

TOWNSHIP COMMITTEE MEETING  
April 7, 2014

The Township Committee Meeting of the Township of Cranbury was held at 6:30 p.m. in the Town Hall Meeting Room. Answering present to the roll call were Township Committee members: David Cook, Glenn Johnson, Dan Mulligan, Jay Taylor and Mayor Susan Goetz. Also present were Rachel Doobrajh, Esq., Township Attorney; Denise Marabello, Township Administrator/Director of Finance; and Kathleen R. Cunningham, Municipal Clerk/ Assistant Administrator. Mayor Goetz led in the salute to the flag, and Ms. Cunningham gave the following Open Public Meetings Act statement:

In accordance with Section 5 of the Open Public Meetings Act, it is hereby announced and shall be entered into the minutes of this meeting that adequate notice of this meeting has been provided:

- (1) Posted on December 4, 2013 on the Bulletin Board of the Municipal Office at 23-A North Main Street, Cranbury, New Jersey and remains posted at that location.
- (2) Communicated to the Cranbury Press, Home News Tribune and Trenton Times on December 4, 2013.
- (3) Filed on December 4, 2013 at the Cranbury Municipal Office, 23-A North Main Street, Cranbury, New Jersey, posted on the Township's web site and remains on file for public inspection.
- (4) Sent to those individuals who have requested personal notice.
- (5) Notice of the meeting time change was communicated to the Cranbury Press, Home New Tribune and Trenton Time, posted on the Bulletin Board and posted on the Township's web site on March 31, 2014.

Resolution

At 6:35 p.m. Mayor Goetz requested a motion to go into Closed Session. On a motion by Mr. Johnson, seconded by Mr. Cook and unanimously carried, the following Resolution was adopted by vote:

Ayes:	(Cook	Abstain: (None
	(Mulligan	Absent: (None
	(Johnson	
	(Taylor	
	(Goetz	
Nays	(None	

Cranbury Township Resolution # R 04-14-047

TOWNSHIP OF CRANBURY  
COUNTY OF MIDDLESEX

RESOLUTION TO CLOSE MEETING TO THE PUBLIC

BE IT RESOLVED, by the Township Committee of the Township of Cranbury, Middlesex County, New Jersey as follows:

The general nature of the subject to be discussed in this session is as follows:

----- N.J.S.A. 10:4-12(b) (7) Discussion of Litigation.

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Cranbury Township Resolution # R 04-14-047  
(Continued)

It is unknown at this time precisely when the matters discussed in this session will be disclosed to the public. Matters involving contract negotiations or the acquisition of land will be disclosed upon conclusion of the negotiations or upon approval of the acquisition. Matters involving personnel will be disclosed when the need for confidentiality no longer exists. Matters concerning litigation will be announced upon the conclusion of trial or settlement of that litigation or when the need for confidentiality no longer exists.

On a motion by Mr. Taylor, seconded by Mr. Johnson, and unanimously carried, the meeting returned to Open Session at 7:00 p.m.

Regular Township Committee Minutes of March 24, 2014

On motion by Mr. Johnson, seconded by Mr. Mulligan and unanimously carried (with Mr. Taylor abstaining due to absence), the Regular Township Committee Minutes of March 24, 2014 were adopted.

Reports and Communications

--Mayor

Mayor Goetz gave a status report on the "Downtown Beautification" Project. She reported the bump outs will be completed shortly and then sidewalk construction will begin. She reported the Police are very involved with the engineers and do have a pedestrian walking plan, especially for students. Mayor Goetz reported once the intersections are done, the streets will be repaired and stated barriers will be up until the street is repaired. The street will be paved at one time, not piece by piece.

Mayor Goetz announced she and Chief Rickey Varga will be holding their second "Breakfast at Teddy's" on April 26<sup>th</sup> from 7:00 to 9:00 a.m. She clarified this is not a meeting, and residents are welcome to stop in any time, have a cup of coffee or tea, and ask the Mayor or Chief questions or provide feedback. She stated at the last breakfast, there was a steady stream of residents asking questions about projects. Mayor Goetz invited the public to come to the breakfast.

--Township Committee

Mr. Johnson reported he attended a Business and Professional Association Meeting. He reported he and Mr. Mulligan met with the Township Engineer to discuss grants. He stated he attended a Governor's Town Meeting in Sayreville.

Mr. Johnson stated he wanted to bring the Township Committee up to date on mobile ICU units. He stated the topic was brought up at the second Budget Meeting, and he presented the information he researched to the Township Committee. He stated Capital Health is taking Lifecom off on May 1<sup>st</sup> and Mr. Johnson explained the process of responding to a 9-1-1 call. He stated Cranbury has a shared services agreement with Hightstown for dispatching, which would contact Lifecom (owned by Capital Health). Depending on the emergency, a mobile ICU may be dispatched. Lifecom would dispatch the closest unit, from either Capital Health or Robert Wood Johnson. After May 1<sup>st</sup>, Hightstown will now have to call Capital Health or Robert Wood Johnson to determine the closest ambulance. Capital Health has a mobile ICU at the East Windsor Rescue Squad building on One Mile Road. However, Mr. Johnson stated Capital Health has scaled back their services from East Windsor, which is the closest location to Cranbury. He stated Robert Wood Johnson covers Cranbury from their satellite locations in South Brunswick and Monroe. Mr. Johnson stated the charge for an ambulance can be \$3,000 to \$5,000. There was discussion about receiving services from Princeton Medical Center; however, Mr. Johnson reported Princeton is not accredited to provide these services. There was additional discussion about response time, and Mr. Johnson stated there is no way to guarantee a better response time for Cranbury. He stated he called Robert Wood Johnson and Capital Health and is waiting for responses and will update the Township Committee as more information is available.

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Reports and Communications (Continued)

--Township Committee

Mr. Taylor reported he received a bill from when he needed an ambulance. He reported he called the service and was advised the bill was paid by the insurance company. Ms. Goetz explained to the public that Cranbury Township funds the First Aid Squad, and residents are not billed for services. If a resident is charged, the number on the bill should be called. The billing company is not sure if Cranbury mailing addresses are actually located in Cranbury Township.

Mr. Taylor reported he attended a Recreation Meeting to discuss residents using the baseball fields. He reported the times when Cranbury Plainsboro Little League uses the fields have been tightened up and some field time is now available for residents. The open field times are posted on the Recreation page of the Township's website.

Mr. Mulligan reported he was contacted by a Cranbury Neck resident concerning speeding. Mr. Mulligan stated there is a problem with speeding throughout the Township. He reported the Police actively worked Cranbury Neck Road for about two (2) weeks and issued 13 summonses and multiple warnings. Mr. Mulligan stated the Chief assured him they will continue to address speeding in all areas of Town.

