

TOWNSHIP COMMITTEE MEETING  
August 11, 2014

The regular meeting of the Township Committee of the Township of Cranbury was held at 7:00 p.m. in the Town Hall Meeting Room. Answering present to the roll call were Township Committee members: Glenn Johnson, Daniel Mulligan, Jay Taylor and Mayor Susan Goetz. Mr. David Cook was absent. Also present were Denise Marabello, Township Administrator/Director of Finance; and Kathleen 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.

Regular Township Committee Minutes of July 28, 2014

On motion by Mr. Johnson, seconded by Mr. Taylor and unanimously carried (with Mr. Cook being absent and Mr. Mulligan abstaining due to absence), the Regular Township Committee Minutes of July 28, 2014 were adopted.

Closed Session Minutes of July 28, 2014

On motion by Mr. Johnson, seconded by Mr. Taylor and unanimously carried (with Mr. Cook being absent and Mr. Mulligan abstaining due to absence), the Closed Session Minutes of July 28, 2014 were adopted.

Reports and Communications

--Mayor

Mayor Goetz announced two (2) appointments to the Historic Preservation Commission: Mr. Harry Williams filling the vacancy as the Second Alternate, Class C, and Mr. Steven Banks as a Regular Member, Class B. Mayor Goetz stated both terms will expire on December 31, 2015.

Mayor Goetz stated she wanted to make a special "shout out" thank you to the Police Department. She reported a lot of people attended National Night Out. She reported there were hamburgers and hot dogs, Gil and Bert's ice cream and a DJ, and stated it was a great event. She stated entire event was covered by the Police with no cost to the Township.

Mayor Goetz reported communications were received concerning the Township's contract with the Helmetta Animal Shelter. She reported the Township is in the process of investigating this, and Mr. Johnson is looking into how valid the complaints and criticisms are. Mayor Goetz stated there have been communications concerning the management of the Shelter; however, she is not sure about the validity of the complaints.

Mayor Goetz reported the Township received the official notification of the Third Round of the "Downtown Beautification" Grant. She stated the Subcommittee has met and are preparing the concept plan for the next phase of Downtown Beautification. She stated the concept will be the same (brick, blue stone and lighting) and this phase will further expand the area.

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Reports and Communications (Continued)

--Mayor

Mayor Goetz reported the Environmental Commission received a \$5,000 grant to install a rain garden in Village Park. She stated it will be a learning exercise providing educational information on how a rain garden works cleaning out the runoff before it gets to the stream. The rain garden will be in an area next to the Lake near the back parking lot to the west of "dirt mountain." The area will be marked out this week and the project will commence soon.

On the Brainerd Lake Bridge and Dam Project, Mayor Goetz reported for Mr. Cook, that the spillway has been poured. She stated 150 cubic yards of concrete were used to build the new spillway, and stated the spillway area is much larger than the previous spillway. Mayor Goetz stated the Township has received approval to dredge out a small portion of the material near the south part of the Dam. Some of that material was removed as part of the construction process.

Mayor Goetz reported she was invited to the Middlesex County Mosquito Extermination Commission's 100 Year Celebration on September 17<sup>th</sup> from 4:00 to 7:00 p.m. She stated she is not able to attend and asked if another member of the Committee would like to attend.

Reports and Communications

--Township Committee

Mr. Johnson reported since the last meeting he attended a Cranbury Business and Professional Association meeting to primarily discuss the plans for Cranbury Day. Mr. Johnson reported Cranbury Day will be extended from Park Place down to Westminster Place this year, making it another block longer.

Concerning Building and Grounds, Mr. Taylor reported he met with Mr. Greg Farrington, Construction Official, to review the repairs needed in Town Hall. He stated there was also discussion about roof repair at the History Center and some additional work at the Fire House. Mr. Taylor stated this work will be further addressed during budget discussions. He stated the quotes for the painting of Town Hall came in at about half of what was budgeted. He stated the fall is a slower season for painters, and had the Township gone out to bid in the spring, the quotes would have been higher.

Mr. Mulligan stated he wanted to reiterate that National Night Out was great and wanted to thank Officer Mike Cipriano for his efforts and time, some of which was his own personal time, to make the evening a success. Mr. Mulligan stated he also wanted to recognize the Police for their contributions to the community: Matt Schneider for the Special Olympics and Paul Lindenfeld for the Bone Marrow Drive for Will Ellsworth.

Mr. Mulligan thanked Mr. Johnson for looking into the issue at the Helmetta Animal Shelter. Mr. Mulligan asked Ms. Marabello for the status on the Plainsboro Road Drainage Project, and Ms. Marabello stated it was supposed to be done at the end of last week. She reported she has not spoken with the Township Engineer. Mr. Mulligan explained for the public the Plainsboro Road flooding/drainage problems, and stated it is hoped this project will alleviate those issues.

