

Chatham Borough

GOALS & OBJECTIVES

2016

Status Report

January 1, 2016 – March 31, 2016

Active Goals – 32

Completed Goals – 5

Percentage Completed – 14%

1. Goal: Prepare and submit for approval the 2016 budget.

Responsible: Chief Financial Officer, Borough Clerk. **Active**

2. Goal: Initiate preparation of the 2017 budget by August 1, 2016.

Responsible: Chief Financial Officer. **Active**

3. Goal: Investigate, and if approved, implement electronic personnel time reporting.

Responsible: Chief Financial Officer. **Active**

4. Goal: Amend the Borough purchasing procedures to include timelines for the payment of construction contracts in accordance with New Jersey Best Practices.

Responsible: Chief Financial Officer. **Completed**

5. Goal: Prepare Annual Financial Statement, Annual Debt Statement and Budget Schedules in accordance with New Jersey Best Practices.

Responsible: Chief Financial Officer. **Completed**

6. Goal: Continue discussions with the Township about preparing a shared services agreement for the coordination and financial management of the Joint Recreation Program.

Responsible: Administrator. **Completed**

7. Goal: Develop a new Administrative Code.

Responsible: Mayor, Administrator, Borough Attorney. **Active**

8. Goal: Revise the property maintenance ordinance pursuant to a newly enacted statute to authorize the enforcement of the Borough's property maintenance code against creditors who are foreclosing on residential properties.

Responsible: Administrator, Borough Attorney. **Active**

9. Goal: Continue to research "Cloud" applications.

Responsible: Administrator, Chief Financial Officer, IT Team. **Active**

10. Goal: Continue to develop the Borough website.

Responsible: Communications and Technology Advisory Committee, Director of Community Services, Administrator. **Active**

11. Goal: Investigate improvements for the communications and TV systems.

Responsible: Communications and Technology Committee, Administrator, Media Program Manager.
Active

12. Goal: Update the Environmental Resource Inventory (ERI) as needed for submission to the Planning Board. Propose inclusion of same in the Chatham Borough Master Plan.

Responsible: Environmental Commission. **Completed**

13. Goal: Determine if Kelley's Pond requires any dredging or aeration to keep algae from forming at the surface, and prepare a plan for the clean-up of the area around Kelley's Pond.

Responsible: Environmental Commission, Borough Engineer. **Active**

14. Goal: Conduct the 2nd Sustainability Fair of the Chathams on September 11, 2016.

Responsible: Environmental Commission, Mayor's Wellness, Director of Community Services. **Active**

15. Goal: Establish the “Environmentally Friendly Recognition Award.”

Responsible: Environmental Commission. **Active**

16. Goal: Create at least two additional “Explore Chatham” walks in 2016 and develop an “Explore Chatham” pamphlet.

Responsible: Environmental Commission. **Active**

- 17. Goal:** Revise the Land Development ordinance to reflect historic preservation oriented modifications.
Responsible: Councilman Hoffman, Historic Preservation Commission, Planning Board. **Active**
- 18. Goal:** Continue to plan for the future, complete the Master Plan Re-Examination to determine whether the Land Development Ordinance needs to be changed to meet community objectives.
Responsible: Planning Board. **Active**

19. Goal: Determine if the sign ordinance needs to be amended to clarify the approvals needed for non-municipal entities to erect signs on Borough property and to reflect the 2015 United States Supreme Court decision.

Responsible: Assistant Administrator, Planning Board.

Active

20. Goal: Improve service to the public when they contact the Borough to request assistance or report a problem.

Responsible: Assistant Administrator. **Active**

21. Goal: Continue to follow the Court mandated process to establish the Borough's Housing element and Fair Share Plan to protect Chatham from the "builders remedy" suits, and address the affordable housing needs for residents.

Responsible: Assistant Administrator, Borough Attorney. **Active**

22. Goal: Develop volunteers to perform their duties by training them on Borough budget practices, OPRA, OPMA, etc. and encourage volunteers.

Responsible: Assistant Administrator. **Active**

23. Goal: Develop and implement a plan to address the Emerald Ash Borer, its treatment and removal.

Responsible: Shade Tree Commission. **Active**

24. Goal: Complete the preparation of Borough tax maps, open space maps, zoning maps, fire hydrant locations, tree inventory and storm sewer mapping using GIS technology.

Responsible: Borough Engineer. **Active**

25. Goal: Complete the Lafayette Avenue and Front Street resurfacing project.

Responsible: Borough Engineer. **Active**

26. Goal: Implement the Water Utility Improvement Plan for the well pump houses including well pump rehabilitation, back-up generation, tank painting and upgrade all electrical systems.

Responsible: Borough Engineer. **Active**

27. Goal: Plan to pave Weston Avenue from Hedges Avenue to Rowan Road in 2017.

Responsible: Borough Engineer. **Completed**

28. Goal: Map (GIS) of parking regulations and speed limits.

Responsible: Borough Engineer, Traffic Safety Officer. **Active**

29. Goal: Inspect all property sewer connections on Roosevelt, Hedges, University and Wilson to determine if backflow preventers should be installed.

Responsible: Borough Engineer. **Active**

30. Goal: Improve Day's Brook from Kings Road to Main Street, and complete the Liberty Park improvement project.

Responsible: Borough Engineer, Director of Community Services. **Active**

31. Goal: Continue the process for the implementation of the recommendations listed in the report that was prepared by the Long Range Traffic and Pedestrian Safety Planning Committee to improve pedestrian and traffic safety.

Responsible: Borough Engineer, Long Range Traffic and Pedestrian Safety Planning Committee. **Active**

32. Goal: Continue increasing the multifamily, businesses and commercial sector recycling and tonnage reporting.

Responsible: Director of Community Services. **Active**

33. Goal: Identify community events that the MyChatham Advisory Committee will plan, organize, staff and manage.

Responsible: Director of Community Services. **Active**

34. Goal: Continue to explore Certified Local Government status.

Responsible: Director of Community Services,
Historic Preservation Commission. **Active**

- 35. Goal:** Develop and post the volunteer guide on the Borough web page and distribute the guide at various Borough events.
Responsible: Director of Community Services. **Active**
- 36. Goal:** The Pilgrim Pipeline Advisory Committee will continue its efforts to elicit information from Pilgrim Pipeline LLC and keep the public informed.
Responsible: Borough Council, Pilgrim Pipeline Advisory Committee. **Active**
- 37. Goal:** Continue to explore solutions for the traffic issues on Main Street (Route 124).
Responsible: Mayor, Borough Council. **Active**