Concerning the construction of new sidewalks on Old Trenton Road, Mr. Mulligan stated they will be meeting with residents in the near future to advise them sidewalks will be installed. Once the plans are complete, there will be a final review by the Township Committee and hopefully sidewalks will be done in early summer.

Mr. Cook reported the Brainerd Lake Bridge and Dam Project is currently on hold due to the discovery of 50 cubic yard cavity under the spillway which needs to be filled. Approvals on the Change Order are needed from the County before work can resume. Even though a few days have been lost, Mr. Cook stated the Project is fairly ahead of schedule and it is possible the project will still finish on time.

Mr. Taylor stated people have been walking on the downstream side and climbing on the concrete slope. He stated it is dangerous because of the pilings. Mr. Cook stated some plastic fencing can be installed to discourage that.

Agenda Additions/Changes

Ms. Cunningham reported there were no Agenda additions or changes.

Public Comment for Agenda Items

Mayor Goetz opened the meeting to public questions and comments for items on the Agenda.

Ms. Bonnie Larson, Cranbury Neck Road, inquired about the Resolution on the Fischer Farm. She asked if the entire lot would be used for farming. Ms. Marabello stated the 52+ acre lot would be used for farming. Ms. Larson stated the Shade Tree Commission was hoping to put the next round of Turnpike trees on part of that site. Mayor Goetz explained the Township is not sure it is getting another round of trees and stated the Township was told trees could not be planted on the Fischer or Frosztega lots. Ms. Larson stated Cranbury left \$1 million on the table; however, Ms. Marabello explained there was only supposed to be three (3) rounds of trees. Ms. Marabello stated it was her understanding there will not be another round of trees and that money is no longer there for our use. Since it is uncertain there will be another round, Mayor Goetz stated the Township would proceed with the Farm Agreements. Mr. Cook stated the use of the Fischer Farm has always been contentious, and he would prefer the Farm be used for agricultural use. Ms. Larson stated the Shade Tree wanted only two (2) acres for trees. Mr. Mulligan stated the property cannot be split for various uses and should just be used for farming. Mayor Goetz stated the Environmental Commission would like a walking path around the edge of the Fischer Property to provide access to the Hagerty Trees on Old Trenton Road. Mr. Cook suggested the Reinhardt

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Public Comment for Agenda Items (Continued)

Property as a possible location for future trees. There being no additional comments, the Mayor closed the public portion of the meeting.

Public Hearing on the Proposed 2014 Municipal Budget

Mayor Goetz officially opened the Public Hearing on the 2014 Municipal Budget.

Ms. Denise Marabello, Township Administrator and Director of Finance, gave a PowerPoint presentation on the 2014 Municipal Budget, attached as Addendum A. She stated this is her 11<sup>th</sup> year presenting the Budget and stated she and the Township Committee worked very hard on this year's Budget. Ms. Marabello stated there were challenges facing the Township: a future declining role of surplus replenishment; increasing debt payment costs; major capital projects necessary this year (sewer improvements, Brainerd Lake Dam and police vehicles); increasing costs (affordable housing, contractual obligations and debt payments).

Ms. Marabello explained the budget process was driven by four objectives: to keep controllable operating expenses manageable; to control surplus spending; to monitor assessed value; and to maintain the level of service that makes Cranbury a place people want to live.

She reported, even with all the challenges the Township faced, there was many accomplishments in 2013, including: being awarded the Third Round of Tree Grant for \$90,000; hiring a new Police Officer; being awarded the Phase II Downtown Beautification Grant for \$225,000; planning of Safe Routes to School Project; beginning the Brainerd Lake Dam Project; maintaining AAA Bond Rating, completing the Community Forestry Management Plan, purchasing the Kurek Farmland Easement; and purchasing a Fire Brush Truck.

Ms. Marabello reported after many hours of discussion, thorough analysis of appropriations, revenue and surplus trends, the budget being proposed includes a \$.03 cent tax increase.

At the conclusion of the presentation, Mayor Goetz stated it is painful for the Township Committee to raise taxes and the Committee did try to find ways to avoid raising taxes. Mayor Goetz stated in order to maintain the level of services residents expect and deserve in Town, it was necessary to raise taxes. She stated the Committee is comforted Cranbury's taxes are still lower than surrounding communities. Mayor Goetz assured the public that the Township Committee did work very hard to keep the taxes as low as possible. Mayor Goetz asked if there were any comments from the Committee before she opened the Public Hearing.

Mr. Cook stated the budget process not only includes the current year, but also involves looking to the future to see what will be impacted in the next three (3) to five (5) years. Mr. Cook stated within the next few years, the surplus drain will flat line. He stated if everything stays the same (current real estate market, current level of existing ratables), the Township will not have to draw from the Surplus.

Mr. Mulligan stated he believes the Budget is the most important of the Township Committee's duties. He stated many items were discussed on what makes Cranbury the Town it is. He stated the Committee did not want to reduce the police force, recreation, and drug and alcohol programs, which are all important to the community. He stated he is proud the Committee has made long-term decisions for the Town, and not make one-year political decisions. Mr. Mulligan stated State Aid is a joke for Cranbury, and Ms. Marabello confirmed Cranbury receives no State Aid.

Mr. Taylor agreed with Mr. Mulligan and Mr. Cook, and stated Cranbury's housing is its greatest investment and it is important to keep its value. Mr. Taylor commented on sustainability and stated the budget is really about long-term planning. He stated the Committee looked hard at the budget, keeping in mind ratables are affected since new construction in the Township is a few years away. He assured the public the Committee will be diligent to look at spending and costs.

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Public Hearing on the Proposed 2014 Municipal Budget (Continued)

Mr. Johnson stated the only way the Township can avoid declining revenues is to encourage development. He stated several large projects have been approved in the past; however, the projects have not broken ground yet. Mr. Johnson stated Cranbury's Tax Assessor advised it takes a few years from the time of project approval to when the Township actually realizes benefits. He stated Mr. Mulligan alluded to consolidation pressure from Trenton, and Mr. Johnson confirmed there is a trend of thought that municipalities of a population of less 10,000 are not sustainable, and those townships should consolidate with a neighboring community. Mr. Johnson stated when looking at the slide of neighboring communities, it seems they are not sustainable as Cranbury is doing better than the others.

The Mayor then opened the meeting to public questions and comment on the Municipal Budget. Mr. Richard Kallan, Wynnewood Drive, commented on the slide concerning assessments of neighboring townships. There was discussion about tax rates, tax assessments and the value of a home in various townships. On a separate topic, Mr. Kallan asked if the Township has looked in to obtaining utility services for its residents by bulk purchase at reduced rates. Mr. Kallan stated he would try to find additional information, and Mr. Cook stated the Township could follow up with its PSE&G representative. There were no additional comments and Mayor Goetz closed the Public Hearing on the Municipal Budget.

