

**BOROUGH OF INTERLAKEN
WORKSHOP MINUTES
DECEMBER 4, 2013
7:00 P.M. AT BOROUGH HALL**

The meeting of the Borough of Interlaken was called to order at 7:00 p.m., by Mayor Nohilly. The following statement was read by Borough Administrator Reibrich. "The notice of the requirements of the Open Public Meetings Act has been satisfied by forwarding annual notice to the Coaster and Asbury Park Press. A copy of annual notice is posted on the Borough bulletin board and is on file in the Borough Clerk's office."

Present: Mayor Nohilly, Council President Miller, Council members Cohen, Morley, Napoli, Parry, White

Also Present: Borough Administrator Reibrich, Borough Attorney Richard Shaklee, Esq.

Late Arrival: 7:09 pm Councilman White, 7:15 pm Councilman Morley

1. COMMUNICATION WITH RESIDENTS - Councilman Napoli led a discussion regarding communications to residents. He wants to pursue frequent communication with residents using current technology. Councilman Napoli wants to reach out to residents suggesting that meeting agendas and other information be emailed to residents.

Mayor Nohilly stated that the Borough already meets requirements for municipal notice pertaining to agendas and the Borough should adhere to those processes. Mayor Nohilly agreed that other Borough information can be sent to residents in this way.

Councilman Napoli suggested that a notice be mailed asking for email addresses. Mayor Nohilly asked who would be responsible for creating and sending the informational emails to the residents. Councilman Napoli thought the Borough Office should be responsible.

Council President Miller stated that a general email could be sent with a prompt to see the Borough website for specifics.

There was some discussion by Council about who would be responsible for the content and frequency of emails to the residents. Council discussed ways of collecting residents' email addresses. They agreed that emailing residents was a good way to be proactive about getting information to residents, as NIXLE is successful in getting emergency information to them as well.

Mayor Nohilly stated that the first focus should be to communicate to the residents to sign up for NIXLE and then also get their emails to keep them abreast of additional Borough happenings.

Councilman Napoli stated that there are great examples of how emails were used in other towns to communicate necessary information to residents. Power outages, weather advisories, leaf collection schedules and DPW messages are all good examples.

Mayor Nohilly stated that the matter would be put on the workshop agenda for January where the details regarding the emails would be decided.

2. 2014 RECREATION EVENTS –

Council discussed details and assigned tasks for the upcoming Tree Lighting Event.

Council discussed 2014 events in general.

Councilman Cohen agreed that finding volunteers to sit on a Recreation Committee and plan all of the events was daunting and discourages volunteers. Councilman Cohen suggested that volunteers be solicited for help with each event.

Councilman White agreed that there may be more response by volunteers, if they were asked to help the day of the event.

Councilman Cohen suggested that Council could each choose an event to coordinate.

Councilman Napoli suggested an open house for volunteers to recruit them for individual events.

Councilman White agreed that getting volunteers for each event would be easier. Council could say, “This is what we are planning. Could you help?”

Councilman Morley agreed that single event planning was a good idea. He feels that some of the work needs to be outsourced and used the Borough Picnic catering as an example.

Bill Handerhan, 21 Barra Street, stated (from the audience) that there are kids willing to help to earn volunteer credits for National Honor Society, graduation or Confirmation credits.

3. **NEW BUSINESS** – Councilman Napoli stated that there is an Eagle Scout, Eric Case, being sponsored by Deal Lake Commission who wants to make a presentation at the next meeting.

Councilman Parry stated that he is looking forward to hearing Eric’s presentation, because previous work with scouts and youth projects has been successful.

4. **COMMENTS FROM THE PUBLIC** - No public present.

5. **ADJOURNMENT:** With no further comments, Council President Miller made a motion to adjourn at 7:40 p.m., seconded by Councilman Napoli and unanimously carried.

| Record of Vote | Mayor Nohilly | Council President Miller | Councilman Parry | Councilman White | Councilman Morley | Councilman Napoli | Councilman Cohen |
|-------------------|---------------|--------------------------|------------------|------------------|-------------------|-------------------|------------------|
| Motion to Approve | | X | | | | | |
| Motion to Second | | | | | | X | |
| Approved | | X | X | X | X | X | X |
| Opposed | | | | | | | |
| Abstain/Recuse | | | | | | | |
| Absent/Excused | | | | | | | |

 Lori Reibrich
 Borough Administrator/Municipal Clerk
 Date Approved: _____