

TOWNSHIP COMMITTEE MEETING
April 8, 2013

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: David Cook, Susan Goetz, Daniel Mulligan, Jay Taylor, and Mayor Glenn Johnson. Also present were William Tanner, P.E., Township Engineer; Denise Marabello, Township Administrator and Director of Finance; and Kathleen R. Cunningham, Municipal Clerk/Assistant Administrator. Mayor Johnson 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 3, 2012 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 3, 2012.
- (3) Filed on December 3, 2012 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, and
- (4) Sent to those individuals who have requested personal notice.

Regular Township Committee Minutes of March 26, 2013

On motion by Mr. Taylor, seconded by Mr. Cook, and unanimously carried (with Mr. Mulligan abstaining due to absence), the Regular Township Committee Minutes of March 26, 2013 were adopted.

Closed Session Minutes of March 26, 2013

On motion by Mr. Cook, seconded by Mr. Taylor, and unanimously carried (with Mr. Mulligan abstaining due to absence), the Closed Session Minutes of March 26, 2013 were adopted.

Reports and Communications

--Mayor Johnson reported he spent the day attending a seminar on using libraries as storm shelters.

Reports and Communications

--Township Committee

Mr. Mulligan reported he and the Cable Subcommittee (Bonnie Larson and Tom Connolly) met with a representative of Comcast to move forward with the concept of possibly broadcasting Township meetings in the future. Mr. Mulligan stated the Township does not have to broadcast meetings; however, having the public access channel approved would allow the Township to broadcast messages. Mr. Mulligan stated the decision to tape and broadcast meetings could be discussed further at a later date. He stated the Subcommittee needs to obtain additional information before moving forward.

Mr. Mulligan reported the "Touch-A-Truck" event is moving forward. Approvals have been obtained from the school to use the parking lot for the event. Ms. Marabello stated some Public Works vehicles will be at the event, and a couple of Public Works employees will be available to explain the vehicles to the children. She stated she is not sure police vehicles will be available.

Mr. Mulligan addressed correspondence received from the League of Municipalities concerning new legislation which would have the County and School pay back their share of

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Reports and Communications

--Township Committee

(Mr. Mulligan cont'd.)

taxes in the event of a tax appeal. Currently, residents pay taxes to the County, School and Municipality; however, in the event of a tax appeal, the municipality is responsible to pay back the entire overpayment. Mr. Mulligan stated he supports this. Ms. Cunningham stated she will forward to the Township Committee information received from Mr. Steve Benner, Tax Assessor, further addressing this issue.

Mr. Cook reported there have been follow up meetings with the State DOT concerning traffic on Route 130. Mr. Allan Kehrt is following up on the issue, and Mr. Cook stated other municipalities in the area are also involved in this initiative.

Mr. Cook stated erosion of Brainerd Lake in Village Park will be addressed either separately or at the time of the Bridge and Dam Project. He stated the Bridge and Dam Project is moving forward and reported he attended a meeting with Mr. Bill Tanner, Township Engineer and the State Historical Preservation Office, one of the last components to give the ability to proceed with the Project. Mr. Cook stated the issues that did arise most likely can be remedied simultaneously with the Project going ahead. He stated the hope is to have bidding and contracts wrapped up by July, if not breaking ground by July.

Ms. Goetz stated she had nothing to report.

Mr. Taylor stated he and the Police Chief have not heard anything more about the bike race. Mr. Mulligan stated he has not heard anything from the Ms. Beth Veghte, Chair of the Board of Recreation. Ms. Marabello reported she spoke with Ms. Veghte who stated they are looking at alternate plans for the bike race, which is why they have not reached out to the Police yet.

Mr. Taylor reported residents have noticed individuals going behind the Fire House on Pump House Road and loitering. The Police have been asked to patrol the area. Mr. Taylor asked if a barricade could be put in to prevent vehicles from going down the road.

Mr. Taylor reported the Construction Department permit fees were again down this past month.

Agenda Additions/Changes

Ms. Cunningham, Municipal Clerk, stated there were no changes to the agenda.

Presentation on the Proposed 2013 Municipal Budget

Ms. Denise Marabello, Township Administrator and Director of Finance, gave a PowerPoint presentation on the 2013 Municipal Budget, attached as Addendum A. She 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 costs (insurance, pension, uncollected taxes); major capital projects necessary this year (sewer improvements and Brainerd Lake Dam). Ms. Marabello reported after many hours of discussion, thorough analysis of appropriations, revenue and surplus trends, the budget being proposed includes a zero cent tax increase.