Agenda Additions/Changes

Ms. Cunningham reported there are no changes to the Agenda.

Public Comment – for Agenda Items

The Mayor opened the meeting to public questions and comments for items on the Agenda. There being no comments, the Mayor closed the public portion of the meeting.

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Resolutions  
Consent Agenda

Mayor Goetz asked the Township Committee if there were any questions or comments on the Consent Agenda. A motion was made by Mr. Mulligan, seconded by Mr. Taylor and unanimously carried (with Mr. Cook being absent), the following Resolutions were passed by vote:

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

Cranbury Township Resolution # R 08-14-093

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 08-14-094

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2013 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations, and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

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Cranbury Township Resolution # R 08-14-094  
(Continued)

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Township Committee of the Township of Cranbury, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

CRANBURY TOWNSHIP # R 08-14-095

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE  
IN THE MUNICIPAL BUDGET OF THE TOWNSHIP OF CRANBURY  
PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)

WHEREAS, N.J.S.A. 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for equal amount,

Section 1

NOW, THEREFORE, BE IT RESOLVED that the Township Committee hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2014 in the sum of \$5,000.00 which item is now available as a revenue from the State of New Jersey pursuant to the provision of statute, and

Section 2

BE IT FURTHER RESOLVED that a like sum of \$5,000.00 is hereby appropriated under the caption "Drive Sober or Get Pulled Over"

Section 3

BE IT FURTHER RESOLVED that a copy of the Resolution, certified by the Township Clerk to be a true copy forwarded to each of the following:

- (a) Director of the Division of Local Government Services
- (b) Township Chief Financial Officer

TOWNSHIP COMMITTEE MEETING  
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Cranbury Township Resolution # R 08-14-096

Supporting the *Drive Sober or Get Pulled Over 2014 Statewide Crackdown*

Whereas, impaired drivers on our nation's roads kill someone every 30 minutes, 50 people per day, and almost 18,000 people each year; and

Whereas, 19% of motor vehicle fatalities in New Jersey in 2012 were alcohol-related; and

Whereas, an enforcement crackdown is planned to combat impaired driving; and

Whereas, the summer season and the Labor Day holiday in particular are traditionally times of social gatherings which include alcohol; and

Whereas, the State of New Jersey, Division of Highway Traffic Safety, has asked law enforcement agencies throughout the state to participate in the *Drive Sober or Get Pulled Over 2014 Statewide Crackdown*; and

Whereas, the project will involve increased impaired driving enforcement from August 15 through September 1, 2014; and

Whereas, an increase in impaired driving enforcement and a reduction in impaired driving will save lives on our roadways;

Therefore, be it resolved that Cranbury Township declares its support for the *Drive Sober or Get Pulled Over 2014 Statewide Crackdown* from August 15 through September 1, 2014 and pledges to increase awareness of the dangers of drinking and driving.

Cranbury Township Resolution # R 08-14-097

A RESOLUTION AUTHORIZING THE RELEASE  
OF A PERFORMANCE GUARANTEE FOR MATRIX (JERC Half Acre Road)

WHEREAS, by letter dated June 3, 2014 has requested the release of their performance guarantee previously posted with the Township in accordance with Planning Board approval and

WHEREAS, Matrix sold the property to Rasi Laboratories and Rasi has posted the remainder of the performance bond in the form of a letter of credit and cash requirement, it is recommended that the following performance guarantee be released to Matrix:

Bond	\$308,669.50
Cash Deposit	\$ 34,299.95

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

1. It has reviewed, agrees with and hereby accepts this recommendation.
2. It hereby authorizes the release of performance guarantees set forth and referenced above.
3. The Township hereby accepts the public improvements, if any so designated pursuant to the Planning Board's approval.

TOWNSHIP COMMITTEE MEETING  
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Cranbury Township Resolution # R 08-14-097  
(Continued)

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Township Clerk to be a true copy and forwarded to each of the following:

- (a) Van Cleef Engineering
- (b) Township Chief Financial Officer
- (c) Matrix

Cranbury Township Resolution # 08-14-098

A RESOLUTION AUTHORIZING THE REDUCTION OF A PERFORMANCE GUARANTEE  
FOR RAHWAY STEEL DRUM (LEAF INDUSTRIES)

WHEREAS, by letter dated July 21, 2014, Rahway Steel Drum has requested the reduction of their performance guarantee previously posted with the Township in accordance with Planning Board approval and

WHEREAS, the Township Engineer has, in a letter dated August 5, 2014 (attached hereto as "Exhibit A") recommended that the performance guarantee be reduced and the amount that shall be released is as follows:

Performance Bond	\$ 0.00
Cash Deposit	\$ 241,050.00

WHEREAS, the amount that shall be retained until all bonded items are complete as follows:

Performance Bond	\$ 600,000.00
Cash Deposit	\$1,205,738.50

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

1. It has reviewed, agrees with and hereby accepts all recommendations of the Township Engineer as set forth in "Exhibit A".
2. It hereby authorizes the reduction of performance guarantees set forth in the Township Engineer's letter referenced above.
3. The Township hereby accepts the public improvements, if any so designated pursuant to the Planning Board's approval.

