

**AN ORDINANCE CREATING CHAPTER 2, SECTION 62 OF THE REVISED
GENERAL ORDINANCES OF THE TOWNSHIP OF WEST ORANGE, ENTITLED
“OLDER ADULTS 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 OLDER ADULTS ADVISORY BOARD.

2-62.1 Purpose.

The Township of West Orange has established an Older Adults Advisory Board (“Board”) to serve as a volunteer advisory committee to the Mayor and Township Council with regard to issues affecting the safety, welfare, health, finances, transportation, social interaction, housing, and quality of life for Older Adults and their caregivers. The Board shall provide information on any issues of importance to older adults in the Township. It shall also serve as an information source with regard to Older Adults and aging topics.

2-62.2 Mission.

The Township strives to identify a continuum of services for persons 55 years young and older to enhance their quality of life and act in an advisory capacity concerning matters related to their physical, emotional and economic wellbeing. The Township endeavors to encourage Older Adults to participate in all aspects of community life to the best of their abilities, recognizing cultural diversity, being responsive and respectful, and promoting dignity and well-being for not only Older Adults but all individuals in support of the Township as an Age-Friendly Community.

2-62.3 Membership.

The Board shall consist of nine (9) members, each of whom shall be a bona fide resident of the Township of West Orange, and each of whom shall be appointed as follows:

- a. Four (4) members appointed by the Mayor; and
- b. One (1) member appointed by each Township Councilperson for a total of five (5).

2-62.4 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 one (1) year and may be reappointed.

- 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.

2-62.5 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 Mayor shall appoint a Chairperson and Vice Chairperson.
- c. The Board shall meet at least six times per year.
- d. Meetings will take place in a Township facility.
- e. 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 Township Council.

2-62.6 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. recommend to the Township improvements to the 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. Recommend to the Township grants which the Township may seek;
- d. Request assistance and advice from time to time from the Township, as reviewed and directed by the Mayor or his/her designated representative;

2-62.7 Functions.

The functions of the Board shall be as follows:

- a. Liaison with all Older Adults and all existing Older Adult groups and analysis of issues affecting the safety, health, welfare and quality of life of Older Adults in the Township and identify any barriers to programs and service access;

- b. Recommendations to the Mayor and Township Council regarding initiatives and policies designated to enhance the safety, welfare and quality of life of Older Adults in the Township;
- c. Participation, when authorized by the Mayor, in appropriate regional activities relating to the safety, welfare and quality of life of Older Adults in the Township;
- d. Dissemination of relevant information to, and promotion of discussions among, Township Older Adults and their caregivers through communication methods and meetings; and
- e. Development of annual report and 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 advise the general public as to upcoming events and issues during the new year.

REPEAL OF CONFLICTING ORDINANCES

Any Ordinances of the Township which are in conflict with this Ordinance are hereby repealed to the extent of such conflict.

SEVERABILITY

If any part of this Ordinance shall be deemed invalid, such parts shall be severed and the invalidity thereof shall not affect the remaining parts of this Ordinance.

EFFECTIVE DATE

This Ordinance shall take effect upon final passage and publication in accordance with the law.

Tammy Williams
Council President

Karen J. Carnevale, R.M.C.
Municipal Clerk

Susan McCartney
Mayor

Introduced: January 10, 2023

Adopted: January 24, 2023

Approved as to form on the basis of the facts provided:

Legislative History

The Township of West Orange has long provided significant attention and services to its Older Adults, 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 Older Adults and their caregivers, as well as advising the Mayor and Township Council.

As the U.S. population ages, attention and services to our Older Adults 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 Older Adults with services, living arrangements and social lives that leverage and benefit the communities where they live.