

**ORDINANCE 2021-11**

**AN ORDINANCE REPEALING ARTICLE XI OF THE CODE OF THE BOROUGH OF SPOTSWOOD ENTITLED "DEPARTMENT OF HEALTH, RECREATION AND WELFARE" AND ADOPTING A NEW ARTICLE XI IN ITS PLACE ENTITLED "DEPARTMENT OF COMMUNITY AFFAIRS," AS WELL AS CHANGING ANY AND ALL REFERENCES WITHIN THE CODE OF THE BOROUGH OF SPOTSWOOD FROM "DEPARTMENT OF HEALTH, RECREATION AND WELFARE" TO READ "DEPARTMENT OF COMMUNITY AFFAIRS"**

**WHEREAS**, it has been determined that the Code of the Borough of Spotswood fails to include commissions and/or divisions that are currently operating within the Borough of Spotswood; and,

**WHEREAS**, there is a need to reorganize the Departments of the Borough of Spotswood to provide for the more efficient operation of local government so to better address the needs of the residents of the Borough of Spotswood; and,

**WHEREAS**, the changes proposed include the structural and administrative streamlining of government functions to better address the needs of the residents in the area of public health, recreation, community affairs and public welfare by repealing Article XI, entitled Department of Health, Recreation and Welfare, and replacing Article XI with the Department of Community Affairs, which are intended to address those matters pertaining to the public health, recreation and welfare needs of the residents of the Borough of Spotswood; and,

**WHEREAS**, the changes proposed are in the public interest;

**NOW, THEREFORE, BE IT RESOLVED** that that any reference to the "Department of Health, Recreation and Welfare" throughout the Code of the Borough of Spotswood shall be repealed and replaced with "Department of Community Affairs," including but not limited to Chapter 2, Section 27 and Article XI; be it further

**RESOLVED** that Article XI, Chapter 2, Section 67 shall provide that there will be a Director of the Department of Community Affairs who is charged with the supervision and direction of public health, recreation and welfare in the Borough; be it further

**RESOLVED** that Article XI, Chapter 2, Section 67 shall provide that there shall be coordinators for the Office on Aging, Recreation Coordinator, Public Health Coordinator and Alliance Coordinator, all of whom shall report to the Department of Community Affairs, to ensure coordination by and between their respective committee(s)/council(s)/commission(s) with the operations of the Borough; be it further

**RESOLVED** that Article XI shall now be revised to read as follows:

**ORDINANCE 2021-11**

DATE INTRODUCED October 18, 2021  
DATE ADOPTED ~~November 8, 2021~~

DATE TO THE MAYOR - November 9, 2021  
DATE RETURNED - 11/9/21

APPROVED

OR

REJECTED

  
\_\_\_\_\_  
JAQUELINE PALMER, MAYOR



**ARTICLE XI**  
**Department of Community Affairs**

**2-67. Director.**

There shall be a Department of Community Affairs, the head of which shall be the Director appointed by the Mayor, with the advice and consent of the Borough Council. The Department of Community Affairs shall be charged with the supervision and direction of matters pertaining to public health, recreation and welfare within the Borough of Spotswood.

**2-68. Division of Recreation.**

- A. Within the Department of Community Affairs there shall be a Division of Recreation which shall be supervised by the Recreation Coordinator, under the direction and supervision of the Department Director. The Recreation Coordinator shall develop and supervise a program of recreation for the residents of Spotswood working in coordination with the Mayor's Office and the Board of Education, as well as any other public entity as directed by the Director of the Department of Community Affairs.
- B. There shall be a Recreation Advisory Committee, which shall consist of thirteen (13) members, all of whom shall be residents of the Borough and shall be appointed by the Mayor and serve without compensation. There shall be nine (9) regular members who shall serve terms of five (5) years and four (4) alternate members who shall serve terms of two (2) years.
- C. Vacancies shall be filled for the balance of any unexpired term.
- D. One (1) regular member shall be chosen by the membership to serve as Chairperson at the first meeting of each year.
- E. The Recreation Advisory Committee shall advise and assist the Recreation Coordinator in implementing a program of recreation for the residents of Spotswood, including the development of policies for recreation activities, including setting fees for participation which shall be subject to approval by the Borough Council.