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Township Clerk to be a true copy and forwarded to each of the following:

- (a) Township Engineer
- (b) Township Chief Financial Officer
- (c) Rahway Steel
- (d) Township Attorney

TOWNSHIP COMMITTEE MEETING  
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Cranbury Township Resolution # R 08-14-099

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF A BID WITH  
A & A PAINTING AND CONTRACTING CO. FOR THE PAINTING OF TOWN HALL

WHEREAS, four (4) bids were received on August 5, 2014 for the Painting of Town Hall Project and;

WHEREAS, the Township wishes to enter into an agreement with A & A Painting and Contracting Co., Highland Park, NJ; and

WHEREAS, as A & A Painting and Contracting Co. has offered to provide these services to the Township for cost of \$43,900.00; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A: 11-4.1 et seq., authorizes the award for purposes for which a competitive bid may be used by local units; and

WHEREAS, the Chief Financial Officer has certified that there will be sufficient funds for this contract;

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 A & A Painting and Contracting Co. for the Painting of Town Hall Project \$43,900.00; and
2. A copy of the Agreement shall be available for public inspection in the Township Clerk's Office during regular business hours.

Reports from Township Boards and Commissions

Mr. Kirstie Venanzi, President of the Cranbury Public Library Board of Trustees, presented to the Township Committee, proposed drawings of the future Library. Ms. Venanzi reported the Facilities Subcommittee is working with a very talented architect who specializes in designing libraries and has been involved in approximately 573 library projects.

Ms. Venanzi reported the previous concept work previously done with KSS Architects helped the Subcommittee determine the various requirements to be included in the new Library. Mr. Mark Berkowsky, a member of the Subcommittee, described the Library/Community Center. Ms. Marilyn Mullen further detailed the addition of public spaces which will be combined with the traditional library area. A list of the spaces, which was provided by the Cranbury Library Foundation, is attached at Addendum A. Ms. Mullen stated a large lobby with seating will be available for students to gather and have a snack and stated there will be a large meeting space to accommodate 80 people

Mr. Berkowsky described the design of the new Library as having "barn-like" structures. He explained the designed as evolved based on the comments and concerns of the community. Mr. Berkowsky stated the location of the new Library is at the end of Park Place West and stated there were discussions with the Planning Board concerning placing the parking lot on the north side. Mr. Berkowsky stated the Subcommittee is looking for input from the Township Committee as well as confirmation that the Township will provide the parking lot and utilities as well as a future possible roadway to connect to Cranbury School. He stated he feels the Subcommittee has addressed all the questions and concerns to date.

Mayor Goetz stated she really likes the new design and stated its scale and look fits Cranbury.

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Reports from Township Boards and Commissions (Continued)

--Cranbury Public Library

Ms. Patty Thomssen, President of the Cranbury Public Library Foundation, stated preliminary drawings were prepared as long as four (4) years ago when the capital campaign was launched. She stated it is important to note that the evolutions in design have been in response to the community. She thanked the Township Committee for listening to the Foundation and asked for its support moving forward to make the Library a reality. She stated many residents who were not in support of the new Library are now agreeing with it.

Mr. Mulligan stated he is in agreement with the parking, which should benefit the Library as well as the businesses in Town. He stated if he is on the Township Committee when the Project commences, he would strongly recommend the road to the School be put in on day one. He stated the road is needed by the Town in the long run. For long term planning, he urges the road be put in at the time the Library is built. He stated he will provide comments to the Subcommittee if he hears any, and thanked them for their hard work and enthusiasm.

Ms. Mullen, Library Director, reported she is meeting on Tuesday, August 12<sup>th</sup> with Dr. Susan Genco, School Administrator, to discuss the road from the proposed new Library to the School. Ms. Mullen stated the Subcommittee took the road out of the plans because of past School opposition; however, she feels Dr. Genco will be receptive to the roadway.

Mr. Taylor reported he started out as a "naysayer" but has become a strong convert and is very supportive now of the Library and its design.

Mr. Johnson reported he has been attending Facilities Subcommittee meetings for a while, and stated there are a number of dedicated people working on this project.

