

**MINUTES OF BOARD OF COMMISSIONERS
WORK SESSION AND REGULAR MEETING
DECEMBER 14, 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: Municipal Clerk Suzanne Stocker, Acting Engineer Michael Angelastro and Acting Solicitor Chris Gillin-Schwartz, Esquire.

WORK SESSION

OLD BUSINESS:

NFIP Community Rating System:

Municipal Clerk Suzanne Stocker spoke with representatives of the NJDEP. Clerk Stocker will be scheduling a meeting in early 2017 to review the CRS program and the steps which the Borough needs to take in order to come into compliance with NFIP. Information recently provided by Construction Office was not what was needed and the Borough will be starting this process from the beginning in 2017.

Property Maintenance Regulations/Borough Code Amendments:

Solicitor Corrado and Acting Solicitor Gillin-Schwartz are in the process of reviewing the Borough's Codes to make amendments and prepare a new Ordinance for Code Enforcement.

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

Nothing new to report.

Review of Properties with Municipal Liens:

Acting Solicitor Chris Gillin-Schwartz reached out to Victorian Abstract Agency who referred him to John Lehman for title searches. Mr. Lehman's indicated fees of \$50 per property. A Resolution will be prepared for the next meeting, authorizing the Borough to move forward with the title searches.

HPC – Certified Local Government Designation:

Deputy Clerk Theresa Entendo has been in contact with the HPC Chair and a meeting will be scheduled in early 2017 to review the application.

Animal Control Services for 2017:

Commissioner Sabo addressed concerns with one of the businesses which submitted a proposal. Commissioner Sabo did not believe that these concerns gave any reason for not moving forward with those services for 2017. The Governing Body will appoint Animal Control Services at the Reorganization Meeting.

NEW BUSINESS:

Hardship Request for Street Opening, 728 Grand Avenue:

Mr. Mulvey spoke to the Governing Body relative to his request to tie into public water and natural gas, which would require approval of the Governing Body, as Grand Avenue was paved within the last five (5) years. Mr. Mulvey indicated the concerns with his current well water system, which failed the well test prior to

purchasing the property. It was indicated that the water was rusty and had a bad odor, which concerns the resident with drinking, bathing and cooking with the water.

Mayor Kaithern spoke of water filtration systems which would be more cost effective for the resident, as well as provide better water quality to the home. Commissioner Sabo expressed concerns with small crawlspace, which may make a filtration system unreasonable. Mayor Kaithern indicated that the systems can be rather small and low maintenance. It was suggested that the homeowner look into a filtration system.

Clerk Stocker indicated that if the resident waited until after the moratorium expired, they would be able to request a street opening which would be reviewed by the Borough's Engineer. A request through the Board of Commissioners would not be required at that time. Acting Solicitor Gillin-Schwartz indicated to Mr. Mulvey that hardships are reviewed on a case by case basis and he is not prevented from coming back once he has looked into a filtration system or other options.

At this time, the Governing Body decided not to approve Mr. Mulvey's request for 728 Grand Avenue.

Safe Routes to School:

Mayor Kaithern reviewed the information received by Tom Bocket. A Resolution will be placed on the next agenda.

Proclamation – National School Choice Week:

After brief discussion on correspondence received by Mayor Kaithern, the Governing Body decided not to move forward with this proclamation.

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

There was a discussion relative to Resolution 178-16 regarding the flexibility to negotiate placement for new poles, as well as other project discussions which can take place by Borough representatives. Mayor Kaithern asked to table the Resolution and asked Acting Solicitor Gillin-Schwartz to get additional information from surrounding municipalities who have already moved forward with this agreement.

Commissioner Sabo addressed language concerns relative to the Policy and Procedures Manual, Resolution 186-16. Commissioner Sabo asked to table this Resolution and would like to follow up with additional language relative to the health insurance contributions after retirement.

The Work Session portion of the meeting was adjourned at 7:48pm and the Regular Meeting convened at 7:54pm.

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

Minutes: November 30, 2016 Work Session and Regular Meeting

Ordinances for Introduction and Publication:

- 515-16 An Ordinance Amending Sections 30-1 and 30-2 of the Borough Code Concerning the Application for Removal of Trees and Shrubs on Public and Private Property in the Borough of West Cape May

Resolutions:

- 178-16 ***TABLED*** Authorizing the Borough of West Cape May to Enter into an Agreement with Cellco Partnership d/b/a Verizon Wireless
- 179-16 Application for FY2018 Drug Enforcement and Demand Reduction (DEDR) Grant Funds
- 180-16 Authorizing Change Order #1 – FY2010 USDA Rural Development – Towable Emergency Generator
- 181-16 Authorizing Appropriation Transfers During the Last Two Months of the Fiscal Year
- 182-16 Expressing the Borough of West Cape Mays' Support of Cape May County's Project to Improve Broadway (CR626) from Myrtle Avenue to Stimpson Lane
- 183-16 Authorizing Professional Services Agreement with Remington and Vernick Engineers for FY2017 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" Application
- 184-16 Appointment to West Cape May Volunteer Fire Company – Charles Keister
- 185-16 Appointment to West Cape May Volunteer Fire Company – Gerald McCaffrey
- 186-16 ***TABLED*** Amending the Employee Policy and Procedures Manual of the Borough of West Cape May
- 187-16 Designation of Public Agency Compliance Officer
- 188-16 Bill Payment

NON-CONSENT AGENDA:

ORDINANCES FOR SECOND READING AND PUBLIC HEARING: **NONE**

COMMISSIONER REPORTS

Commissioner Sabo commended the new volunteers if the fire company.

Deputy Mayor Burke mentioned the upcoming blood drive in January.

Mayor Kaithern had nothing to report.

Chief Marino indicated that although the parade had large crowds, they were well behaved. There were no police issues with the parade in West Cape May.

PUBLIC PORTION –

When no one wished to speak and there being no further business, the meeting was adjourned at 8:00pm on motion of Commissioner Sabo, seconded by Deputy Mayor Burke.

Respectfully submitted,

Suzanne M. Stocker, RMC
Municipal Clerk