

Council Meeting
August 13, 2018
7:00 p.m.

The council meeting of Mayor and Council was held on the above date and time with Council members Smith, Dias, Carrow and DeBenedictis present with Mayor Letterman presiding. Recording Secretary Sue Muncey, Captain Carl Hutson, Town Solicitor Scott Chambers, Daniel Ash, Jonathan Burnett, Wayne Gladhill, and Sandra DeLane were also in attendance. Mr. Letterman stated Mr. Hurlock was excused from the meeting.

1. **Call to Order** - Mr. Letterman called the meeting to order at 7:00 p.m.
2. **Pledge to the Flag** – Mr. Smith led the Pledge of Allegiance.
3. **Approval of Minutes** –

Ms. DeBenedictis made a motion to accept the Council Meeting minutes from 07/09/18 and the Personnel Meeting minutes from 07/17/18 in written form. Mr. Dias seconded the motion. Motion carried unanimously.

4. **Approval of Income and Expense Report** –

Mr. Dias made a motion to approve the Income and Expense Report. Mr. Smith seconded the motion. Motion carried unanimously.

5. **Communications** – Ms. DeBenedictis read a letter from Smyrna High School Boosters dated 07/23/18.
6. **Report of the Chief of Police** – Mr. Hutson stated they were rewarded a grant from Highway Safety for two (2) radar units. Mr. Hutson stated he was given permission to use \$3,000 from the violent crime fund to purchase an in-car video camera. The violent crime fund for 2019 came out. The amount is \$27,000. Mr. Smith stated he wanted to thank the police department for watching over the equipment they had for a HOA event.
7. **Report of the Town Foreman** – Mr. Letterman had no report.
8. **Report of the Town Solicitor** – Mr. Chambers had no report.
9. **Report from Inspections/Enforcement** – Mr. Letterman had no report.
10. **Reports from Members of Council**
 - a. **Report from Electric Committee** – Ms. DeBenedictis stated there was no report of power loss.

- b. Report from Street Committee** – Mr. Smith stated a meeting is scheduled 08/23/18 at 6:00 p.m.
- c. Report from Water & Sewer Committee** – Mr. Dias had no report. Mr. Letterman stated there was a second water main break at Clayton Avenue which was age related. When the new blacktop was put down they used a vibrating roller instead of a static roller. In the future we will request that a static roller is used. Mr. Letterman also stated the hydrants were flushed. They were using water from Artesian which caused their pump to stop. We had to re-start the town’s pump. This affected the developments for about 10 minutes. Hydrants are flushed to clean out the system.
- d. Report from Equipment Committee** – Mr. Smith had no report.
- e. Report from Personnel Committee** – Mr. Carrow stated a meeting is scheduled 08/20/18 at 7:30 p.m.
- f. Report from Public Safety Committee** – Mr. Dias had no report.
- g. Report from Budget Committee** – Mr. Smith stated a meeting is scheduled 08/23/18 at 6:30 p.m.
- h. Report from Economic Development Committee** – Mr. Carrow had no report.
- i. Report from DEMEC** – Ms. DeBenedictis stated the costs for the first full month of operation of the Smyrna Solar Park was \$37.59 per megawatt. They wanted to thank all who were involved. The annual dinner is on September 19. Ms. DeBenedictis asked if Clayton Fire Company could put in a bid for future dinners. Ms. DeBenedictis stated she would like to use the Green Energy Fund to put more solar panels on the firehouse. As of the end of April there was \$12,000 in the Green Energy Fund. The Clayton Firehouse solar system has produced 1506 kilowatts from 01/01/18 to 04/25/18. This equates to 1.1 metric tons of CO2 not emitted, 126 gallons of gas not burned, 1226 pounds of coal not burned, or 1.3 acres of US Forest absorbing CO2 in one year. Mr. Letterman stated this will need to be brought up and discussed under the proper meeting.
- j. Report from Board of Adjustments** – Mr. Letterman had no report.
- k. Report from Planning & Zoning Committee** – Mr. Letterman stated the Comp Plan has been approved at the PLUS meeting with a few comments. Linda Raab is currently working on responding to these comments.
- l. Appeals Board** – Mr. Letterman had no report.

11. Unfinished Business

- a.** No unfinished business.

12. New Business –

- a. Discuss and Vote on changing Section 6.19 Audio/Video Recording Policy of the Employee Handbook to Remove Audio.

Mr. Carrow made a motion to change Section 6.19 to remove the audio portion of the policy as approved at the Personnel Committee Meeting. Mr. Smith seconded the motion. Motion carried unanimously.

13. Public Forum –

- a. Dan Ash from First State Community Action Agency. He wanted to introduce himself. He stated this agency is like a sister company to social services. They work to help people to get air conditioners, etc. He asked if there were places or communities that would benefit from their services. Mr. Letterman thanked him. Ms. DeBenedictis stated at DEMEC there was a lady who spoke in reference to this. We currently have brochures out in our lobby for customers.

- b. Wayne Gladhill stated he put in a request to be put on Town Council agenda. Mr. Letterman stated this is not on tonight's agenda. We only received the request 08/13/18 at 4:30 p.m. You are scheduled to be put on September's agenda. Mr. Letterman told Mr. Gladhill that he has to file the request seven (7) days prior to the meeting to meet FOIA requirements. Mr. Gladhill asked what FOIA was. Mr. Letterman stated it is the Freedom of Information Act. Mr. Gladhill stated in New Jersey they don't have that. He stated he would look into that. Mr. Letterman stated our Town Solicitor is present and we can ask him. Mr. Chambers stated you must follow FOIA it is a State law. Mr. Gladhill stated he will need to look into that. Mr. Gladhill asked the Chief for crime stats. Mr. Letterman stated this is the Public Forum and you are allowed to make a comment only. Mr. Gladhill stated let me make a comment then. On Duck Creek Road the speed drops to 25 and there is a town watch sign. What is that about? Mr. Letterman offered to speak to Mr. Gladhill after the meeting. Mr. Gladhill continued by stating the Town needs to be transparent.

Mr. Letterman asked if the public had any other comments. He asked for a motion to adjourn.

14. Adjournment

Mr. Dias made a motion to adjourn the meeting. Ms. DeBenedictis seconded the motion. Motion carried unanimously. Meeting was adjourned at 7:20 p.m.

Recording Secretary,

Sue Muncey