At the conclusion of the presentation, Mayor Johnson asked if there were any comments from the Committee before he opened the Public Hearing. Mr. Taylor reported it is important to note the Township's assessed value is higher than some surrounding towns.

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Public Hearing on the 2013 Municipal Budget

The Mayor then opened the meeting to public questions and comment on the Municipal Budget.

Mr. Richard Kallan, Wynnewood Drive, asked for clarification on whether the County has increased taxes their year. Ms. Marabello stated she does not know yet. Mr. Kallan asked about the assessed value. Ms. Marabello stated there are more commercial properties that are now being leased. Mr. Kallan thanked Ms. Marabello for breaking down the numbers of employees and showing part-time and full-time employees. Mr. Kallan asked about the earning of interest on monies in the bank. Ms. Marabello explained the Township is paying 2% on debt and is earning 1.5% on deposited monies. She stated every year the Township goes out to various bank to try to obtain higher interest. She stated the Township cannot invest all of its monies because a lot of liquid cash is required.

Mr. Janovitz, Washington Drive, asked how much it costs the Township to go to the bond market. Ms. Marabello explained the bond process, and stated the Township has a significant amount of notes out and since there are more ordinances the Township must do, it is a good time to go to the bond market. She stated the Township gest better rates with larger amounts.

There were no additional comments and Mayor Johnson closed the Public Hearing on the Municipal Budget.

Resolution

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

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

Nays (None

CRANBURY TOWNSHIP RESOLUTION R 04-13-051
2013 MUNICIPAL BUDGET

of the Township of Cranbury, county of Middlesex for the fiscal year 2013.

Revenue and Appropriation Summaries

Summary of Revenues	Anticipated	
	2013	2012
1. Surplus	\$1,359,922.00	\$1,371,000.00
2. Total Miscellaneous Revenues	\$3,448,174.83	\$3,449,474.68
3. Receipts from Delinquent Taxes	\$151,060.00	\$123,789.00
4. a) Local Tax for Municipal Purposes	\$5,841,530.15	\$5,777,464.79
b) Addition to Local District School Tax		
c) Minimum Library Tax	\$495,245.00	\$554,069.00
Tot Amount to be Raised by Taxes for Municipal Budget	\$6,336,775.15	\$6,331,533.79
Total General Revenues	\$11,295,931.98	\$11,275,797.49

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CRANBURY TOWNSHIP RESOLUTION R 04-13-051
(Continued)

Summary of Appropriations	2013 Budget	Final 2012 Budget
1. Operating Expenses: S&W	\$3,064,093.22	\$2,990,110.22
Other Expenses	\$5,471,503.94	\$5,821,141.66
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)	\$2,520,010.82	\$2,246,530.59
5. Reserve for Uncollected Taxes	\$195,324.00	\$173,015.00
Total General Appropriations	\$11,295,931.98	\$11,275,797.47
Total Number of Employees	70	69

Balance of Outstanding Debt

Interest Payments in 2013	\$330,880.00
Principal Payments in 2013	\$2,093,444.83
Outstanding Balance (12/31/12)	\$18,363,995.00

Resolution

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

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

Nays (None

Cranbury Township Resolution # R 04-13-052

Resolution to Amend the Capital Budget for 2013 is attached as "Addendum B."

Ordinances

First Reading

An Ordinance entitled, Cranbury Township Ordinance # 04-13-11 , "A BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS OF THE TOWNSHIP OF CRANBURY, IN THE COUNTY OF MIDDLESEX, NEW JERSEY, APPROPRIATING \$2,212,500 THEREFORE AND AUTHORIZING THE ISSUANCE OF \$2,084,490 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF" was introduced on First Reading and will be heard on Second Reading and have a Public Hearing at the next regular Township Committee Meeting on Monday evening, April 22, 2013 at 7:00 p.m. On motion by Mr. Taylor, seconded by Ms. Goetz, the Ordinance was passed on First Reading by vote:

TOWNSHIP COMMITTEE MEETING
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Cranbury Township Ordinance #04-13-11
(Continued)

Ayes: (Cook
(Goetz
(Mulligan
(Taylor
(Johnson

Abstain: (None
Absent: (None

Nays (None

Second Reading: April 22, 2013, 7:00 p.m.