Resolution

On motion by Mr. Cook, seconded by Mr. Taylor, the following Resolution was passed by vote:

Ayes:	(Cook	Abstain:	(None
	(Johnson	Absent:	(None
	(Mulligan		
	(Taylor		
	(Goetz		

Nays: (None

**CRANBURY TOWNSHIP RESOLUTION R 02-14-035  
2014 MUNICIPAL BUDGET**

of the Township of Cranbury, County of Middlesex for the Fiscal Year 2014.

Revenue and Appropriation Summaries

Summary of Revenues	Anticipated	
	2014	2013
1. Surplus	\$1,344,050.00	\$1,359,922.00
2. Total Miscellaneous Revenues	\$2,600,576.52	\$3,869,229.34
3. Receipts from Delinquent Taxes	\$168,457.00	\$151,060.00
4. a) Local Tax for Municipal Purposes	\$6,225,387.90	\$5,841,530.15
b) Addition to Local District School Tax		
c) Minimum Library Tax	\$522,192.00	\$495,245.00
Tot Amount to be Raised by Taxes		
for Mun Budget \$6,747,579.90	\$6,336,775.15	
Total General Revenues	\$10,860,663.42	\$11,716,986.49

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Cranbury Township Resolution # R 02-14-035  
(Continued)

<u>Summary of Appropriations</u>	<u>2014 Budget</u>	<u>Final 2013 Budget</u>
1. Operating Expenses: S&W	\$3,089,859.22	\$3,032,293.22
Other Expenses	\$5,249,886.94	\$5,924,358.45
2. Deferred Charges & Other Appropriations	\$25,000.00	\$25,000.00
3. Capital Improvements	\$20,000.00	\$20,000.00
4. Debt Service (include for School Purposes)	\$2,294,863.26	\$2,520,010.82
5. Reserve for Uncollected Taxes	\$181,054.00	\$195,324.00
 Total General Appropriations	 \$10,860,663.42	 \$11,716,986.49
 Total Number of Employees	 70	 70

Balance of Outstanding Debt

Interest Payments in 2014	\$659,667.35
Principal Payments in 2014	\$2,210,723.91
Outstanding Balance (12/31/13)	\$17,318,496.00

Notice is hereby given that the budget and tax resolution was approved by the Township Committee of the Township of Cranbury, County of Middlesex on February 24, 2014.

A hearing on the budget and tax resolution will be held in the Committee Meeting Room, Town Hall, 23A North Main St, on April 7, 2014 at 7:00 o'clock PM at which time and place objections to the Budget and Tax Resolution for the year 2014 may be presented by taxpayers or other interested persons.

Copies of the budget are available in the office of the Township Clerk at the Municipal Building, 23A North Main Street, Cranbury, NJ, (609) 395-0900 ext. 234 during the hours of 8:00 AM to 4:00 PM, Monday through Friday.

Resolutions  
Consent Agenda

Mayor Goetz asked the Township Committee if there were any questions or comments on the Consent Agenda, or if any Resolutions should be addressed separately. On the two (2) Farm Resolutions, Mr. Taylor inquired what would happen if the income exceeded \$36,000. Ms. Marabello stated the income does not exceed \$36,000 (the bid threshold amount), but if it did, the Township would have to put it out to bid. A motion was made by Mr. Mulligan, seconded by Mr. Taylor and unanimously carried, the following Resolutions were passed by vote:

Ayes:	(Cook Johnson Mulligan Taylor Goetz	Abstain: (None Absent: (None
Nays:	(None	

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Cranbury Township Resolution # R 04-14-048

NOW, THEREFORE, BE IT RESOLVED, by the Township of Cranbury that all bills and claims as audited and found to be correct be paid.

Cranbury Township Resolution # R 04-14-049

RESOLUTION AWARDING FARM SERVICES AGREEMENT  
FOR THE FISCHER AGRICULTURAL LOT

WHEREAS, the Township of Cranbury in the County of Middlesex, State of New Jersey accepted the dedication of a  $\pm 0.7231$ -acre parcel designated as Block 19, Lot 11 on the Cranbury Township Tax Map, and a  $\pm 52.88$  acre-parcel designated as Block 19, Lot 12 and known as the "Fischer Farm" ("the Property"); and

WHEREAS, the Township seeks to procure services that will enable the Township to maintain the farmed portions of this property as productive agricultural land; and

WHEREAS, Michael Protinick of Protinick Farms has farmed the property in the past and the Township seeks to retain his farming services; and

WHEREAS, the Township seeks to compensate Mr. Protinick for his services in kind by allowing him to retain any profit realized from the sale of his crops, the value of which will not exceed \$36,000.00 per year; and

WHEREAS, because this contract amount does not exceed the bid threshold, this contract award is exempt from public bidding pursuant to N.J.S.A. 40A:11-3a. and 40A:11-6.1a; and

WHEREAS, the Township has not solicited other quotes for the provision of these services because it was not practicable to do so;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Cranbury, in the County of Middlesex, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute an agreement with Michael Protinick of Protinick Farms for the provision of farming services to the Township at Block 19, Lot 11 and Block 19, Lot 12 on the Township's Tax Map (known as the Fischer Farm), the form and substance of which shall have previously been approved by the Township Attorney.
2. The contract term shall terminate on April 7, 2019.
3. Mr. Protinick shall be paid for services in kind by allowing him to retain any profit realized from the sale of his crops, the value of which will not exceed \$36,000.00 per year.
4. The Township Administrator, Clerk, Attorney and other appropriate staff and officials are hereby authorized and directed to undertake any and all other acts as may be proper and necessary to effectuate the terms of this Resolution.

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Cranbury Township Resolution # R 04-14-050

RESOLUTION AWARDING FARM SERVICES AGREEMENT  
FOR THE FROSZTEGA AGRICULTURAL LOT

WHEREAS, the Township of Cranbury in the County of Middlesex, State of New Jersey accepted the dedication of a  $\pm$  31.25-acre parcel designated as Block 25, Lot 60.01 on the Cranbury Township Tax Map and known as the "Frosztega Farm" ("the Property"); and

WHEREAS, the Township seeks to procure services that will enable the Township to maintain the farmed portions of this property as productive agricultural land; and

WHEREAS, Michael Protinick of Protinick Farms has farmed the property in the past and the Township seeks to retain his farming services; and

WHEREAS, the Township seeks to compensate Mr. Protinick for his services in kind by allowing him to retain any profit realized from the sale of his crops, the value of which will not exceed \$36,000.00 per year; and

WHEREAS, because this contract amount does not exceed the bid threshold, this contract award is exempt from public bidding pursuant to N.J.S.A. 40A:11-3a. and 40A:11-6.1a; and

WHEREAS, the Township has not solicited other quotes for the provision of these services because it was not practicable to do so;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Cranbury, in the County of Middlesex, as follows:

5. The Mayor and Clerk are hereby authorized and directed to execute an agreement with Michael Protinick of Protinick Farms for the provision of farming services to the Township at Block 25, Lot 60.01 on the Cranbury Township Tax Map and known as the "Frosztega Farm" the form and substance of which shall have previously been approved by the Township Attorney.
6. The contract term shall terminate on April 7, 2019.
7. Mr. Protinick shall be paid for services in kind by allowing him to retain any profit realized from the sale of his crops, the value of which will not exceed \$36,000.00 per year.
8. The Township Administrator, Clerk, Attorney and other appropriate staff and officials are hereby authorized and directed to undertake any and all other acts as may be proper and necessary to effectuate the terms of this Resolution.

