

WESTAMPTON TOWNSHIP COMMITTEE
5:30 PM SPECIAL MEETING

January 29, 2018

The meeting was called to order at 5:35 PM by Mayor Wisniewski. Requirements of the Sunshine Law were read. This meeting was advertised in the Burlington County Times January 24, 2018. The flag was saluted and there was a moment of silence.

Roll Call:

Committeeman Henley	Present
Deputy Mayor Linda Hynes	Present
Committeeman Lopez	Present
Committeewoman Smith-Hartman	Present
Mayor John Wisniewski	Present

David Minchello, Solicitor, and Maria Carrington, Administrator/Deputy Clerk were present.

Meeting opened for public comments on agenda items: None

Old Business: None

New Business

- a. Committee Roles – Roles of the Township Committee, Township Solicitor and Township Administrator was discussed. Administrative and legislative duties are those of the Township Committee but day-to-day operations and other duties as listed in the ordinance are delegated to the administrator. Copies of the code were distributed. Any of the five committee members are welcome to ask the administrator for information; however, actions need to be voted on by the Committee. Fact specific analysis is required and the solicitor can help when there are questions.

If township personnel go directly to a committee person, they should be encouraged to follow the chain of command. Often issues could be directed to committee members circumventing department heads and the administrator so committee members should share information with the administrator.

The solicitor will give advice to the committee and administrator to properly follow ordinances and policies. The solicitor can be contacted individually by committee members but the answers should be shared to each person individually. For convenience, it may be beneficial to go through the administrator in most circumstances.

The requirements of the Open Public Meetings Act were discussed. Committee must be certain not to act without a formal publicly noticed meeting. Be careful not to reply all to emails or texts.

- b. Mayor Role – As presiding officer, the solicitor recommended that the mayor have the authority to determine the agenda. Maria stated that she will continue to bring potentially controversial items to the committee first at a workshop meeting and then at the next meeting as a resolution.
- c. Agenda Format – The revised agenda format was discussed. Of primary interest were the statements regarding public comment. The solicitor stated that it is important to establish ground rules. The statements will be consolidated and moved to the bottom of the agenda. Marion as the clerk will be responsible for firmly holding speakers to three minutes. It is important to be consistent. The public is entitled to express themselves but not entitled to a conversation.
- d. 2018 Goals-Brainstorming Session
 - a. Drug testing of employees
 - b. Mayor's message needs to be changed on website
 - c. Investigate dog parks
 - d. Additional/review public events: Parades, soap box derby, tree lightings, cocoa at the municipal building, Trunk or Treat at the Fire House, National Night Out, appreciation events for staff, citizen of the year, swearing in ceremonies, triathlon
 - e. Senior Citizen Centers – improve community center or look for a new site
 - f. Increase park system
 - g. Further increase code officials time/establish a citizen's portal
 - h. Address the appearance of shopping centers; work with owners; sign standards
 - i. Welcome to Westampton signs
 - j. Preservation of township's rural characteristics
 - k. Creation of a Westampton zip code
 - l. Committee Liaison for Utilities – concern about water contamination
 - m. Review and explore additional shared service agreements
 - n. Hold Town Hall Q&A/Listening Meetings
 - o. Investigate election cycles to see if it is possible to have a year off from local government elections
 - p. Prepare in advance for AFSCME negotiations with respect to stipends
 - q. Bring department heads into budget process
 - r. Assist seniors with activities and fund raising; link them with free programs and speakers
 - s. Property standards for businesses
 - t. Municipal court – explore additional security options
 - u. Consider other forms of social media such as Remind Me, Nixle, etc.
 - v. Recreation – need for coaches, review guidelines and requirements for coaches
 - w. Public meeting with Virtua prior to site plan approval process
 - x. PILOTs, tax abatements and developments – minimize school impact
 - y. Settle with Fair Share on Affordable Housing

- z. Share rental information with public regarding Ingerman/Willows
- aa. Status of Woodmont

Open to public Comment

Nancy Burkley –

Township Committee should consider that tax abatements are only five years whereas PILOTs are 30 years and have been helpful in the past to bring business into Westampton. Suggests holding the Fall Festival during the day as some people don't like coming out in the dark and could also have business come as they did with Westampton day.

Warns of changing the election cycle as it would not be advisable to have a majority of committee being elected at one time.

Remember that you are only an active member when you are sitting at the table.

Warns against committee members calling the solicitor individually as could lead to action being taken outside of public meetings.

Committee members should encourage that employees follow the chain of command before they get involved.

Suggests CPR classes to be given to the public.

Regarding the senior center, the township should consider lowering the ceiling of the big room as it is difficult to hear in there during meetings and elections.

Suggests that resolutions still include bloc and lot rather than addresses for privacy.

Resolutions:

1-29-18 to go into closed session to discuss personnel. Motion made by Mayor Wisniewski and seconded by Committeewoman Smith-Hartman. All in Favor.

Closed Session Conducted.

Motion to reopen meeting to public was made by Committeeman Lopez and seconded by Deputy Mayor Hynes. All in favor.

There were no further comments and the meeting was adjourned by Committeewoman Smith-Hartman's motion.

Respectfully submitted,

Maria Carrington, Deputy Clerk and Administrator