**2-69. Division of Senior Services.**

- A. Within the Department of Community Affairs there shall be a Division of Senior Services which shall provide services, activities and programs for the senior residents (age 55+) of the Borough of Spotswood.
- B. The Coordinator of Senior Services, under the supervision and direction of the Department Director, shall manage the Senior Resource Center and shall train and supervise the employees of the Division of Senior Services.
- C. The Division shall provide counseling related to the State Health Insurance Assistance Program (SHIP) and Pharmaceutical Assistance to the Aged and Disabled (PAAD) and shall coordinate with other social service agencies providing assistance to Spotswood seniors.
- D. The Division shall develop and provide social activities, health and wellness programs and leisure programs to be conducted at the Senior Resource Center.
- E. The Division shall operate a transportation program providing bus service to the Center, shopping local errands and doctor's appointments.

**2-70. Cultural and Heritage Commission.**

- A. The Spotswood Cultural and Heritage Commission is hereby established within the Department of Community Affairs. The Commission shall assist and advise the Director of the Department in the preservation, promotion and protection of the Borough's historical sites, records, resources and shall promote, encourage and further the cultural arts for the benefit of the citizens of the Borough.
- B. The membership of the Spotswood Cultural and Heritage Commission shall consist of seven members to be appointed by the Mayor. Initially, the appointments shall be three members for a term of three years, two members for a term of two years, and two members for a term of one year. Thereafter, all appointments to the Cultural and Heritage Commission shall be for a term of three-years.



### **2-71. Civil Rights Commission**

- A. In accordance with N.J.S.A. 10:5-10, The Law Against Discrimination, there is hereby created a Commission on Civil Rights within the Department of Community Affairs to aid in effectuating the purposes of the Act. The Mayor may appoint members of the Civil Rights Commission consisting of five citizens of Spotswood who shall serve without compensation for staggered terms of three (3) years, one of whom shall be the Director of the Department of Community Affairs who shall serve as the Commission Chairperson.
- B. The Commission shall attempt to foster, through community effort or otherwise, good will, cooperation and conciliation among the groups and elements of the inhabitants of Spotswood. The Commission is hereby empowered to make recommendations to the Borough Council for the development of policies and procedures in general and for programs of formal and informal education that will aid in eliminating all types of discrimination based on race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender identity or expression, familial status, disability, nationality or sex.

### **2-72. Environmental Commission**

Within the Department of Community Affairs, there shall be an Environmental Commission which shall investigate, report and make proposals regarding the air, land and water qualities of the Borough. (See Chapter 5, Article II, Environmental Commission)

### **2-73. Youth Council**

- A. Within the Department of Community Affairs, there shall be a Youth Council which shall provide opportunities that will foster civic engagement, leadership, responsibility and pride among the community's youth. The mission of the Youth Council is to address the recreational and social needs of the borough's youth by evaluating existing programs, identifying and recommending new programs and publicizing programs and events.
- B. The membership of the Youth Council shall consist of nine members for a one-year term to be appointed by the Mayor.

### **2-74. Business Alliance**

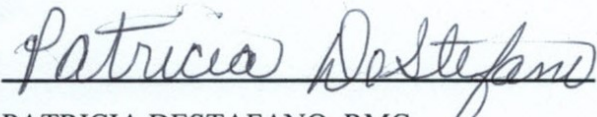
- A. Within the Department of Community Affairs, there shall be a Business Alliance which shall promote economic growth and to enhance the quality of life for all citizens of Spotswood. The focus of the Alliance shall be promoting business development and retention, new job creation; advocacy; workforce development; and connecting people and businesses.
- B. The membership of the Business Alliance shall consist of eleven members to be appointed by the Mayor. Initially, the appointments shall be four members for a term of three years, four members for a term of two years, and three members for a term of one year. Thereafter, all appointments to the Cultural and Heritage Commission shall be for a term of three-years.



Dated: October 18, 2021

  
TED RICCI, Council President

**ATTEST:**

  
PATRICIA DESTAFANO, RMC

Clerk of the Borough of Spotswood

**STATEMENT OF PURPOSE**

One of the purposes of this Ordinance is to ensure that the Code of the Borough of Spotswood accurately identifies the commissions, committees, councils and/or divisions that are currently operating with the Borough, as well as to streamline the operations of the Departments of the Borough of Spotswood. In furtherance of this purpose, this Ordinance repeals the existing provisions of Article XI and replaces it with the Department of Community Affairs.