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CRANBURY, IN THE COUNTY OF MIDDLESEX, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The several improvements described in Section 3 of this bond ordinance is hereby authorized to be undertaken by the Township of Cranbury, in the County of Middlesex, New Jersey (the "Township") as a general improvement. For the several improvements or purposes described in Section 3, there is hereby appropriated the sum of \$2,212,500, including the sum of \$109,710 as the down payment required by the Local Bond Law and \$18,300 to be reappropriated from Ordinance 04-12-08. The down payment is now available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$2,084,490 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefore, the estimated maximum amount of the bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

<u>Purpose</u>	<u>Appropriation And Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds or Notes</u>	<u>Period of Usefulness</u>
a) Replacement of pistols	\$3,600	\$3,420	15 years
b) Backup main repeater	\$9,600	\$9,120	5 years
c) 1 Mobile radio	\$2,000	\$1,900	5 years
d) Brainerd Lake maintenance	\$20,000	\$19,000	30 years
e) Brainerd Dam improvement	\$710,000	\$674,500	30 years
f) 1 Unmarked Chevy Tahoe	\$39,900	\$37,905	5 years
g) CAD & data backup server- Police	\$17,500	\$16,625	5 years

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Cranbury Township Ordinance #04-13-11
(Continued)

h) DVR & workstation for security system	\$6,000	\$5,700	5 years
i) Miscellaneous road repairs	\$20,000	\$19,000	5 years
j) Town Hall generator	\$150,000	\$142,500	15 years
k) Safe Routes to School	\$15,000	\$14,250	20 years
l) Fire Company utility truck	\$400,000	\$380,000	10 years
m) Replacement of computer equipment	\$3,000	\$2,850	5 years
n) New scada system w/recorders – Sewer	\$25,000	\$23,750	15 years
o) Village Park pavilion fireplace & chimney	\$10,600	\$10,070	15 years
p) Large dump truck w/ plow & sander	\$137,000	\$130,150	5 years
q) Protinick farmland easement	\$435,000	\$413,250	40 years
r) Replace computer network & cabling – Town Hall	\$5,000	\$4,750	5 years
s) Police Training Room Media System	fr Ord 04-12-08 \$18,300	\$0	5 years
t) Acquisition of Water Tower Property	\$185,000	\$175,750	40 years

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with notes issued pursuant to this ordinance, and the chief financial officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

Section 5. The Township hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

TOWNSHIP COMMITTEE MEETING
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Cranbury Township Ordinance #04-13-11
(Continued)

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not a current expense. They are all improvements or purposes that the Township may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this ordinance, is 14 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$2,084,490, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$221,250 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. Any grant moneys received for the purpose described in Section 3 hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 8. The chief financial officer of the Township is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Township and to execute such disclosure document on behalf of the Township. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Township pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Township and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Township fails to comply with its undertaking, the Township shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 9. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy ad valorem taxes upon all the taxable real property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 10. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

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Ordinances
Second Reading

Cranbury Township Ordinance # 03-13-09

A motion to enter an Ordinance # 03-13-09, entitled "AN ORDINANCE SUPPLEMENTING THE CODE OF THE TOWNSHIP OF CRANBURY, § 5.6 'RULES AND REGULATIONS OF THE POLICE DEPARTMENT'" was introduced by title only on March 26, 2013 and was presented for Second Reading and final adoption. The Ordinance was published in the Cranbury Press, posted on the Township's website, posted on the Township Bulletin Board and copies were available to the public.

Mr. Mulligan stated he was not present at the last meeting and asked for clarification on the Ordinance. Mayor Johnson explained the Police Chief is seeking accreditation for the Department. Mr. Taylor stated it is the Mission Statement for the Police Department. The Mayor opened the public hearing on the Ordinance. No one present wished to speak, so the public hearing was declared closed.

