truck Regulations: Norm Roach, Zoning Official, will submit a zoning map that identifies all commercial properties in West Cape May that offer food, for the next meeting.

Construction Office Options: Nothing new to report.

**NEW BUSINESS:**

Stone Harbor Resolution Opposing Seismic Air-Gun Testing off the Coast of NJ: The Governing Body agreed they would join in and a resolution will be drafted and placed on the next agenda for approval.

Estate of Smith – Betty Robbins Memorial – Donation of a bandstand: Waiting on specs for the Gazebo that will be replaced. The Governing Body discussed the possibility of moving the old one to the lot on 2<sup>nd</sup> or 3<sup>rd</sup> Avenue.

Shade Trees – Shade Tree Commission – Code Enforcement: Chris Gillin-Schwartz will review state statute on curbside trees, fees allowed. He will also update the tree removal application to include the requirement of a NJ licensed tree expert and a section to indicate if the tree is on private property or Borough owned property. The Deputy Clerk will create a procedure list for the Governing Body to approve, and send the current tree removal application to Mr. Gillin-Schwartz. Mr. Roach will be notified on all decisions going forward.

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

The Work Session portion of the meeting was adjourned at 7:52 PM and the Regular Meeting convened at 7:57 PM.

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

Minutes: July 27, 2016 Work Session and Regular Meeting

Ordinances for Introduction and Publication: None

Resolutions:

- 116-16 Appointing Suzanne M. Stocker as Municipal Clerk
- 117-16 Authorizing Award of Contract For FY 2010 USDA Rural Development Sanitary Sewer Extension Program, Towable Emergency Generator
- 118-16 Accepting Corrective Action Plan for the 2015 Audit
- 119-16 Resolution Supporting Implementation of State Funding for Preservation and Stewardship of Open Space, Parks, Farmland, and Historic Sites in N.J.
- 120-16 Bill Payment
- 121-16 Closed Session – Borough owned property for Roundabout Project
- 122-16 Authorizing Change Order #1 For FY USDA Rural Development Fourth Avenue and West Drive Pump Station Upgrades
- 123-16 JIF Fund

**NON-CONSENT AGENDA**

ORDINANCES FOR SECOND READING AND PUBLIC HEARING: None

COMMISSIONER REPORTS:

Commissioner Sabo wished to announce the celebration for the new fire truck would be on October 15<sup>th</sup> and there would be games, activities, and food and that all were welcome.

Deputy Mayor Burke wanted to give an update on the new tractor, he advised the Borough would have it next week.

Mayor Kaithern had nothing to report.

PUBLIC PORTION: No comment

When no one wished to speak, the meeting was recessed into closed session at 7:57 pm and reconvened at 7:58 pm on motion of Commissioner Sabo, seconded by, Deputy Mayor Burke.

The regular portion was reconvened at 8:06 PM on motion of Deputy Mayor Burke, seconded by Commissioner Sabo.

There being no further business, the meeting was adjourned at 8:07 pm on motion of Commissioner Sabo, seconded by Deputy Mayor Burke.

Respectfully submitted,

Theresa Enteadó, CMR  
Deputy Municipal Clerk