

**BOROUGH OF PITMAN
WORK SESSION MINUTES
August 10, 2026
7:00 P.M.**

Mayor Razze called the meeting to order at 7:01 PM.

Mayor Razze read aloud the Open Public Meetings Act Statement.

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, posted on the Borough Hall bulletin board, and advertised on the Borough of Pitman website.

Roll Call

Council President Mazzola: present
Councilwoman Guarni: present
Councilman Morozin: present
Mayor Razze: present
Clerk McCafferty: present

Councilman Blackmore: present
Councilwoman McCleery: present
Councilwoman Musto: present
Borough Solicitor Wright: present

Discussion

Motion to Open Discussion: Musto
Time: 7:01 p.m.
Ayes all.

Second: Mazzola

Administrator Updates

Administrator McCafferty shared the latest Engineer and Code Enforcement Reports for Council review.

Administrator McCafferty discussed a recent Active Shooter Training for Borough employees on July 30th given by Cpl. Decker.

Revenue Discussion

Council President Mazzola began discussion on improving revenue and the need to revisit various Borough fees that have not been updated in quite some time.

Administrator McCafferty shared some recommended increases to current Borough fees such as solicitor's permits, boat permits, yard sale permits, trash/recycling cans, curb plunging, the bench program, and liquor licenses. Additionally, she suggested implementing new fees for things such as event permits, and landlord registrations.

Administrator McCafferty indicated that landlord registrations are signed and filed with the Clerk by statute and are a required document in any eviction proceedings. This is not a fee the Borough has ever charged before, so Administrator McCafferty suggested a \$10.00 fee to start. A cursory search of what neighboring municipalities charge for landlord registration ranged from \$250-\$300 annually. After some brief discussion, Council suggested the fee for landlord registration should increase to \$50.00.

Administrator McCafferty explained that some fees, such as trash cans and the bench program, had only been increased enough to cover the actual cost for the item, essentially breaking even.

Mayor Razze asked if the Borough was permitted to raise the fee for liquor licenses. Solicitor Wright stated this was acceptable.

Discussion continued regarding the Construction Department, which should be self-funding; however, it has been operating in a deficit over the past year due to fees not being updated to match the needs of the department. Administrator McCafferty shared a recommended fee schedule as provided by the Construction Official and Planning & Zoning Board which should return the Construction Office to a range that is appropriate.

Council President Mazzola stated that increasing planning/zoning and professional escrow fees places the cost on residents completing the projects rather than on all taxpayers.

Mayor Razze expressed his surprise at how many items were never being charged for previously. Administrator McCafferty stated that the recommended changes were comparable to other towns and would help the Construction Office be self-funding when reporting to the DCA. Council President Mazzola suggested that some of the fees that were never charged before may be related to newer requirements that now require an associated fee. Solicitor Wright indicated that the DCA keeps close eyes on reporting and will not allow a municipality to unreasonably undercharge or overcharge with their fees.

Council agreed to move forward with the proposed fee schedules. Administrator McCafferty will work with Solicitor Wright to make the necessary ordinance changes to implement these new fees in 2027.

Ordinance Changes

After receiving some concerns from residents, Councilman Blackmore and Police Chief McAteer discussed some proposed ordinance changes to Borough Code 7-21 to create additional multi-way stop intersections on Elm Ave. and Albert Ave., and again on Carew Ave. and Center Ave. Chief McAteer explained that Council had previously discussed and agreed to Carew Ave. and Center Ave. at the February 13, 2023 work session, however, the ordinance changes were never completed.

Councilman Blackmore expressed interest in implementing these changes quickly, especially considering the upcoming school year. Solicitor Wright indicated if the matter was urgent, and Council was not opposed to the intersection changes as presented, the ordinance could be introduced by title only at the regular meeting, after which he would work on the necessary changes to the ordinance for adoption at the September 14th meeting. Council agreed to move forward with introduction of *Ordinance No. 14, 2026* at the regular meeting.

Chief McAteer revisited a discussion from the July 27, 2026 work session regarding a pick up/drop off zone on Lincoln Ave. between Cleveland Ave. and the entrance to McBurney Field, as well as suggested handicap parking on Highland Terrace. Mayor and Council were not opposed to moving forward with these. Solicitor Wright will draft the necessary ordinance changes for introduction at the September 14th meeting. Chief McAteer stated that temporary signs will be placed in the area until the ordinance changes can be completed.

Borough Fees

Councilman Morozin asked if it were an option to change fees for OPRA Requests. Administrator McCafferty explained that OPRA fees are set by State Statute and cannot be adjusted.

Glassboro-Camden Line (GCL) Update

Councilwoman Musto stated that she and Administrator McCafferty have reached out to representatives for the proposed Glassboro-Camden Light Rail Line asking for a status update on the project. They are currently awaiting a meeting date. Councilwoman Musto inquired whether any other members of Council would like to be part of the conversation, keeping in mind quorum limitations.

Mayor Razze recalled previous meetings with representatives where they were not very forthcoming with information unless the Borough signed an NDA, which the Borough was not comfortable with. Councilwoman Musto expressed her desire to simply listen and see what kind of information they might offer. Council continued to discuss the need for transparency on the project but expressed concerns about

how much information the representatives would be willing to share without the NDA. Councilman Blackmore suggested having a list of questions prepared ahead of the meeting. Administrator McCafferty will continue to pursue a date for the meeting and follow up with Council as to who might be interested in participating.

Motion to close discussion: Morozin
Time: 7:50 p.m.
Ayes all.

Second: Guarni

Public Portion

Motion to open to the public: Blackmore
Time: 7:50 p.m.
Ayes all.

Second: Musto

Paul Snyder, 337 Lake Ave stated that those in charge of the GCL project should be transparent regarding the project.

Bethany Cope, 178 North Ave requested the possible addition of “No Parking” on Northwest Ave. Chief McAteer stated a traffic audit could be performed in the area and reviewed. Additionally, Ms. Cope mentioned she has noticed birds and racoons regularly entering an opening in the home at 184 North Ave, which is currently occupied. Administrator McCafferty will have Code Enforcement investigate the matter.

Motion to close public portion: Mazzola
Time: 7:54 p.m.
Ayes all.

Second: Blackmore

Adjournment

Motion to adjourn: Musto
Time: 7:54 p.m.
Ayes all.

Second: Blackmore

Respectfully submitted,

Sandra McCafferty, Borough Clerk