

**MINUTES OF BOARD OF COMMISSIONERS
WORK SESSION AND REGULAR MEETING
May 11, 2016**

The Work Session of the Board of Commissioners of the Borough of West Cape May was called to order by Mayor Kaithern at 7:06 PM. The Open Public Meetings Statement was read by Mayor Kaithern who then led those present in the flag salute. Mayor Pam Kaithern, Deputy Mayor Peter Burke and Commissioner Carol Sabo answered roll call. Also in attendance: Clerk Elaine Wallace, Deputy Clerk Theresa Enteado, Engineer Ray Roberts, and Solicitor Frank Corrado.

RESILIENCY PLANNING PRESENTATION: Jack Heide of Sustainable Jersey joined the Board to give a presentation on technical assistance that can be offered to 20 municipalities through a National Fish and Wildlife grant program. The program involves various departments of the NJDEP as well as National Wildlife and other partners. There are three parts to the program: coastal vulnerability assessment, Getting to Resilience, and technical assistance from a team of experts in resiliency for the municipalities specific needs. Under the coastal vulnerability assessment, a committee would be formed and assets of the community would be identified and broadly defined. The vulnerability of the assets to future flood hazards would be conducted. Getting to Resilience is a questionnaire with 200 questions regarding hazard mitigation, planning, etc. that would result in recommendations to increase the Borough's emergency preparedness and resilience. The final step would be experts from National Wildlife Federation, Stevens Institute of Technology and NJDEP visiting the community assets and giving possible mitigation measures.

WORK SESSION

ENGINEER'S REPORT: Ray Roberts reviewed his report (attached) for May.

OLD BUSINESS

NFIP Community Rating System: Nothing new to report at this time.

Naming Green Street to Honor Mayor Jack Vasser: Nothing new to report

NEW BUSINESS:

Non-motorized tour license: Clerk Wallace explained the code requires non-motorized tour licenses to be reviewed and approved by the governing body. Diane Stopyra and Kashi Davis joined the Board to discuss their proposed business. RunCape will give guided jogging tours of the area. The tours wouldn't contain more than 10 people per guide and won't be running from dusk to dawn or during the heat of the day. The applicants provided all documentation required by the regulations. The Board agreed to add a resolution to the consent agenda to approve the license.

Mayor Kaithern asked that the agenda be rearranged to allow closed session since paid consultants were present.

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

Minutes: April 27, 2016 Work Session and Regular Meeting
April 27, 2016 Closed Session

Ordinance for Introduction:

510-16 An Ordinance Amending the West Cape May Zoning Ordinance Regarding Front Porches
Scheduled for Second Reading and Public Hearing – June 22, 2016

Resolutions:

79-16 Refund of Unexpended Escrow – Bose
80-16 Bill Payment
81-16 Closed Session: Pending Litigation - Willow Creek; Negotiations - Construction Office
82-16 Granting a Mercantile License for a Non-Motorized Tour Business to RunCape, G.P.

License Applications:

Social Affair Permits for Mid-Atlantic Center for the Arts and Humanities for: Friends of the Physick Estate Wine Tasting on October 13, 2016 from 1:30 pm to 3:45 pm; Cape May Wine Trail on September 9 & 16, and October 1, 2016 from 1:30 pm to 3:00 pm each day.

The meeting was recessed into closed session at 8:00 pm and reconvened at 9:27 pm on motion of Deputy Mayor Bure, seconded by Commissioner Sabo.

The board agreed to postpone the remaining new business items to the May 25th meeting.

NON-CONSENT AGENDA:

Ordinance for Second Reading: None

COMMISSIONERS REPORTS: None

PUBLIC PORTION: No comments

The meeting was adjourned at 9:29 PM on motion of Commissioner Sabo, seconded by Deputy Mayor Burke.

Respectfully submitted,

Elaine L. Wallace, RMC, CMR
Municipal Clerk