Cranbury Township Resolution # R 04-14-051

WHEREAS, a Tax Sale was held in the Township of Cranbury on October 24, 2013; and,

WHEREAS, Stuart Lasher, paid \$500.00 as a premium to obtain Tax Sale Certificate #13-00004 on Block 33 Lot 7 and,



TOWNSHIP COMMITTEE MEETING  
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Cranbury Township Resolution # R 04-14-051  
(Continued)

WHEREAS, the Tax Sale certificates have been redeemed, the holder is entitled to a refund of the premium paid to obtain said certificate,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Cranbury, that a refund in the amount of \$500.00 be paid to Stuart Lasher.

Cranbury Township Resolution # R 04-14-052

WHEREAS, a Tax Sale was held in the Township of Cranbury on October 24, 2013; and,

WHEREAS, DSHC., paid \$700.00 as a premium to obtain Tax Sale Certificate #13-00006 on Block 35 Lot 11 and,.

WHEREAS, the Tax Sale certificates have been redeemed, the holder is entitled to a refund of the premium paid to obtain said certificate,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Cranbury, that a refund in the amount of \$700.00 be paid to DSHC Enterprises.

Reports from Township Boards and Commissions

Mr. Michael Kervan, Chief of Cranbury Volunteer Fire Company provided the March report as follows: 40 incidents with 341.5 volunteer hours. He reported there were a number of mutual aid calls and stated the mutual aid agreement has been working very well. Chief Kervan reported on Sunday the Fire Company participated in a mutual aid drill in Jamesburg, which will be reported in next month's report. He explained the Township has areas that do not have hydrants and areas that have long stretches between hydrants so this drill focused on using tankers, drop tanks and over a mile of 5-inch hose to a fire scene. He stated they were flowing over 1,100 gallons/minute (and at one point over 1,400 gallons/minute) sustained over 1-1/2 hours and never lost water once. He reported this is a drill the Fire Company tries to do once a year, and stated last year Cranbury hosted the drill. Chief Kervan reported the Fire Company will be doing its annual hose testing so all the fire equipment will be out in the parking lot and he hoped it would not interfere with the Bridge and Dam Project heavy equipment. Mr. Cook stated he will pass the information along to the Engineer.

Mayor Goetz inquired if the Fire Company has been experience any difficulty getting through Town with the construction going on. Chief Kervan stated there have not been any problems yet. Mayor Goetz stated the bump outs will actually be smaller than the cutouts there now.

Chief Kervan suggested Mr. Johnson reach out directly to the First Aid Squad to see where they stand concerning the mobile ICUs .

Reports from Township Staff and Professionals

-- Administrator's Report

Ms. Marabello stated she had nothing to report.

--Assistant Administrator's Report

Ms. Cunningham reported she recently attended the State Municipal Clerks' Conference in Atlantic City, and stated she attended some very worthwhile classes on ethics, finance and elections. She thanked the Township Committee for giving her the opportunity to attend. Mr. Taylor asked Ms. Cunningham to address Financial Disclosure filing. Ms. Cunningham explained this year there is a new filing procedure for Financial Disclosure Forms. She stated every local government officer is required, by law, to file.

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Reports from Township Staff and Professionals (Continued)

-- Assistant Administrator's Report (cont'd.)

Ms. Cunningham stated one of the classes reviewed the new form and filing process, which is very streamlined, and stated the new deadline of May 15<sup>th</sup> may be extended. Ms. Cunningham stated the Deputy Clerk will obtain passwords for each local government officer and will pass them on to the Board Secretaries for distribution. Ms. Cunningham reported the Local Finance Board will be contacting the individuals who did not file year, and if they still do not hear from them, fines will be issued for the first time ever. Ms. Marabello reported she already filed for the Board of Education; however the Township has not been notified yet that passwords are available.

Work Session

a). Presentation and Discussion with Township Committee on "Liberty Way Project" by Allan Kehrt

Allan Kehrt, Planning Board Chairman, gave a history of the Project. He explained Liberty Way is a road that is on the Township's Master Plan. He stated the road is partially built, and hopefully the road will be an extension of Old Trenton Road across Route 130 and will go through the industrial area. Mr. Kehrt explained Liberty Way was originally envisioned in the Master Plan that as the complex expanded, the traffic within that area would have a way to get out. Mr. Kehrt stated there has been a lot of success in completing the northern portion of the roadway, and the southern portion will be built in conjunction with Alfieri. Mr. Kehrt stated the intersection of Liberty Way and Route 130, as it has been approved by the Planning Board for Alfieri, is approximately 200 feet north of Old Trenton Road, which is not where the Township wants the intersection to be. Mr. Kehrt explained in order to get the alignment just right, an area of wetlands would have to be crossed. He stated some of the wetlands issues could be resolved, Alfieri would build the intersection to align with Old Trenton Road. Mr. Kehrt stated Alfieri has given the Township a five (5) year time period, and a year has gone by since they were approved and nothing has been done. He stated Alfieri is coming back to the Planning Board with a revised site plan. He stated he has spoken with Senator Linda Greenstein and Congressman Rush Holt. He stated he also met with Freeholder H. James Polos who suggested putting together a report outlining the Township's position, which Mr. Kehrt suggested should include a way to fund the Liberty Way Bridge and how to work with the DEP, which may be more difficult.

Mr. Cook stated there is an issue with putting a lot of trucks on Old Trenton Road will not be good in the long run. He stated Liberty Way is so expensive and cost prohibitive. He stated it will be valuable to get support from the other municipalities impacted. Mr. Kehrt discussed the preliminary outline he prepared to submit information to the Middlesex County Freeholders. He stated a lot of the work is already underway; however work needs to be done on the letters of support from other Mayors and Administrators (East Windsor, West Windsor, Monroe and Hightstown). Mr. Cook stated South Brunswick and New Brunswick should also be included because of the future shock of the amount of trucks that will use the roads. Mr. Kehrt did not think those municipalities would benefit, however, Mr. Cook stated they are part of the corridor that will be impacted. Mr. Kehrt stated he is waiting for responses of support from the Bloustein School of Rutgers University and the NJIT Program in Infrastructure Planning. Mr. Kehrt stated he is willing to attend meetings to discuss Liberty Way. He stated applicants are coming before the Planning Board; however, it will be some time before the Township sees the ratables.

