

**MINUTES OF BOARD OF COMMISSIONERS
WORK SESSION AND REGULAR MEETING
MARCH 22, 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. Deputy Mayor Peter Burke, and Commissioner Carol Sabo answered roll call. Also in attendance: Municipal Clerk Suzanne Stocker, Finance Assistant Lauren Vitelli, Solicitor Chris Gillin-Schwartz, Esquire and Engineer Ray Roberts. Mayor Pamela Kaithern was absent.

**WORK SESSION
OLD BUSINESS:**

NFIP Community Rating System:

Clerk Stocker indicated that letters had been sent out to property owners who are in noncompliance according to NFIP. Property owners are communicating with the Construction Office and providing requested documentation. Commissioner Sabo thanked Suzanne for the work she has done.

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

Nothing new to report.

HPC – Certified Local Government Designation:

Deputy Clerk Enteadó indicated that she attended the HPC meeting on March 9th. She presented the application to the HPC for further review. The HPC will discuss the designation further and will decide whether to move forward. Theresa indicated that there are several, extensive yearly requirements which the HPC will be responsible for if the Borough obtains the designation, such as quarterly reports and yearly audits.

Verizon Wireless Proposal:

Solicitor Gillin-Schwartz indicated that he would be drafting proposed language to Verizon representative, indicating the Borough's interest in the project, once details are finalized. Clerk Stocker mentioned an email received from CMCLOM asking CMC Municipal Solicitors to contact Attorney Marc Karavan relative to scheduling a meeting to discuss the wireless node proposals within municipalities. Chris indicated that he would reach out to Mr. Karavan.

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

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

Minutes: March 8, 2017 Work Session/Regular Meeting

Ordinances for Introduction and Publication:

NONE

Resolutions:

68-17 Release of Unexpended Escrow Fees – Lawrence A. Pray, Inc.

- 69-17 Special Events Permit – Cape May New Jersey State Film Festival
- 70-17 Approve Catering Permits – Chamberlain Hospitality Group, Inc.
- 71-17 Resolution Determining the Form and Other Details of an Amount Not to Exceed \$2,260,000 General Obligation Bond of the Borough of West Cape May in the County of Cape May, New Jersey, and Providing for the Sale of Such Bond to the United States Department of Agriculture, Rural Development in Connection with the Water and Sewer Project
- 72-17 Loan Resolution – Authorizing and Providing for the Incurrence of Indebtedness for the Purpose of Providing a Portion of the Cost of Acquiring, Constructing, Enlarging, Improving, and/or Extending its Water and Sewer Project
- 73-17 Bill Payment

NON-CONSENT AGENDA:

ORDINANCES FOR SECOND READING AND PUBLIC HEARING:

- 518-17 An Ordinance Amending the Building and Housing Code to Include Requirements for Grading for All Development
Deputy Mayor Burke opened the public hearing. When no one wished to speak, the public hearing was closed and Commissioner Sabo made a motion, seconded by Deputy Mayor Burke, to adopt Ordinance 518-17. The motion was carried unanimously on roll call vote.

- 519-17 ****TABLED**** An Ordinance Amending Chapter 2 – Administration – to Include a Provision for Overtime Compensation

- 521-17 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A:4-45.14)
Deputy Mayor Burke opened the public hearing. When no one wished to speak, the public hearing was closed and Commissioner Sabo made a motion, seconded by Deputy Mayor Burke, to adopt Ordinance 521-17. The motion was carried unanimously on roll call vote.

COMMISSIONER REPORTS:

Commissioner Sabo had nothing to report.

Deputy Mayor Burke spoke about the start of the building improvement project. Mr. Burke indicated that a section of the firehouse building has been started and will continue to move forward across the front of the building.

PUBLIC PORTION:

When no one wished to speak, the meeting was adjourned at 7:24pm on motion of Commissioner Sabo, seconded by Deputy Mayor Burke.

Respectfully submitted,

Suzanne M. Stocker, RMC
Municipal Clerk