

JUNE 28, 2022
WORK SESSION MINUTES

The Work Session of the Board of Commissioners of the Borough of Cape May Point was called to order by Clerk Wallace at 12:03 PM. The Open Public Meetings Statement was read by the Clerk who then led those present in the flag salute. Mayor Moffatt, Commissioner Busch and Commissioner vanHeeswyk answered roll call. Also in attendance: Administrator Ed Grant, Clerk Elaine Wallace, and Solicitor John Amenhauser. This meeting was held electronically via Zoom under local operation guidance from the NJDCA pursuant to P.L. 2020, c. 11.

COMMISSIONERS' DISCUSSION (NEW BUSINESS/OLD BUSINESS)

Handicapped Parking Space Regulations: Borough Engineer Foster explained municipalities usually enact ordinances to provide for handicapped parking. If the spaces are for specific individuals, then normally an application form with proof of need are required. If a property owner has a driveway or room for one, then they should use that instead. The permits should be done on an annual basis to ensure the need still exists. There should also be a defined process for special circumstances such as an insufficiently sized/oriented driveway. The permit should require a fee to cover the initial cost, plus a smaller fee for renewal. In addition, some provision for residential vs. commercial should be addressed and specific person vs. general public. With the commissioners' approval, Solicitor Amenhauser will work with Engineer Foster to create an ordinance.

Commissioner Busch reported Public Works continues to work on tree and shrub trimming in the Borough rights of way. Also, she and Bill Gibson have begun looking at engineering proposals for improvements to the maintenance buildings. A capital ordinance will be needed to pay for the engineering design this year, with funding for the work to be included with the 2023 budget. Briefly, the work under consideration on the building at 801 Lighthouse would be for a tall addition to accommodate the tallest equipment and add some workspace plus improvements such as new windows, HVAC, exhaust in the bathrooms, roll-up doors, siding, doors, and gutters. The pole barn at the water tower would be to add another bay to keep all equipment stored inside to lengthen life expectancy, plus improvements to electric service. More discussion will be held at a future meeting.

Commissioner vanHeeswyk reported the auditors are on site now working on the 2021 audit.

Mayor Moffatt reported the beach season has started slowly due to cool weather and cold water, the result of which has been lower than expected tag sales. Anyone who wishes to report dogs on the beach or parking violations should call the police non-emergency number at 609-884-9500 to report.

ADMINISTRATOR'S REPORT

Administrator Grant is still working with FEMA and has another, more extensive, drill coming up in next week. He reported the employee handbook has been finalized and is scheduled for approval on the agenda. There was a session to go over the handbook with the beach taggers earlier in the day and another will be done with the lifeguards the following week. Lastly, he was pleased to announce the Borough has received notification that it has been awarded a \$25,000 energy grant to be used to create an energy master plan.

PUBLIC QUESTIONS ON AGENDA ITEMS: None

RESOLUTIONS:

- 78-22 Authorizing a Special Event Permit for Cape May Point Taxpayers Association
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 79-22 Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the Resurfacing of Alexander Avenue, Phase 1
Motions: Busch, Moffatt
Roll call: all in favor
- 80-22 Reappointment of Municipal Clerk Elaine L. Wallace
Motions: Moffatt, vanHeeswyk
Roll call: all in favor
- 81-22 Authorizing the Borough Engineer to Provide Engineering Services for the Yale Avenue Reconstruction Project for a Total Cost not to Exceed \$53,400
Motions: Busch, Moffatt
Roll call: all in favor
- 82-22 Adopting the Employee Handbook of the Borough of Cape May Point
Motions: Moffatt, vanHeeswyk
Roll call: all in favor
- 83-22 Approval of Bill List
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 84-22 Authorizing an Executive/Closed Session in Accordance with the Provisions of the Open Public Meetings Act N.J.S.A. 10:4-12(b) – Attorney/Client Privilege and Contract Negotiations - Bequest to CMPTA
Motions: vanHeeswyk, Moffatt
Roll call: all in favor

ORDINANCE FOR SECOND READING AND PUBLIC HEARING:

02-2022 Ordinance Appropriating \$232,700.00 from the Capital Improvement Fund

Motion to open public hearing: vanHeeswyk, Moffatt

Roll call: all in favor

When no one wished to speak, the public hearing was closed.

Motion to adopt: vanHeeswyk, Moffatt

Roll call: all in favor

PUBLIC PORTION:

Mary Kelly asked if there has been any discussion at the Borough, aside from what is covered in the noise ordinance, concerning creation of “entertainment spaces” outdoors. Outdoor areas with televisions or movie screens are becoming increasingly popular in other towns. She also asked if any action is being taken on light pollution. Commissioner vanHeeswyk said she raised concerns about light pollution decades ago when she originally served on the Planning Board, but none of the members wanted to do anything about it. She also stated the appropriate place for the two discussions is the Planning Board. The Board hires a planner for advice and guidance. The Planning Board could schedule discussion on an agenda and it would allow the public to ask questions during the public portion. Once a consensus is reached, recommendations could be made to the governing body. Mrs. vanHeeswyk also expressed concerns about fire pits. Commissioner Busch wasn’t on the combined boards when the lighting issue was previously discussed, but remember it fell by the wayside when the boards merged. Commissioner vanHeeswyk thought the current Planning Board Attorney still had a copy of the previous draft lighting regulations considered.

Hope Luken thanked the commissioners for the new beach mats at the entrances, saying they are wonderful for getting on and off the beach. Ms. Luken asked about the sign next to the fire house with postings all over it. Commissioner Busch explained it is a legal requirement for the road project contractor to post the notices at any work site. Ms. Luken then asked about parking for the proposed science center and whether there are any regulations and whether fees could be charged. She made clear she wasn’t speaking against the center, but wanted to be prepared for what might occur. Commissioner vanHeeswyk explained the science center is private property, so the borough has no oversight regarding entrance fees. Solicitor Amenhauser explained that what is ultimately done there may or may not trigger site plan overview to compliance with zoning regulations. Ms. Luken explained she is mostly concerned with parking for the property owners because there may be an issue if the center becomes wildly popular.

Barb Bassett reported the Environmental Commission wholeheartedly supports, and will help work on, a lighting ordinance. The EC has already put out an informative poster, email and website article regarding the importance of turning off outdoor lighting during spring and fall bird migration. Mary Kelly asked if Ms. Bassett would be willing to serve on a Planning Board subcommittee. Hope Luken offered to send the “lights out during migration” notice to Taxpayer Association members.

When no one else wished to speak, the meeting was recessed into closed session at 12:45 PM and reconvened at 12:56 PM on motion of Commissioner vanHeeswyk, seconded by Mayor Moffatt.

Commissioner Busch made a motion to take up the request of the Cape May Point Taxpayers Association to embark on a Veterans Memorial at the north end of Lake Lily based on an initial concept. A 2-pronged process will include the Administrator and Solicitor working on a letter of agreement with the Taxpayers Association about the mechanisms involved, as well as creating a committee for design and planning. She suggested having Administrator Grant head the committee and include members of community organizations, veterans, and any other stakeholders. Commissioner vanHeeswyk seconded the motion, which was carried unanimously.

There being no further business, the meeting was adjourned at 1:00 PM on motion of Commissioner vanHeeswyk, seconded by Commissioner Busch.

Respectfully submitted,

Accepted:

Elaine L. Wallace, RMC, CMR
Municipal Clerk

Commissioner Busch

Mayor Moffatt

Commissioner vanHeeswyk