

AN ORDINANCE CREATING CHAPTER 2, SECTION 62 OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF WEST ORANGE, ENTITLED "SENIOR CITIZENS ADVISORY BOARD"

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WEST ORANGE, in the County of Essex and State of New Jersey, that there shall be created a Chapter 2, Section 62 of the Revised General Ordinances of the Township of West Orange, which shall provide as follows:

2-62 SENIOR CITIZENS ADVISORY BOARD.

2-62.1 Purpose.

The Township of West Orange has established a Senior Citizens Advisory Board ("Board") to serve as a volunteer advisory committee to the Mayor and Town Council with regard to issues affecting the safety, welfare, health, finances, transportation, social interaction, housing, and quality of life for senior citizens and their caregivers.

2-62.2 Membership.

The Board shall comprise the following fifteen (15) members, each of whom shall be a bona fide resident of the Township of West Orange or shall work in the Township of West Orange, and each of whom shall be appointed by the Mayor, except as otherwise specified in this Ordinance:

- a. A representative of the Degnan House;
- b. A representative of the Renna House;
- c. A representative of the Township Council, elected annually by the Township Council;
- d. A representative of the Township Health & Welfare Department;
- e. A representative of the Jewish Federation Plaza facility on Northfield Avenue;
- f. A representative of the Daughters of Israel facility on Pleasant Valley Way;
- g. A representative of the Township's Police, Fire and Emergency Services functions;
- h. Three appointments, including one of a clergy person of a house of worship located in the Township; and
- k. A representative appointed by each Town Council member whose term expires with the term of the council person who appointed them.

2-62.3 Term and Attendance.

All members of the Board are expected to attend each meeting whenever possible. In addition, members:

- a. Shall serve for a term of three (3) years, unless otherwise specified in this ordinance.
- b. Shall serve until a successor is appointed, and any vacancy shall be filled for the remainder of the unexpired term only.
- c. Shall be commissioned, and shall resign, by the submission of a letter to the Township Clerk's office. All vacancies shall be filled as quickly as possible.;
- d. May be recommended for removal from the Board if they miss three (3) consecutive regularly scheduled meetings or attend less than two-thirds (2/3) of the yearly meetings.
 - (1) When such attendance failure arises, the Board Chairman shall send a written explanation and request for removal and replacement of the boardBoard member ("removal notice") to Council members, the Mayor, the head of the facility or nominating board, if appropriate, the Municipal Clerk, and all boardBoard members, and the head of the facility or nominating entity, if appropriate.
 - (2) The affected Board member shall have ten (10) days from receipt of the Board Chairman's removal notice to request in a written communication to the Board Chairman, Board members, Town Council members, Mayor, Town Attorney, Municipal Clerk, and the head of the facility or nominating entity, if appropriate, a hearing at the next regularly scheduled Board meeting to show cause why he or she should not be removed.
 - (3) The hearing shall be followed by a majority vote of Board members, including the affected Board member, on whether to rescind the removal notice. A majority vote or tie vote rescinds the removal notice. A majority vote to confirm the removal notice results in the immediate removal of the affected Board member.
 - (4) The Board Chairman shall make a written communication of the Board's vote to Board members, Town Council members, Mayor, Town Attorney, Municipal Clerk, and the head of the facility or nominating entity, if appropriate.

22-62.4 Organizational Structure.

- a. The Board may adopt bylaws to govern its general operation provided that the bylaws, and any subsequent amendments, are approved in advance by resolution of the Township Council.
- b. The Board shall elect by majority (plurality, if a majority is not achieved) vote a Chairman and Vice Chairman to serve one-year terms at its inaugural meeting, to serve for the balance of the calendar year. The Chairman and Vice Chairman will be elected for subsequent calendar years at at the final meeting of the year or the first meeting of the next year, to serve that next calendar year. Chairman and Vice Chairman positions shall be held by the same person for only two consecutive full terms. Once two full consecutives terms are served at a particular position, that person must wait on calendar year before he or she is eligible for election to the same office.
- b. The Board shall meet at least six times per year, at least three times in the first six months of the calendar year and at least three times in the second six months of the calendar year.
- c. Meetings will take place in a Township facility.
- d. Minutes of each meeting of the Board shall be taken to serve as a public record. Approved minutes shall be sent to the Municipal Clerk, Mayor and Town Council.

2-62.5 Assistance.

The Board shall have the ability to request and to obtain assistance from the Township to fulfill its functions, as follows:

- a. Submit a written request to the Mayor and Township Council for consideration of a budget appropriation as part of the Township annual budget process;
- b. Obtain access to the Township website, social media and other electronic-communication methods such as e-mail or text, to post relevant information, either directly or through designated Township employees or contractors;
- c. Obtain access to any Township grant-writing services;
- d. Request assistance and advice from time to time from the Township, as reviewed and directed by the Mayor or his/her designated representative;

2-62.6 Functions.

The functions of the Board shall be as follows:

- a. Investigation and analysis of issues affecting the safety, welfare and quality of life of senior citizens in the Township;
- b. Recommendations to the Mayor and Town Council regarding initiatives and policies designated to enhance the safety, welfare and quality of life of senior citizens in the Township;
- c. Participation, when authorized by the Mayor, in appropriate regional activities potentially relating to the safety, welfare and quality of life of senior citizens in the Township;

- d. Dissemination of relevant information to, and promotion of discussions among, Township senior citizens and their caregivers through communication methods and meetings; and
- e. Development of annual report and a presentation to inform the Mayor, Township Council and the general public of the Board's activities, progress, and, if any, expenditures. The report shall be submitted to the Mayor and Township Council no later than March 31 of the calendar year following the Board's activities, and the meeting to inform the Mayor, Township Council and the general public shall take place at a Town Council meeting no later than May 31 of the following year.

BE IT FURTHER ORDAINED, that the remainder of Chapter 2 shall remain unchanged.

BE IT FURTHER ORDAINED, that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged by the courts to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudicated, and the remainder of the Ordinance shall be deemed valid and effective.

BE IT FURTHER ORDAINED, that any ordinances or parts thereof in conflict with the provisions of this Ordinance are repealed to the extent of such conflict.

BE IT FURTHER ORDAINED, that this Ordinance shall take effect upon passage and publication in accordance with law.

Karen J. Carnevale,

Municipal Clerk

Victor Cirilo

Council President

Robert D. Parisi, Mayor

Introduced: _____

Adopted: _____

Legislative History

The Township of West Orange has long provided significant attention and services to its senior citizens, in recognition of their importance to the community. This legislation is designed to create a board for the purpose of further contributing to this effort by focusing on issues affecting senior citizens and their caregivers, as well as advising the Mayor and Township Council.

As the U.S. population ages, attention and services to our senior citizens are growing in importance to our society. A key element of this trend is the emergence of the approach known as "Aging In Place," which seeks to strengthen our society and improve the quality of life and independence of senior citizens with services, living arrangements and social lives that leverage and benefit the communities where they live.