Mayor Goetz stated the new Library will provide many kinds of community spaces which are just not available in the Township right now. She stated the design is beautiful and fits perfectly in the Township. Mayor Goetz inquired how the fundraising is progressing. Ms. Mullen replied the Foundation has raised \$1,493,751.07 as of today. She reported a total of 312 families and businesses that have supported the Foundation with donations.

Ms. Mullen stated they will be at Cranbury Day to provide information to the public. Mayor Goetz thanked the Subcommittee for their work.

Mr. Richard Kallan, Wynnewood Drive, asked about the children getting to the library in foul weather. Ms. Mullen stated the School will still have its library for the students as the School owns the spaces, and has its own books and staff. There was additional conversation about the book collections. Ms. Mullen reported the Library works with Princeton High School to have the materials necessary for the high school students. She stated the high school students also volunteer at the Library to obtain community service hours.

Ms. Venanzi asked the Township Committee when the parking lot would be built, and Mr. Mulligan replied that would have to be determined as it has not yet been budgeted for. He stated there will probably be discussions about the parking lot during budget meetings in January. Ms. Venanzi also inquired if there would be discussions about the utilities, and Mayor Goetz stated the Township would not do the utilities or the parking lot until the Library is ready to be built. Mr. Mulligan stated the Township Committee never really discussed who would be responsible for bringing the utilities and sewer on site to the new Library, and that will have to be discussed in the future. Mr. Mulligan stated he feels the parking lot and roadway should be the Township's responsibility and the utilities should be part of the Library project. Mr. Berkowsky stated the largest numbers will be the storm water management and the bulk of that will be the parking lot. Mr. Berkowsky stated PSE&G will have to bring service to the property line and the same is true of the sewer line.



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Reports from Township Boards and Commissions (Continued)

--Cranbury Public Library

Mr. Mulligan asked for a list in writing of what the Foundation expects from the Township. He stated that will be helpful when the Township Committee has future discussions. Mr. Taylor stated he thought the Township Committee had given approval for Mr. Berkowsky to talk to the Township Engineer, and Mr. Berkowsky stated he received as much information as the Engineer had. Mr. Berkowsky stated there will be some site design work that will require the Township Engineer.

The Township Committee thanked the Library representatives, Foundation and Facilities Subcommittee for their reports.

Reports from Township Staff and Professionals

-- Administrator's Report

Ms. Marabello stated she had nothing to report.

--Assistant Administrator's Report

Ms. Cunningham asked the Township Committee if the August 26<sup>th</sup> meeting (listed as "optional" on the yearly schedule) is needed. The Committee agreed the second meeting is not necessary.

Ms. Cunningham asked the Township Committee if any materials were required for the Committee's table on Cranbury Day. Mr. Mulligan stated if the Administrator, Clerk or employees think there are any critical materials, they could be included; otherwise materials are not necessary. Mayor Goetz stated residents may ask about the Dam Project and suggested seeing if Mr. Cook had any graphics of the Project for display. She stated a schedule showing the Project completion may also be helpful.

Mr. Mulligan stated he forgot to mention that the Summer Recreation Program is down on enrollment. He stated there might be some financial repercussions next year with the Recreation Trust Fund. Ms. Marabello stated the enrollment depends on the week. Mr. Mulligan stated school enrollment is down which could be a factor.

Public Comment

The Mayor opened the meeting to public questions and comments.

Mr. George Stafford, Outreach Director of the New Jersey Highlands Coalition in Boonton, NJ, stated he has been attending meetings of municipalities around the State who receive water from Highland sources through the water company. Mr. Stafford reported he will be visiting 244 municipalities to discuss a resolution of continuing support for the goals and purposes of the 2004 Highlands Water Protection and Planning Act. He stated the Highlands Act is ten (10) years old this year, and the Master Plan was put in and is up for revision and there are individuals who are looking to change the Act. He stated over 5 million people in the northern/central part of the State get some or all of their water from the Highlands sources.

Mr. Stafford presented to the Township Committee a resolution to support the Highlands Water Protection and Planning Act. He urged the Committee to support the resolution. Mayor Goetz explained to Mr. Stafford that her background is environmental and she feels this Act and the Pinelands Preservation Act are very important for natural resources and preservation.

There being no further comments, the Mayor closed the public portion of the meeting.

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Mayor's Report

Mayor Goetz reported she had no additional comments for the Mayor's Report and called for a motion to adjourn the meeting.

On a motion by Mr. Johnson, seconded by Mr. Taylor and unanimously carried (with Mr. Cook being absent), the meeting adjourned at 8:00 p.m.

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Kathleen R. Cunningham, RMC  
Municipal Clerk