Mayor Goetz stated Cranbury has the most to gain from Liberty Way being complete; however, Mr. Cook stated surrounding municipalities would benefit as well to not have the traffic sitting still. Mayor Goetz and Mr. Cook will meet with Mr. Kehrt and report back to the Township Committee. Mr. Kehrt stated he would like to see the Township Committee reach out to the adjacent towns for support. He included samples of letters that can be used and suggested the letters be addressed to H. James Polos, Freeholder of Middlesex County. The Township Committee thanked Mr. Kehrt for his time.

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Public Comment

The Mayor opened the meeting to public questions and comment. There being no comment, the Mayor closed the public portion of the meeting.

Mayor's Notes

Mayor Goetz stated she was appointing Jennifer Cooke as the School Board representative to the Planning Board. She stated her reappointment was missed and she was being reappointed for a four (4) year term of January 1, 2014 to December 31, 2017. If her term expires on the School Board, an adjustment will be made.

Mayor Goetz announced Arbor Day will be on April 25<sup>th</sup> at 2 p.m. The second graders will be planting a tree at Heritage Park.

Mayor Goetz announced a "shout out" to all those who helped return her dog earlier in the day, including Christine Thompson, Michael Kehrt and Jerry Thorne. She stated her dog is an old rescue dog and she is not sure he would have found his way home. She stated Cranbury is a really nice town to live in.

On a motion by Mr. Mulligan, seconded by Mr. Taylor and unanimously carried, the meeting adjourned at 8:45 p.m.

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Kathleen R. Cunningham, RMC  
Municipal Clerk

# TOWNSHIP OF CRANBURY

2014

## MUNICIPAL BUDGET

Presented By: Denise Marabello, CMFO  
Township Administrator/Director of Finance

# CRANBURY TOWNSHIP CHALLENGES

- Future Declining Role of Surplus Replenishment
- Increasing Costs (Affordable Housing Costs, Contractual Obligations, Debt Payment)
- Major Capital Projects (Sewer Improvements, Brainerd Lake Dam, Vehicles)

# DEVELOPMENT OF THE 2014 BUDGET

The process was driven by four objectives:

1. Keep controllable operating expenses manageable
2. Control surplus spending
3. Monitor assessed value
4. Maintain level of service that makes Cranbury a place people want to live

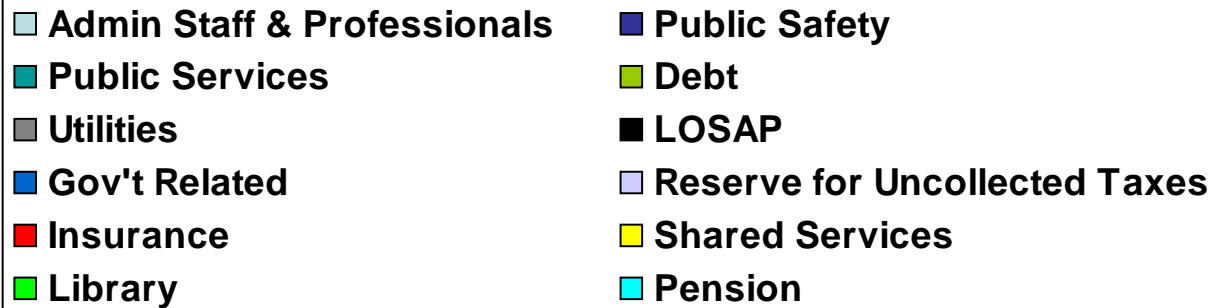
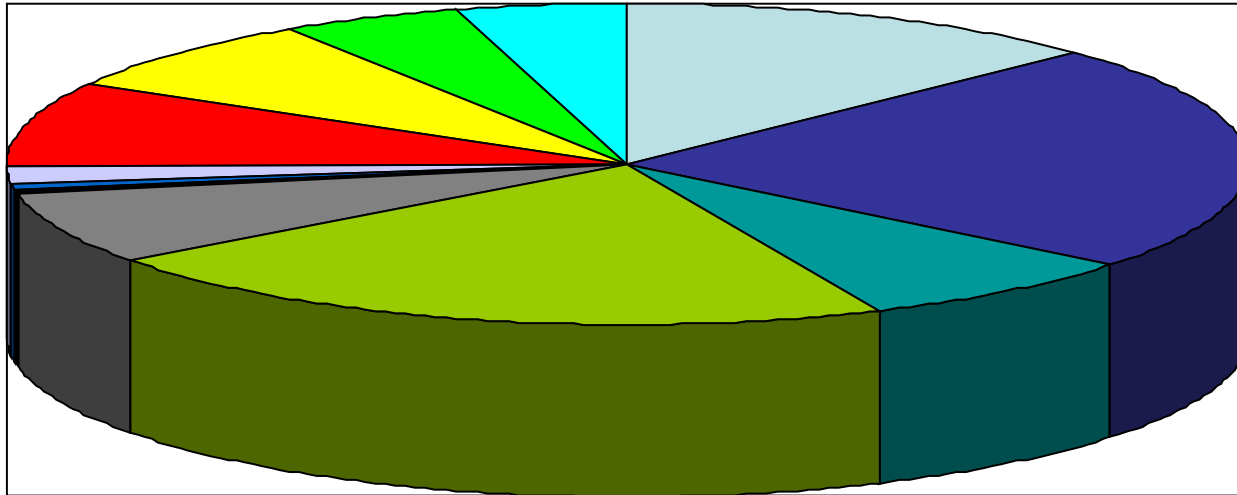
# 2013 ACCOMPLISHMENTS

- Awarded Third Round of Tree Grant for \$90,000
- Hired New Police Officer
- Issued Bond at Low Interest Rate
- Planted Second Round of Tree Grant
- Awarded Phase II Downtown Beautification Grant for \$225,000
- Planning of Safe Routes to School Project
- Brainerd Lake Dam Project Began
- Cranbury Maintains AAA Bond Rating
- Completed Community Forestry Management Plan
- Purchased Kurek Farmland Easement
- Purchased Fire Brush Truck

