

RESOLUTION 17-01-23

RESOLUTION PROMULGATING THE MAYOR OF THE BOROUGH OF MATAWAN'S 2017 ACTION PLAN FOR INCREASING GOVERNMENT EFFICIENCY, IMPROVING PUBLIC SERVICES, REDUCING GOVERNMENT COSTS, AND RESTORING AND REHABILITATING PUBLIC FACILITIES AND LANDS

WHEREAS, the Mayor and Council of the Borough of Matawan are committed to providing efficient and responsive municipal services to the residents of the Borough at the lowest possible cost to taxpayers; and

WHEREAS, the Mayor and Council of the Borough of Matawan have identified specific areas in which the Borough can improve the services provided to its residents; and

WHEREAS, the Mayor and Council of the Borough of Matawan have identified specific areas in which the Borough may be able to lower the costs of providing such services to its residents; and

WHEREAS, the Mayor and Council of the Borough of Matawan have solicited input from each and every department of the Borough's administration in order to identify specific areas in which the efficiency of the Borough's operations can be improved; and

WHEREAS, the Mayor and Council of the Borough of Matawan have identified specific public facilities and lands which require rehabilitation and improvement in order to restore services and provide recreational, historical, and commercial opportunities for residents and visitors to the Borough; and

WHEREAS, in the interests of open and transparent local government, the Mayor and Council of the Borough of Matawan intend to publicly declare their intentions and policy goals to the residents of the Borough through the promulgation of a specific 2017 Action Plan, the execution of which will accomplish the aforesaid objectives.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Matawan hereby promulgate the Mayor's 2017 Action Plan, which is attached hereto and made a part hereof, including specific and verifiable actions that will be undertaken by the Mayor and Council, in conjunction with the administration and professionals of the Borough, in order to increase government efficiency, improve public services, reduce government costs, restore and rehabilitate public facilities and lands, and to generally effectuate the policies of this governing body, as constituted on January 1, 2017, and hereby further instruct the Borough's administration to post the Mayor's 2017 Action Plan on the Borough's website to be updated as specific actions and line-items are accomplished during 2017.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to all Borough of Matawan Department Heads.

CERTIFICATION OF RESOLUTION

I, Karen Wynne, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2017.

IN WITNESS WHEREOF, I have hereunder set my hand and official seal of the Borough of Matawan this 1st day of January, 2017.

(Signature on File)

Karen Wynne, RMC
Municipal Clerk

Mayor Altomonte's 2017 Action Plan

Borough Cost Cutting/Saving Measures

- 1) Explore options for shared services and bulk purchasing to save taxpayers money.
- 2) Conduct Borough-wide energy audit to reduce energy dependence and cut utility costs.
- 3) Determine if it would be more cost effective to handle the ADP Tax Assessment Program “in house” instead of outsourcing this work.
- 4) Conduct a comprehensive review of overtime costs to identify ways to reduce overtime.
- 5) Pass a comprehensive commercial grease trap maintenance ordinance, which will be strictly enforced. This will significantly reduce the amount of sewer blockages. Each year, the town spends thousands of dollars to clear these blockages. In most cases, the source of the grease is restaurant grease traps that are not properly cleaned and maintained.

Improve our Roads, Parks, Downtown, Train Station, and Historic Sites

- 6) Begin construction on Phase 1 of the restoration of Gravelly Brook Park as a public space for all residents and local sports leagues to enjoy.
- 7) Pursue funding and begin planning for Phase 2 of the restoration of Gravelly Brook Park to further expand the recreational offerings in the Borough's largest public park.
- 8) Implement a Downtown Revitalization Plan to attract new investment and businesses to our community.
- 9) Develop parking solutions to make Matawan's downtown more attractive and accessible to local shoppers.
- 10) Begin renovations on Burrowes Mansion Museum, the Revolutionary War relic and perhaps most important piece of Matawan's proud history.
- 11) Explore options to facilitate a public-private partnership for the revitalization of the privately owned Ryer House (aka, the Ambrosio Mansion) on Main Street.
- 12) Create a new, workable and feasible Train Station Redevelopment Plan, which will revitalize this long-neglected resource of Matawan.

Improve Borough Services

- 13) Tell us how we're doing! Survey forms will be available online and at all Borough offices so residents can provide feedback and suggestions.

14) Work with the Matawan Aberdeen School District and the Matawan Aberdeen Education Foundation (MAEF) to expand summer camp to include an afternoon session.

15) Allow residents to sign up to receive email and text messages with important Borough alerts and emergency conditions (using Nixle or similar system).

16) Currently, Matawan residents need to drive to Tinton Falls to drop off recycling. Plans are in place to open a new recycling center in Matawan.

17) Determine if current Street Sweeper can be repaired or otherwise buy a new Street Sweeper and reinstitute a regular street cleaning schedule for the entire town.

18) Hold regularly scheduled “Meet the Mayor Nights”, where residents can meet directly with the Mayor and department heads to discuss their ideas and concerns.

Increase Non-Tax Borough Revenues

19) Investigate new state, federal and private grant opportunities to expand services for Matawan residents without relying on property taxes.

20) Conduct comprehensive review of all Borough owned properties and redevelopment sites to make sure they are properly used or returned to the tax rolls.

21) Review fees charged to utilities and developers for roadwork service provided by Matawan Borough Police.

22) Review fee structure for the Building and Construction Department.

Government Efficiency

23) Hold regular meetings with the Administrative Staff and Department/Division heads to improve communication and efficiency.

24) Instruct department heads to conduct cost benefit analysis to determine which services should be outsourced and which should be done in house.

25) Consider Council Ordinance to allow the Clerk’s office or the Police Department to approve licenses/permits without Council approval by Resolution.

26) Explore options of privatizing Matawan’s water and sewer systems.

Economic Development

27) Initiate a Storefront Revitalization Program that provides incentives to open businesses in empty storefronts.

28) Seek input and increase coordination with the Matawan Chamber of Commerce, the Matawan Historic Commission, and downtown business owners. Utilize their expertise to explore innovative ways to draw consumers to Matawan businesses.

Expand E-Government Services

29) Agendas for public meetings will be posted online at least 48 hours before the meeting time.

30) Minutes for past public meetings will be available for approval by the Mayor and Council and posting online no later than two regularly scheduled meetings after the meeting at which the minutes were taken.

31) Review all services and forms used by the public, and where possible, enable residents to complete forms, request services, and make payments online.

32) Investigate software solutions for records, agenda/resolution/ordinance preparation, OPRA, etc.

33) Expand the acceptance of credit cards in Borough Hall.

Public Health and Safety

34) Open a new Emergency Management Headquarters to improve our response and communications during natural disasters and other emergency events.

35) Implement plan to address vandalism and to increase security in our local parks.

36) Establish new Matawan Emergency Warming Center for residents to utilize following natural disasters.