

**MINUTES OF BOARD OF COMMISSIONERS  
WORK SESSION AND REGULAR MEETING  
SEPTEMBER 13, 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, Solicitor Chris Gillin-Schwartz and Chief Anthony Marino.

**ENGINEER'S REPORT**

**WORK SESSION - OLD BUSINESS:**

NFIP Community Rating System:

Clerk Stocker provided a copy of the most recent property list, provided by Don Arndt of the Lower Township Construction office. Ms. Stocker also reviewed email correspondence from James Watt of the NJDEP, indicating that properties must be in compliance in order to move forward into the program. Ms. Stocker will follow up with Mr. Arndt to determine the next steps for the property owners to bring their properties into compliance.

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. Clerk Stocker confirmed that Solicitor Gillin-Schwartz will provide Resolution for September 27<sup>th</sup> meeting, as well as follow up with title agency for status on other properties.

Dark Skies/Downward Facing Lights:

Nothing new to report.

Vegetation and Tree Ordinance Revisions:

Solicitor Gillin-Schwartz reviewed the revised ordinances and indicated that changes were made for conformity and consistency. Mayor Kaithern indicated that the Ordinances need to be reviewed by the Shade Tree Commission and Planning/Zoning Board before being adopted. Clerk Stocker will forward the proposed revisions to the secretary of each board for their review and consideration. The Ordinances will be introduced on September 27<sup>th</sup> with an adoption date of October 25<sup>th</sup>.

Best Practices Inventory:

Clerk Stocker provided a response to a concern with the answer to Question #22 which was discussed at the last meeting. Based on this discussion, the Commissioners agreed to keep the answer as is and authorized Clerk Stocker to submit the Best Practices form.

**WORK SESSION - NEW BUSINESS:**

Zoning Permit Requirements:

Clerk Stocker reviewed the current ordinance which requires that only municipal taxes be paid before issuing a Zoning Permit. It has been requested by the Borough's Zoning Officer and Finance Department to also include any water/sewer fees which are due. Ms. Stocker

will provide Solicitor Gillin-Schwartz with language which is used in mercantile license ordinance. Ordinance introduction with revised language will be on next agenda.

Street Opening Request for Hardship – Central Avenue/Park Boulevard:

Engineer Roberts reviewed Mr. Cicchitti's request to open the road in order to tie into natural gas. Mr. Cicchitti explained that he is currently building a restaurant and it would financially be beneficial if he was able to tie into natural gas for cooking. Engineer Roberts indicated that the moratorium on the road is until September 2019. Engineer Roberts further indicated that should the Commissioners grant the street opening, he would like to provide conditions to be sure the road is opened, closed and repaired in the appropriate manner and during a time which would not conflict with other road projects in the area. The Board of Commissioners granted the street opening, inclusive of the conditions which will be provided by Engineer Roberts. A Resolution authorizing this street opening was verbally added to the agenda as Resolution #133-17.

Speed Limit Signs:

Mayor Kaithern spoke with Chief Marino about placing additional speed limit signs on Steven Street in West Cape May. Mayor Kaithern also expressed interest in the Borough purchasing a portable, electronic speed sign but would have to check with the finance department to see if funds were available.

Stevens Street Bleacher Sponsorship:

Mayor Kaithern reviewed the request from the New Jersey Audubon's Cape May Bird Observatory for a \$2,000 sponsorship for bleachers. The Board of Commissioners agreed that the available funds are not in the current budget but would donate \$500 from the Farmer's Market account for marketing purposes. Mayor Kaithern indicated that she would respond to the requestor accordingly.

**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 23, 2017 – Work Session/Regular Meeting

Ordinances for Introduction and Publication:

NONE

Resolutions:

125-17	Authorize Run Amuk Cycling Event
126-17	Resolution in Favor of Department of State Managed J-1 Visa, Summer Work Travel Program

- 127-17 Authorizing Professional Services Agreement with Remington Vernick for FY2018 NJDOT Trust Fund Municipal Aid Program – Leaming Avenue from Park Boulevard to the Borough of West Cape May/City of Cape May Municipal Boundary “State Aid” Applications (M2017-287)
- 128-17 Approval to Submit Grant Application and Execute Grant Contract with the NJDOT for the Reconstruction of Leaming Avenue Project
- 129-17 Authorizing Professional Services Agreement with Remington Vernick for FY2018 NJDOT Trust Fund Safe Streets to Transit Program – Leaming Avenue from Park Boulevard to the Borough of West Cape May/City of Cape May Municipal Boundary “Safe Street to Transit” Application (M2017-287)
- 130-17 Approval to Submit Grant Application and Execute Grant Contract with the NJDOT for the Leaming Avenue Pedestrian Safety Enhancements Project
- 131-17 Refund of Unexpended Escrow Fees – South Jersey Gas
- 132-17 Bill Payment
- 133-17 Authorizing Hardship Condition Road Opening Permit - South Jersey Gas Company/David Cicchitti – Central Avenue/Park Boulevard, Block 11, Lot 1

**NON-CONSENT AGENDA**

Ordinances for Second Reading and Public Hearing:

NONE

**COMMISSIONER REPORTS**

Commissioner Sabo spoke of National Suicide Prevention Week which is near and dear to her heart. She provided the Suicide Helpline’s phone number and encouraged everyone to talk with family and friends.

Deputy Mayor Burke spoke of the completion of the maintenance upgrades to the firehouse and that the Public Works employees have moved on to upgrading the borough hall building.

Mayor Kaithern mentioned her discussion at the Planning Zoning Board on the internet based mapping program, which is an interactive map showing open space and critical habitat. Deputy Clerk Theresa Enteadó had shared the website with the Borough’s volunteer boards and commissions for their review. Mayor Kaithern hopes to have a representative present additional information with the public, commissioners and boards at an upcoming meeting.

**PUBLIC PORTION**

When no one wished to speak, the meeting was adjourned at 8:16pm on motion of Commissioner Sabo, seconded by Deputy Mayor Burke.

Respectfully submitted,

Suzanne M. Stocker, RMC  
Municipal Clerk