	<u>2014</u>	<u>2013</u>
Operating Budget	\$8,671,235	\$8,869,448
Debt Service	\$2,294,834	\$2,520,001
<b>Less Open Space Tax</b>	\$306,460	\$308,841
Net Debt Service	\$1,988,374	\$2,211,160
Capital Improvement Fund and Capital Projects	\$20,000	\$20,000
Reserve for Uncollected Taxes	\$181,054	\$195,324
<b>Total</b>	<b>\$10,860,663</b>	<b>\$11,295,932</b>
Non-Surplus Revenues	\$2,769,034	\$3,599,235
Remainder to be Funded	-\$8,091,629	-\$7,696,697
Use of Surplus	\$1,344,050	\$1,359,922
Amount to be Raised by Taxes	-\$6,747,579	-\$6,336,775
Total Assessed Value	\$1,532,299,393	\$1,544,203,591
Tax Rate w/o Use of Surplus	\$0.53	\$0.50
	0.440356	0.410359
Open Space Tax	\$0.020	\$0.020
.530=AMOUNT TO BE RAISED BY TAXES-1(TOTAL ASSESSED VALUE/100)		
.440356-.410359 = .030 TAX INCREASE		
Inside CAP limit @ 3.5% = \$7,476,622.04		
Inside CAP limit @ .5% = \$7,237,825.78		
Inside CAP budget \$6,783,504.70		



# CRANBURY TOWNSHIP MUNICIPAL BUDGET 2014 \$10,860,663



# EMPLOYEES

70 Total Cranbury Township Municipal Employees – 34 Full Time / 36 Part Time

11 Library Employees – Township handles Payroll for the Library's Employees

- Administrative (other than statutory positions) – 5 Full Time / 5 Part Time
- Township Committee – 5 Part Time
- Public Works – 7 Full Time
- Sewer Superintendent – 1 Part Time
- Police – 17 Full Time
  - Includes Police Secretary
- Crossing Guards – 9 Part Time
- Clock Winding – 9 Part Time
  - Paid Once a Year
- Statutory Positions – 2 Full Time / 2 Part Time
  - Tax Collector, Tax Assessor, Clerk/Registrar, CFO
- Fire Official – 2 Part Time
  - Paid for by State Local Enforcement Agency (LEA) Revenue
- Construction – 3 Full Time / 3 Part Time
  - Paid for by Permit Fees not by Tax Dollars

# BUDGET HISTORY

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Assessed Value	\$1,787	\$1,696	\$1,600	\$1,543	\$1,544	\$1,532
Budget*	\$10.6	\$10.3	\$10.3	\$10.3	\$10.3	\$10.8
Amount to be Raised by Tax	\$6.7	\$6.3	\$6.3	\$6.3	\$6.3	\$6.7

Per Million Dollars

\*Less Grants and Note Paydown

# STATE MANDATED EXPENSES

• PERS (Pension)	\$158,189
• PFRS (Pension)	\$315,169
• DCRP (Pension)	\$2,281
• Library	\$522,192
• Planning Board Member Training	\$1,000
• Affordable Housing	\$134,885
Total	\$1,133,716

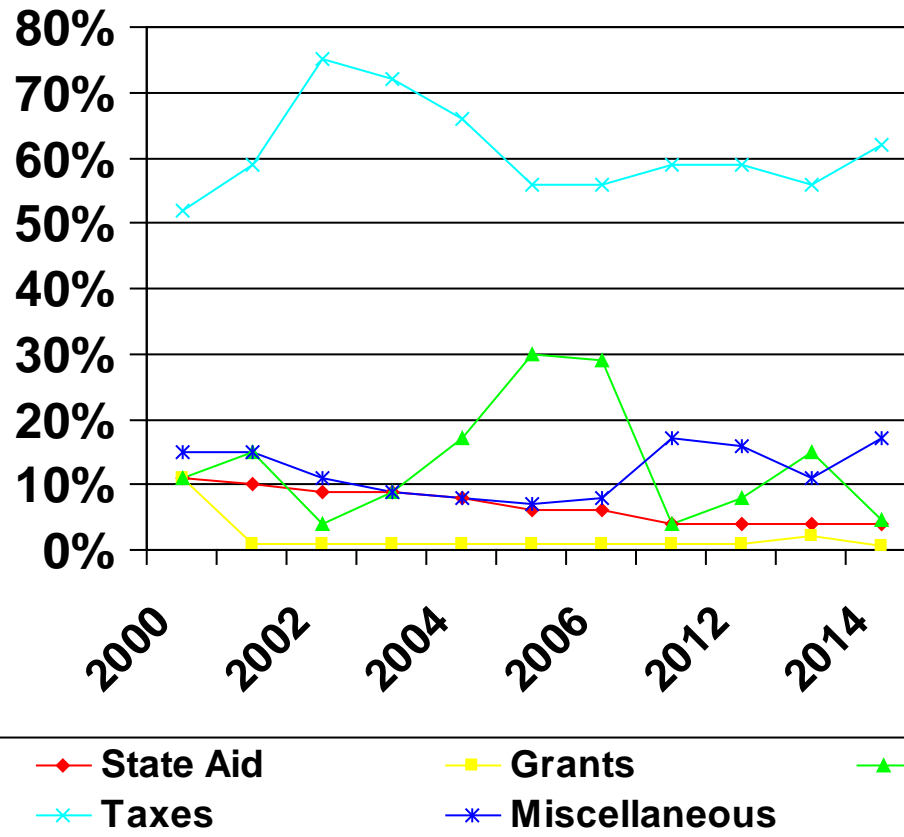
10% of TOTAL OPERATING BUDGET

## 2014 REVENUES

Total Anticipated = \$10,860,663

- Tax Revenue = \$6,747,580 (62%)
- Miscellaneous = \$1,808,957 (17%)
- Special Items = \$487,507 (4.5%)
- Grants = \$5,549 (.5%)
- State Aid = \$467,020 (4%)
- Surplus = \$1,344,050 (12%)

# ANTICIPATED REVENUE TREND



# DETAIL OF SURPLUS

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Available	\$4.6	\$4.9	\$4.0	\$3.4	\$3.0
Used	\$1.1	\$1.7	\$1.3	\$1.3	\$1.3
Replaced	\$1.4	\$.8	\$.7	\$.9	\$ .7 est

