

## **COMMISSIONER WORK SESSION OF JULY 21, 2015**

The Work Session of July 21, 2015 was called to order at 3:05 p.m. in Room 201 and the open public notice announcement was read by the Borough Administrator. In attendance were Mayor Kasko, Commissioner Moscatelli and Commissioner Rochford, the Borough Administrator, the Solicitor and Clerk.

The Open Public Comment period was announced by the Administrator. There were no public comments made.

The Administrator discussed the collection agency used in the Audubon Court. They received proposals for this service. If the Commissioners would like to move forward with this we will work towards getting a copy of the Request for Proposal (RFP) and modifying it for our town. Our CFO discussed the process with the Court Administrator and found that the company they chose is very well known and highly respected. The Commissioners agreed to move forward with this RFP.

The Commissioners reviewed several changes to Chapter 232 entitled Vehicles and Traffic that have been recommended by the Police Department. The Administrator noted that the first reading of this amendment is scheduled for the 7:30 p.m. Commissioner Meeting later this evening. Commissioner Rochford stated that he has received complaints from residents on Linden Avenue with regards to the three (3) hour restriction being placed there. Discussions were held on how far down the street this restriction should go. The Administrator advised that she had recently spoken with the Delaware River Port Authority (DRPA) and we should be getting the appraisal in the very near future. The parking issues on Belmont Avenue were reviewed. Concerns were raised on how the parking restrictions would affect the Haddonfield Bible Church. The Commissioners agreed that it was possible that the parking restrictions being proposed on E. Park Avenue could possibly push those who are parking there to the next block. Due to the questions raised it was agreed to hold off on introducing this ordinance until the August meeting, so that letters could be written to the various residents who would be effected.

The Commissioners agreed to keep the resolution on the agenda for later in the evening that provided for an extension of the tax grace period.

The Commissioners also agreed to the resolution listing various appointments.

The Administrator reviewed the need to change the Borough's Personnel Manual in the health coverage section. Due to the Health Care Act (Act) the Borough is required to provide health care coverage for the employee and their children after two (2) months of employment for fulltime employees with more than 30 hours per week. Currently we do not provide coverage for a spouse or children at the Borough's expense for the first two (2) years. Per the Act we can continue to not provide coverage for the spouse during that time. It is felt that this change may help in obtaining employees in the Public Works Department. There have been times where prospective employees have declined a job offer due to the two (2) year single coverage only policy. During the initial two (2) years an employee may cover their spouse and/or children at their own expense at this

time. Commissioner Moscatelli asked what the cost difference was for children versus family plans. The Administrator replied that it could range between \$3,000 and \$5,000 per year depending upon the chosen plan. She further noted that both the PBA and Teamsters contracts are in negotiations at this point. Mayor Kasko suggested including the spouse after the two (2) month period. The Commissioners reviewed the Act and agreed to go ahead and make the insurance available to the spouse and children immediately, rather than waiting the two (2) month period as this Act requires.

The Commissioners reviewed the results of the survey sent to residents on Station Avenue regarding the possible installation of sidewalks in their area. The Administrator suggested sending a new letter to these residents indicating that the results are almost equally divided between yes and no for the sidewalk installation. She further suggested that a meeting be scheduled with the residents for some time in September to further discuss this issue. The Commissioners agreed to this suggestion after discussing the potential impact to these properties. They also discussed the safety conditions in the neighborhood and whether or not this warranted sidewalks.

The Administrator reviewed the awards for the purchasing of the three (3) vehicles for the Department of Public Works (DPW) that are on the 7:30 p.m. meeting agenda. She then reviewed the current status of the vehicles in DPW. When asked if the purchase of the loader truck was truly necessary, Commissioner Moscatelli replied that it was and reviewed his plans on developing maintenance plans for the vehicles, as well as the HVAC equipment in all borough buildings.

The July 21<sup>st</sup> 7:30 p.m. meeting agenda was reviewed.

Mayor Kasko announced that the Partnership for Haddonfield, LLC's (PfH) monthly meeting is scheduled for the next morning. It was announced that the craft and fine arts festival was good this year. Commissioner Rochford asked if the parking requirements for the restaurants was a specified number of spaces. The Administrator replied that the Planning Board is currently reviewing those requirements.

