

BOROUGH OF PITMAN  
WORK SESSION MINUTES  
APRIL 25, 2022

**Call to Order**

Time: 7:00 p.m.

**Open Public Meetings Act Statement** – Pursuant to the Open Public Meetings Act, I hereby announce that adequate notice of the time and date of this meeting was published in the South Jersey Times on January 6, 2022, posted on the Borough Hall front door, and advertised on the Borough of Pitman website continuously since January 6, 2022.

**Roll Call**

Council President Fitzpatrick: Present  
Councilman Kelly: Present  
Councilwoman Milward: Present  
Mayor Razzo: Present  
Borough Solicitor Vigilante: Present

Councilperson James: Present  
Councilman Mazzola: Present  
Councilman Weng: Present  
CFO Considine: Present  
Clerk O'Donnell: Present

**Discussion**

Motion to Open Discussion: Weng  
Time: 7:00 p.m.

Second: James

**2022 Municipal Budget Introduction**

CFO Considine presented the final draft of the 2022 municipal budget stating that all changes that had been decided on in the Work Session meeting on April 11, 2022 have been incorporated into the budget. The budget will be Introduced at the Formal Meeting this evening with the public hearing and final adoption scheduled for June 13, 2022 at 8:00 p.m.

Motion to open to the public for comments pertaining only to the proposed budget: Milward  
Second: Mazzola  
Time: 7:05 p.m.

**Jim Pierpont, 23 Crafton Avenue** - Mr. Pierpont asked for a definition of uncollected funds/taxes.

Mr. Considine explained that it refers to the premiums collected by the Borough from bond companies who anticipate a future long term bond being entered into for Borough projects or expenditures. The funds collected are placed in reserve and cannot be spent. At this time, the Borough has a three year accumulation of funds which can be used to help balance the budget.

Motion to close public comment pertaining to the budget: Mazzola  
Second: Milward  
Time: 7:07 p.m.

**Ordinance No. 2, 2022 Amendments**

Pitman Zoning Officer Roy Duffield submitted a few questions to Council pertaining to the proposed amendments to Ordinance No. 2, 2022. As the enforcing officer, he wanted to be clear on Council's intention and expectations in regulating outdoor seating at eating establishments in the borough. The questions posed by Mr. Duffield in his email to Council on April 19, 2022 were addressed, and it was agreed by Council that Mr. Duffield would be asked to attend the May 9, 2022 Work Session meeting for

further discussion on this matter and the difficulties he has experienced with compliance from some of the merchants in the community.

In reviewing the provisions of Ordinance No. 2, 2022, Council agreed to remove the requirement for outside furniture to be removed at the end of the business day and stored inside the business, and also the requirement to remove outside furniture from the public right -of-way and secured outside. These requirements are found in Chapter 23, Section 23-1.3(c).

Also, Section 23-2.5(d) will be omitted.

Mayor Razzo stressed that all parts of the original ordinance remain in place unless Council has made specific amendments.

### **D2 Cybersecurity Agreement**

Councilman Mazzola reported that the Borough has consciously made efforts to follow the cybersecurity measures required by the TRICO JIF for its members to receive coverage. Recently, the Borough has been asked to whitelist certain IT addresses allowing D2 Cybersecurity, an outside vendor of the JIF, to set up training for employees and send phishing emails to the members to evaluate awareness of potential cyberattacks, and what employees should look for.

Mayor Razzo said that reluctance has been expressed by the Borough Clerk and various TRICO JIF members from other towns about the request to allow the company to breach fire walls specifically installed with the purpose of blocking this type of email. Mayor Razzo stated that the IT professional and the Executive Director of the TRICO JIF are firmly on board with the whitelisting, and assured members that there is no way that a virus can be transmitted with the phishing emails. Non-compliance with the JIF cybersecurity program will result in higher deductibles for the Borough in the event of a cyberattack.

Also discussed was the request from the TRICO JIF for each member to enter into a Formal Agreement with D2 Cybersecurity allowing them to perform these cyber security tests. Councilman Mazzola recommended not putting off the request of the JIF entirely and said that this conversation should resume in two weeks to allow for further research from the Borough.

### **Miscellaneous**

Councilman Weng said that he was contacted by a Cedar Avenue resident who offered to paint the sign at Alcyon Lake Park designating the Andrew E. Fleming Conservation Area. Council approved the resident's request to paint the sign.

Councilman Weng suggested that due to the increase in public attendance at the Work Session meetings, Council may want to consider changing the meeting location from the Conference Room to Council Chambers.

Councilwoman Milward requested that check #82921 be removed from the Bill List for payment this evening. Clarifications are needed on the amount before payment can be approved. It will be placed on the May 9, 2022 Bill List for approval.

Ordinance No. 4, 2022 - Discussion occurred in regard to Councilwoman Milward's comment on being uncomfortable with the language in Ordinance No. 4, 2022 on the Formal Meeting agenda for Introduction this evening. Councilwoman Milward said that she still had concerns about permitting public events to occur in the Uptown business district before noon on Sunday. Her concern stems from the number of churches located along Broadway and the street closures that are required with some of the

events. Additional language was added to the ordinance clarifying the start times for events based on the day of the week the event is to take place.

Councilperson James said that she is in favor of defining the boundaries of the Uptown Business District in the ordinance.

Motion to close discussion: James  
Time: 7:50 p.m.

Second: Kelly

**Resolution No. 91, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing a Closed Meeting**

The general nature of the subjects to be discussed shall be:

Personnel: Use of Sick, Personal, and Vacation Time Prior to Retirement

Potential Litigation

*Due to the lack of time remaining in the Work Session meeting, it was decided to add this Resolution and the Closed Meeting to the Formal Meeting agenda this evening. Members of Council unanimously agreed.*

**Public Portion**

Motion to open to the public: Weng  
Time: 7:50 p.m.

Second: Milward

**Jenny Mazzola, 539 Florence Avenue** – Ms. Mazzola, who is President of the Greater Pitman Chamber of Commerce, thanked members of Council for the changes made to the proposed Ordinance No. 4, 2022.

**Mike Grillo, 155 West Avenue** – Mr. Grillo reminded all in attendance of the Pride Day event that is scheduled at the First Baptist Church of Pitman on June 11, 2022.

Motion to close public portion: Weng  
Time: 7:52 p.m.

Second: James

**Adjournment**

Motion: Weng  
Time: 7:52 p.m.

Second: James

Respectfully Submitted,

Judith O'Donnell  
Borough Clerk/Administrator