

COMMISSIONER WORK SESSION OF MARCH 17, 2014

The Work Session of March 17, 2014 was called to order at 6:03 p.m. and the open public notice announcement was read by the Borough Administrator. In attendance were Commissioner Kasko, Commissioner Moscatelli and Commissioner Rochford, the Administrator the Borough Solicitor and the Borough Clerk.

The Administrator opened the meeting to public comments. No comments were made at this time.

Julie Beddingfield, Chairperson, and John Stokes, both members of the Environmental Commissioner immediately joined the meeting to review the responses for the Request for Proposal (RFP) for the Sustainable Element to the Master Plan. They both commented on the various aspects of the responses. Mr. Stokes pointed out that only the Clarke Caton & Hintz (CCH) response complied with the RFP. The Spiegle Group's response did not show that they had any experience. Both Ms. Beddingfield and Mr. Stokes stated that their recommendation was to award the RFP to CCH. Commissioner Rochford asked if the costs were similar between the two companies. Ms. Beddingfield replied that they were just a few hundred dollars in difference. Mr. Stokes reviewed various areas where he felt that the Commissioners could possibly get CCH to reduce their cost; utilize teleconference versus attending personally, as well as the scope of work within the website that they would create. The Borough Administrator asked the Commissioners if they would be willing to pay the additional \$2,500 needed over the \$10,000 previously authorized for this work. The Commissioners agreed to proceed. The Administrator noted that there was an alternate provided for in the RFP, but the Environmental Commission agreed to hold off on that portion of the work so that possible additional grant money could be obtained. In the meantime, CCH will be asked if they would honor the amount in the proposal for that project once a grant is received. Ms. Beddingfield and Mr. Stokes left the meeting at 6:15 p.m.

The Administrator reviewed an offer the Borough received to purchase various domain names containing the word "Haddonfield". Commissioner Rochford stated that the Commissioners should not do anything until the person comes back with a price. Commissioner Moscatelli suggested that it would be good to own these to help prevent any future spam issues. The Commissioners agreed to wait until the person comes back with a price.

The Commissioners reviewed the recent change on the State level that allows former Mayors to perform marriage ceremonies and whether or not the Borough's ordinance dealing with the costs for such services having to be passed through the Borough should be updated. As the previous Mayor's hold certifications through ministries to allow them to continue these services it was agreed to table this discussion for now and potentially review at a later time.

The various board, commission and committee appointments that will be expiring at the end of May were reviewed. Commissioner Kasko stated that he would reach out to the person on the Partnership for Haddonfield, LLC (PfH) who has missed a number of

meetings to see if there were any issues. The Commissioners then agreed to send out the letters asking if these appointees if they wanted to be reappointed. Discussions were held with regards to the various members of the Zoning Board whose appointments were expiring. It was agreed that the one person the ZB who has missed more than 75% of the meeting over the last year should not be re-appointed. At the suggestion of the Administrator the Commissioners agreed to have the other members in question attend a future work session to discuss their appointments.

The Commissioners reviewed the changes that need to be made to the Land Use Ordinance to facilitate the implementation of the Shade Tree Commission requirements. Commissioner Moscatelli stated that he wants to make sure that we change our procedures especially for Borough projects and mentioned the issue of having the dump truck on the tree roots in front of Borough Hall. The Commissioners were okay with these proposed changes and agreed that an ordinance will be added to the March 25th agenda.

Various Partnership for Haddonfield, LLC (PfH) events were reviewed. The Commissioners agreed to a trial period for tables to be put in Kings Court during the Mom's the Word event to allow for graduation specific items to be sold. The Commissioners then also agreed to allow mannequins to be utilized by those shops involved in the Girls' Night Out event.

A sign request for the Information Center was reviewed. The Administrator stated that the ordinance allows for a small sign of a certain size. The Information Center Director will report back to PfH once she has talked to the Construction Code Official. The sign that is allowed by ordinance is actually fairly small. All sign requests must go through the Historic Preservation Commission (HPC) appeal process.

Commissioner Kasko reviewed the recent PfH social media event, noting that it was well attended. He stated that there will be a follow-up event to this at a later date. He then commented on the use of a coupon book that is currently being organized and which businesses it should be open to. He did not feel that there was an issue with having specialized items/coupon books for various sections of the downtown.

The Administrator reviewed a request from the Auditor to adopt a resolution establishing policies and procedures for arbitrage. The Commissioners agreed to put this on the March 25th agenda.

The March 25th agenda was then reviewed. The Administrator stated that the Year 36 CDBG Grant Approval resolution would be moved to the following meeting. Additionally, she recommended introducing the Borough's 2014 budget at the first meeting in April, with the adoption then being held at the first meeting in May. She then explained the CAP levy ordinance, self exam resolution to Commissioner Moscatelli. The Commissioners agreed to the resolution to award the Asphalt and Street Patching bid. Commissioner Moscatelli asked for a comparison of the previous 2-year bid to those received this year. He also asked for information from the County on the Grove Street work to be done; specifically asking if they are certain they will be moving forward.

The Commissioners reviewed the request from Verizon to allow them to use rock pedestals at various locations within the municipality to cover above-ground equipment. The Administrator asked if the Commissioners wanted to give their permission to do this on a limited basis to solve Verizon's problems. From the information provided there would be a maximum of 20 locations. These would only be in areas that have the buried utilities which need to be moved up out of the ground. The Borough Solicitor asked if Verizon could provide a sample, or let us know where one had already been installed in the region so that the Commissioners could make a more informed decision. The Administrator suggested letting them install one on the one property in question at this point and see if there are issues. Commissioners agreed to this suggestion.

The Administrator reviewed the letter from one of our local restaurants who is interested in entering into an agreement with a New Jersey winery to sell wine at their restaurant. Per the State Statute this would not come before the Commissioners, but would be dealt with directly by the State. If it was determined that the Borough Commissioners were opposed to this, their opinions could be sent to the Alcohol Beverage Commission (ABC). The restaurant would like to get something from the Commissioners saying that they aren't going to object. The Commissioners reviewed the request. Commissioner Moscatelli stated that he did not have any objection to this and neither did Commissioner Rochford. It was agreed that the Borough solicitor would draft a letter.

A recent request from a person stating that her father had been instrumental in the design of Haddy Lane was reviewed. The Commissioners agreed that more information is needed before making any decision. Commissioner Rochford agreed to reach out to the Borough's Historians to get information. The Commissioners also reviewed in general terms other requests for plaques honoring various residents who have passed away.

Another recent request to be allowed to set up a table in Kings Court to sell crafts was reviewed by the Commissioners. The Solicitor advised that the current ordinance does not allow for such an endeavor. The Commissioners agreed that they could not authorize such a request.

The Borough Administrator reviewed updated 2014 Budget sheets that were provided to the Commissioners.

Commissioner Moscatelli brought up the need to formalize the Senior Citizen Advisory Committee. He suggested narrowing down the appointees to a total of seven (7) people. It is more of an ad hoc committee at this time. This would be a steering committee that will make the decisions.

Commissioner Rochford made a motion to adjourn the meeting at 7:30 p.m., which was seconded by Commissioner Moscatelli. The motion was approved unanimously by the Commissioners.

The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Deanna Bennett
Borough Clerk