

**MINUTES OF BOARD OF COMMISSIONERS
WORK SESSION AND REGULAR MEETING
FEBRUARY 8, 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 Peter Burke, and Commissioner Carol Sabo answered roll call. Also in attendance: Municipal Clerk Suzanne Stocker, Solicitor Chris Gillin-Schwartz, Esquire, Engineer Ray Roberts and Public Works Supervisor Greg Basile.

WORK SESSION

ENGINEER'S REPORT

OLD BUSINESS:

NFIP Community Rating System:

Nothing new to report.

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

Nothing new to report.

HPC – Certified Local Government Designation:

Nothing new to report.

Verizon Wireless Proposal:

Nothing new to report. Verizon representatives scheduled to attend meeting on February 22, 2017 at 4:00pm.

Satellite Television Dishes or Antennas:

Zoning Office to provide Clerk with HPC regulations as they relate to solar panels, with suggestion to use similar language for dishes/antennas. Mayor Kaithern asked Deputy Mayor Burke and Commissioner Sabo to review the materials previously provided to discuss further at the next meeting. Solicitor Gillin-Schwartz mentioned standard language which should be included in new ordinance as it relates to federal regulations.

NEW BUSINESS:

Building Exterior Maintenance:

Engineer Roberts discussed the need to upgrade the exterior of the firehouse and municipal building, to replace deteriorating T-111 siding. Greg provided siding options which would be economical for the building, including vinyl cedar shake siding and hardie board siding. Deputy Mayor Burke suggested a color similar to what is on the building now, while Engineer Roberts suggested a color that would make the building “pop”. The Governing Body asked Greg to provide a spreadsheet of options for colors, materials and costs. It was agreed that the front of both buildings and side of buildings along main driveway would be the priority. Greg indicated that the work would be able to be done in-house and if funds allowed, Engineer Roberts suggested hiring a seasonal employee to help with the project. Greg will provide the requested information, including color choices and prices, for

the Governing Body to review and make a decision on moving forward with the project.

Site Plans/Grading

Engineer Roberts expressed concerns with potential flooding on residential properties due to lack of requirements for grading plans for single family home projects. The Governing Body reviewed the Ordinances from other municipalities and asked Solicitor Gillin-Schwartz to prepare an Ordinance to introduce at the February 22nd meeting. Engineer Roberts believes that the requirement to submit a grading plan will provide for review and enforcement of these projects and prevent potential flooding issues on neighboring properties.

After the above discussions, *Resolution 54-17 - Closed Session* was adopted on motion by Deputy Mayor Burke and seconded by Commissioner Sabo. The meeting moved into Closed Session at 7:55pm.

Closed Session adjourned and the Regular Meeting resumed at 9:30pm by motion of Commissioner Sabo and seconded by Deputy Mayor Burke.

Coast Guard Liaison:

Mayor Kaithern reviewed a letter received by Freeholder Morey, relative to the Borough appointing a liaison to act between the CMC Coast Guard Community Foundation and the Borough. Mayor Kaithern suggested that Clerk Suzanne Stocker be appointed as the liaison.

CMCMUA Bio-Solids:

Mayor Kaithern provided Deputy Mayor Burke with information on an upcoming meeting to be held on February 23rd at 10am. Deputy Mayor Burke will be attending this meeting on behalf of the Borough.

Lower Cape May Regional School District Correspondence:

The Borough received a thank you letter from the LCMR School District, thanking them for a monetary donation towards the music program, from their participation in the 2016 Christmas Parade.

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: January 25, 2017 Work Session/Regular Meeting
 January 25, 2017 Closed Session

Ordinances for Introduction and Publication:

NONE

Resolutions:

- 50-17 A Resolution Commemorating the 30th Anniversary of the Atlantic County Municipal Joint Insurance Fund
- 51-17 Release of Unexpended Escrow Fees – Bernard Dera
- 52-17 Authorizing the Submission of the Recycling Tonnage Grant Application to the NJDEP for CY2016
- 53-17 Raffle License - Center for Community Arts, Inc.
- 55-17 Bill Payment

NON-CONSENT AGENDA:

ORDINANCES FOR SECOND READING AND PUBLIC HEARING:
NONE

COMMISSIONER REPORTS:

Commissioner Sabo had nothing to report.

Deputy Mayor Burke mentioned the success of the blood drive on January 25, 2017.

Mayor Kaithern mentioned the upcoming Rabies Clinic on March 7th. Mayor Kaithern further discussed her recent meeting with the County Engineer and Borough Engineer relative to the proposed improvements to Broadway which will reconstruct the road as well as add in mechanisms to ease speed on Broadway and effectuate the flow of traffic. Mayor Kaithern also gave an update as to the roundabout project, indicating that the County will be sending letters to property owners with right-of-way easements. The project is federally funded and any position public advocacy would be beneficial for this project to move forward.

PUBLIC PORTION:

When no one wished to speak, the meeting was adjourned at 9:39pm on motion of Commissioner Sabo, seconded by Deputy Mayor Burke.

Respectfully submitted,

Suzanne M. Stocker, RMC
Municipal Clerk