The Administrator then reviewed the appointment on this evenings meeting agenda for a Qualified Purchasing Agent (QPA). She specifically mentioned the salary for this position and her suggestion to put this on par with that of the Deputy Clerk. The Commissioners agreed to the appointment and to the changes in the salary. The Clerk will make the necessary changes to the current resolution to include these increases.

The Commissioners reviewed the Borough Engineer's suggestions for new wording in the street openings portion of Chapter 199 entitled Street and Sidewalks. It was pointed out that this would require a letter to homeowners prior to road work stating that this is the time to make changes to their services, otherwise they would have to wait for the five (5) year moratorium to expire. The Administrator recommended that the Commissioners review these changes and put this on their August agenda. Commissioner Moscatelli reviewed the changes in detail and the Commissioners discussed who would be responsible to approve any emergency opening, as well as the appeal process.

The Administrator gave a brief review of the current capital projects, as well as the work that is being done by New Jersey American Water (NJAW). She noted that the Borough Engineer will begin email updates to everyone as the projects get started.

The status of the Library project was then reviewed. The Administrator noted that there are minor changes being made to the project that are getting the appropriate approvals through the Library Board of Trustees.

Commissioner Rochford noted that there is now a chain link fence surrounding 605 Warwick Road because vandals are getting into the house.

The website concept was discussed. The Administrator will email the concept plans to the Commissioners for their review.

The Administrator provided the background for a request to repeal Chapter 98 entitled Driveways, which is obsolete as driveways are now covered in the Land Development Ordinance. The Commissioners agreed to repeal the ordinance at their August 18, 2015 Commissioner Meeting.

A complaint was received by Celebrations with regards to one of the participating groups carrying the old Georgia State flag, which has been in the news so much lately. The Commissioners reviewed a draft document of parade rules that had been provided to them. The Borough Solicitor provided an update of recent discussions that he has had with the Police Chief regarding this issue. He also stated that if it is a private organization who sponsors the parade then they have the right to prevent such a group from marching. He further noted that whether or not the government can bar the group from marching in the parade has not been determined. It was noted that Celebrations is considered a quasi-governmental entity and they are covered under the Borough's insurance. The question was raised, since this is the case, if they could prevent someone from marching. It was agreed that Celebrations should hold off contacting this group until after the Solicitor has been able to review the issue in more detail. Mayor Kasko noted that if you require a review of parade items then you are opening yourself up for a lot of issues.

Mayor Kasko stated that a resident has brought to his attention an area where the residents have planted vegetation in the right-of-way, which is causing sight issues for drivers and walkers. The Commissioners reviewed how to enforce these types of issues throughout the town on an equal basis. The Mayor indicated that if the issue is causing a hazard then at a minimum something should be said. The Administrator noted that finding the manpower to locate these issues throughout town is a problem. Commissioner Moscatelli suggested putting something in Municipal Matters indicating that plantings are not permitted in the right-of-way and should be trimmed back and include a note that there could be liability issues. The Solicitor suggested asking the Police Department to make notes on areas where there are issues, since they are driving through the town. Mayor Kasko agreed that this could be a possibility.

Mayor Kasko stated that he has been contacted regarding a trash issue behind some stores where there are trash bins that are not being properly maintained. The

Administrator advised that if it is the store owners who are complaining about illegal dumping then they should call the police when they see it happening. She also noted that there are parking permit spots in that same area. The Mayor then asked for an update on the Grove street project. The Administrator noted that the pre-construction meeting is scheduled for the next Monday and that a work schedule should be coming soon thereafter.

The Mayor then asked for a status on the Sunday sales ordinance review. The Administrator replied that she is waiting for more information on that topic.

Lastly the Mayor announced that he had received a call from the Borough of Somerdale's Mayor, who is looking to do a shared service agreement with surrounding towns for street paving services. Somerdale is looking into purchasing the necessary machinery, as well as hire employees. The Administrator replied that the problem is that all of the towns involved end up needing the machinery at the same time. Additionally, this is probably only for mill and overlay types of jobs. She also noted that going out to bid together has been talked about previously as a group with surrounding towns.

Mayor Kasko made a motion to go into closed session at 5:45 p.m. to discuss land purchase negotiations, labor relations and litigation on the Campling case. Commissioner Moscatelli seconded the motion, which was approved unanimously.

The Commissioners returned from closed session and adjourned the meeting at 6:45 p.m.

Respectfully submitted,

Deanna Bennett  
Borough Clerk