

July 1, 2020  
6:30 PM

A caucus meeting of the Mayor and Council of the Borough of West Long Branch was held on the above date and time in the Council Chambers, Borough Hall, 965 Broadway, West Long Branch, N.J.

Mayor Janet W. Tucci presided.

Mayor Tucci reported that in accordance with N.J.S.A. 10:4-6 adequate notice of this meeting of the Mayor and Council has been provided.

PRESENT: BRAY, CIOFFI, NEYHART, PENTA, SNIFFEN  
ABSENT: MANGO

**MAYOR TUCCI:**

1. The Borough Administrator was asked to designate someone to ensure that the Borough's website was updated regularly.

**COUNCILMAN BRAY:**

Nothing.

**COUNCILMAN CIOFFI:**

Nothing.

**COUNCILMAN NEYHART:**

Nothing.

**COUNCILMAN PENTA:**

Nothing.

**COUNCILMAN SNIFFEN:**

Nothing.

**BOROUGH ADMINISTRATOR DOLLINGER:**

Nothing.

**BOROUGH CLERK COLE:**

Nothing.

**BOROUGH ATTORNEY BAXTER:**

1. The Borough Administrator was asked to inform the Planning Board and Zoning Board Clerk that the agendas and meeting packets should be distributed the week prior to the Board's meeting date.
2. With respect to the Small Wireless Communications Facilities Master License Agreement with Verizon, it was noted that the Borough requested sample sites and photographs to see the aesthetics, but they had not yet been provided.
3. The Governor issued a 14-day quarantine travel advisory for individuals traveling to or returning to New Jersey from states with increasing rates of COVID-19. The Borough Attorney recommended having department heads confirm vacation destinations with their employees in order to comply with this quarantine advisory. Councilman Cioffi felt that this should be handled on a case-by-case basis.

**MAYOR TUCCI:**

1. A resident complained to the Mayor that she emailed the Zoning Board members and secretary with a question and no one responded. The Borough Attorney advised that it was not appropriate for the Board members to respond to such inquiries.
2. The Borough Administrator was instructed to ensure that new identification cards were issued to the Mayor and Borough Council.

Mayor Tucci opened the meeting up to the public.

The Borough Attorney explained that the Mayor and Borough Council would be going into executive session following the Council meeting.

There being no one wishing to speak, Councilman Neyhart moved Council adjourn Caucus Session at 6:46 PM. Seconded by Councilman Bray and carried unanimously.

  
BOROUGH CLERK