Per Million Dollars

**SURPLUS  
ANALYSIS**

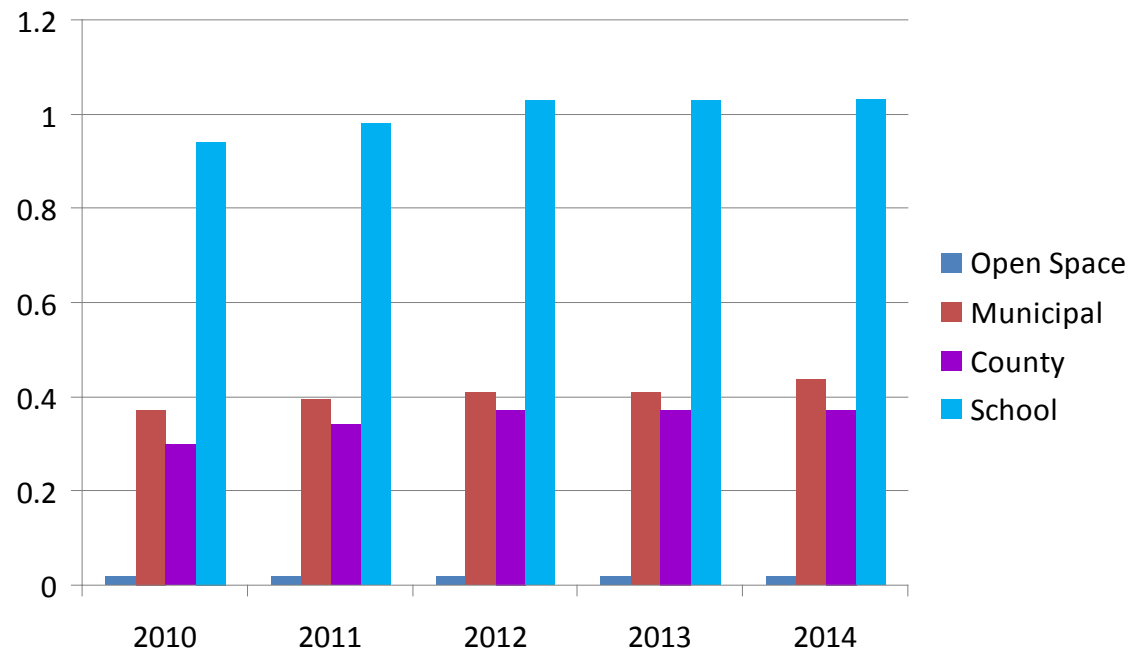
	<b>Balance January 1</b>	<b>Surplus Used in Budget</b>	<b>Surplus Added in Tax Year</b>	<b>Balance December 31</b>	<b>Surplus Replenishment</b>	<b>Municipal Tax Rate</b>	<b>Revenue Per .01 Tax Levy</b>
2003	\$3,933,476.76	\$2,505,970.00	\$2,841,700.75	\$4,269,207.51	113%	0.650	\$48,960
2004	\$4,269,207.51	\$2,600,000.00	\$2,512,804.13	\$4,182,011.64	97%	0.720	\$54,532
2005	\$4,182,011.64	\$2,200,000.00	\$2,700,959.15	\$4,682,970.79	123%	0.770	\$58,819
2006	\$4,682,970.79	\$2,317,000.00	\$1,488,775.69	\$3,854,746.48	64%	0.850	\$61,938
2007	\$3,854,746.48	\$1,227,859.00	\$1,993,788.47	\$4,620,675.95	162%	0.350	\$185,622
2008	\$4,620,970.79	\$1,543,326.00	\$1,855,996.49	\$4,933,346.44	120%	0.375	\$185,094
2009	\$4,933,346.44	\$1,580,350.00	\$1,248,021.16	\$4,601,017.60	79%	0.375	\$178,676
2010	\$4,601,017.60	\$1,146,000.00	\$1,480,690.64	\$4,934,442.54	129%	0.375	\$169,569
2011	\$4,934,442.54	\$1,704,000.00	\$848,096.63	\$4,078,539.71	49%	0.395	\$160,046
2012	\$4,078,539.17	\$1,371,000.00	\$748,008.58	\$3,455,547.75	54%	0.41	\$154,301
2013	\$3,455,547.75	\$1,359,922.00	\$967,964.02	\$3,063,589.77	73%	0.41	\$154,420
2014	\$3,063,589.77	\$1,344,050.00	\$750,000.00	\$3,657,639.77	56%	0.44	\$153,320



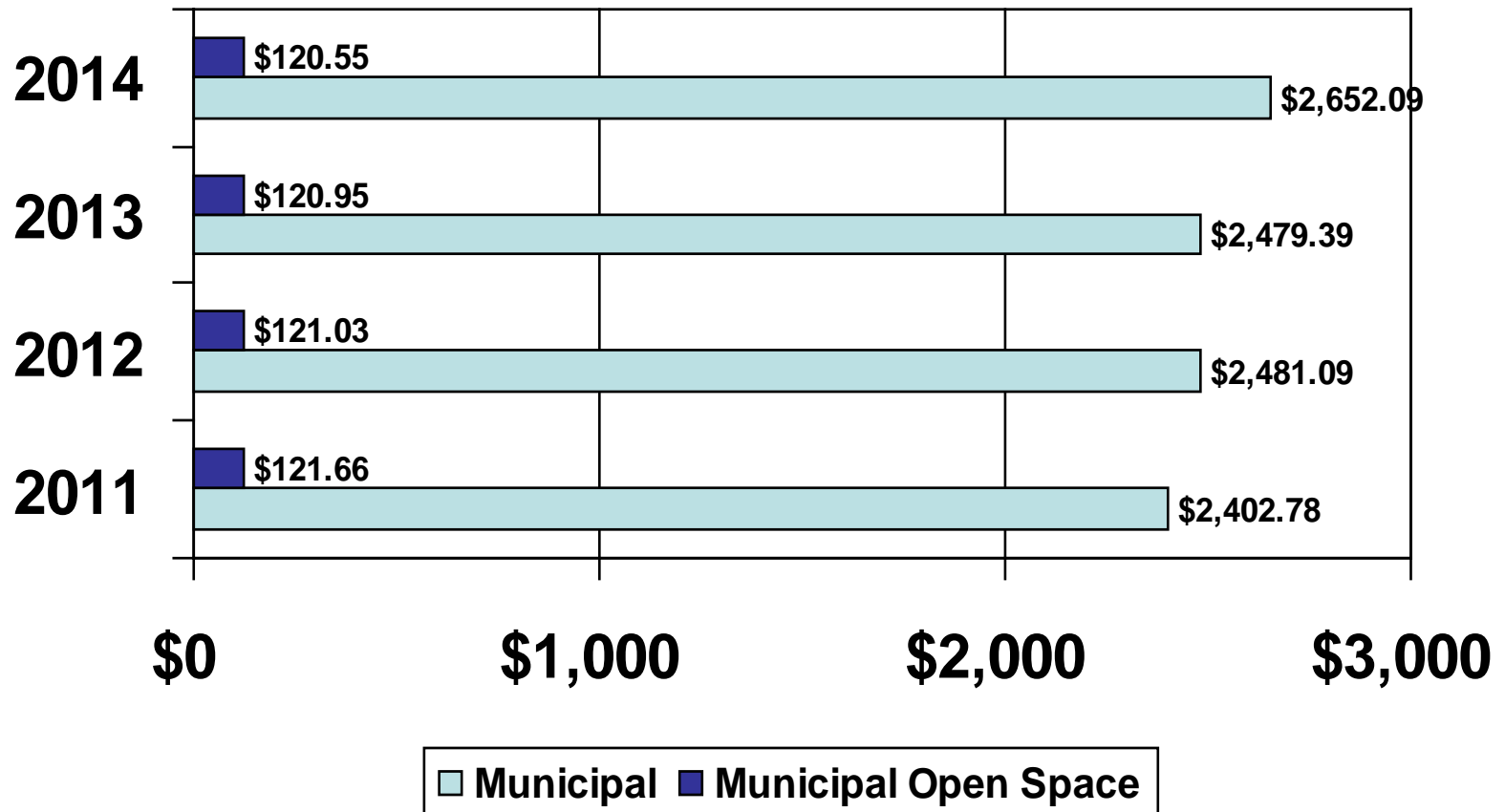
# DETAIL OF TAXES

	2013	2014
Assessed Value	\$1,544,203,591	\$1,532,299,393
Municipal Tax Rate (Includes Library)	.410	.440
Average Household Assessment	\$604,729	\$602,748

# TAX RATE COMPARISON



## AVERAGE ASSESSMENT BY TAX RATE (equals \$602,748 for 2014)



# TAX COMPARISON BY MUNICIPALITY

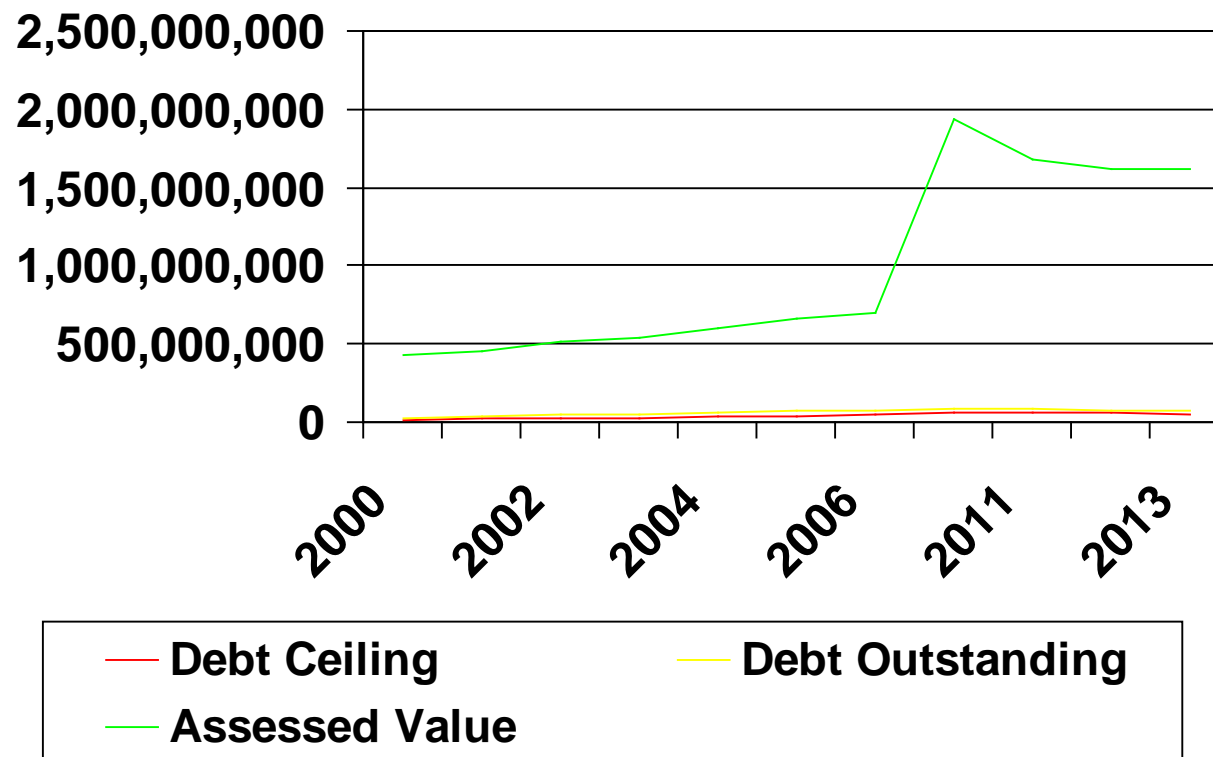
	Cranbury	S Bruns	Monroe	W Windsor	E Windsor	Plainsboro
2013 Total						
Rate	1.892	2.123	2.241	2.444	3.008	2.309
Annual						
Taxes	\$11,441	\$12,838	\$13,552	\$14,780	\$18,190	\$13,963

Using Average Household \$604,729

<u>BOND</u>	<u>ORIGINAL AMOUNT</u>	<u>INTEREST RATE</u>	<u>PRINCIPAL PD TO DATE</u>	<u>INTEREST PD TO DATE</u>	2014 PAYMENT <u>PRINCIPAL</u>	2014 PAYMENT <u>INTEREST</u>	BALANCE <u>O/S 12/31/14</u>
2005 GENERAL	\$6,241,000.00	3.75% - 4.10%	\$3,000,000.00	\$1,568,557.50	\$500,000.00	\$125,640	\$2,741,000.00
2005 SEWER	\$2,018,000.00	3.75% - 4.10%	\$650,000.00	\$553,012.50	\$100,000.00	\$54,150.00	\$1,268,000.00
2002 REFUND	\$1,355,000.00	3.375% - 3.8%	\$1,220,000.00	\$324,760.02	\$135,000.00	\$5,130.00	\$0.00
2009 REFUND	\$9,490,000.00	2.549% - 4.00%	\$2,875,000.00	\$1405,842.50	\$730,000.00	\$236,425.00	\$5,885,000.00
EDA FIREHOUSE	\$300,000.00	1.50%	\$285,000.00	\$47,332.50	\$15,000.00	\$225.00	\$0.00
2013 GENERAL	\$5,924,000.00	2.50% - 3.00%	\$0.00	\$0.00	\$210,000.00	\$154,877.31	\$5,714,000.00
2013 OPEN SPACE	\$2,425,000.00	2.50% - 3.00%	\$0.00	\$0.00	\$90,000.00	\$63,412.50	<u>\$2,335,000.00</u>
							\$17,943,000.00

		INTEREST	2014 PAYMENT	BALANCE
<u>BOND ANTICIPATION NOTES</u>		<u>RATE</u>	<u>PRINCIPAL</u>	<u>O/S 12/31/14</u>
JANUARY 2013	\$5,018,500.00	1.50%	\$5,018,500.00	\$0.00

# DEBT HISTORY



# 2014 BUDGET ACTIONS

- Review Shared Service Opportunities
- Review Police and Administrative Staffing
- Review Fee Schedule for Increased Revenue
- Review Medical Costs for Possible Improvement
- Review Sewer Fees