On motion by Mr. Mulligan, seconded by Mr. Taylor, the Ordinance was passed on by vote:

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

Nays (None

A motion to enter an Ordinance # 03-13-10, entitled "AN ORDINANCE OF THE TOWNSHIP OF CRANBURY, MIDDLESEX COUNTY, NEW JERSEY, FURTHER REVISING CHAPTER 150, "LAND DEVELOPMENT," OF THE CODE OF THE TOWNSHIP OF CRANBURY BY ADDING THERETO A DEFINITION OF "SUPERMARKET" AND BY AMENDING THE CONDITIONAL USE STANDARDS APPLICABLE TO CONVENIENCE STORES AND FUEL SERVICE STATIONS IN THE GENERAL COMMERCIAL (GC) ZONING DISTRICT" was introduced by title only on March 26, 2013 and was presented for Second Reading and final adoption. The Ordinance was published in the Cranbury Press, posted on the Township's website, posted on the Township Bulletin Board and copies were available to the public. Ms. Cunningham stated this Ordinance had been referred to the Planning Board, per State Statute. Ms. Cunningham read a communication dated April 8, 2013 from Ms. Josette Kratz, Planning Board Secretary stating the Planning Board finds Ordinance 03-13-10 to be consistent with the Cranbury Township Master Plan and favorably recommends its adoption. The letter is attached as "Addendum C" at the back of the Minutes.

The Mayor opened the public hearing on the Ordinance. No one present wished to speak, so the public hearing was declared closed.

On motion by Mr. Mulligan, seconded by Mr. Cook, the Ordinance was passed on by vote:

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

Nays (None

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Resolutions
Consent Agenda

Mayor Johnson gave a brief summary of the Consent Agenda Resolutions and asked the Township Committee if there were any questions or comments, and hearing none, asked for a motion to adopt the Consent Agenda Resolutions. On motion by Mr. Mulligan, seconded by Mr. Taylor, the Ordinance was passed on by vote:

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

Cranbury Township Resolution # R 03-13-053

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 04-13-054

WHEREAS, beginning on April 1, 2008, the State Recycling Fund was established, consisting of a \$3.00 per ton tax levied upon the owner or operator of every solid waste facility as well as on solid waste collectors that transport solid waste for out-of-state disposal, which amounts have been used to fund direct recycling grants to counties and municipalities; aid to counties for preparing, revising, and implementing solid waste management plans; State recycling program planning and program funding; aid to counties for public information and education programs concerning recycling programs; and for State grants to institutions of higher education to conduct research in recycling; and

WHEREAS, State law specifies that no less than 60% of the proceeds of these funds must be returned as tonnage grants to municipalities and counties; and

WHEREAS, Cranbury Township relies upon this money to partially fund its curbside recycling collection program, a laborer position and other recycling related expenses, receiving \$ 63,870.50 in 2012, based upon a 2010 tonnage grant; and

WHEREAS, in is proposed FY 2014 Budget, the Governor has proposed a diversion of \$21.6 million from the State Recycling Fund to the General Fund; and

WHEREAS, the Township Committee believes that it is in the best interests of the residents of Cranbury Township for this diversion of funds to be restored to the State Recycling Fund so that these valuable recycling efforts can continue;

NOW, THEREFORE BE IT RESOLVED on this 8th day of April, 2013, by the Township Committee of the Township of Cranbury, County of Middlesex, State of New Jersey; that:

1. The Township Committee hereby urges the Governor and the New Jersey State Legislature to restore to the State Recycling Fund the \$21.6 million proposed to be diverted from the State Recycling Fund to the FY 2014 General Fund so that these valuable recycling efforts can continue.

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Cranbury Township Resolution # R 04-13-054
(Continued)

2. A certified copy of this resolution be served upon Governor Chris Christie, Senator Christopher "Kip" Bateman, Assemblyman Jack M. Ciattarelli, Assemblywoman Donna M. Simon, and the New Jersey State League of Municipalities.

Cranbury Township Resolution # R 04-13-055

A RESOLUTION AUTHORIZING THE EXECUTION OF AN
AGREEMENT WITH IT NETWORK SOLUTIONS
FOR IT SUPPORT SERVICES AND CAPITAL PROJECTS

WHEREAS, the Township of Cranbury requires the services of a consultant for IT support services and capital projects; and

WHEREAS, the Township wishes to enter into an agreement with IT Network Solutions to provide these services from April 1, 2013 to December 31, 2013; and

WHEREAS, IT Network Solutions has offered to provide these services to the Township for cost of \$42,500.00; and

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

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

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 IT Network Solutions for IT support services and capital projects for \$42,500.00; and
2. A copy of the Agreement shall be available for public inspection in the Township Clerk's Office during regular business hours.
3. A notice of this Contract shall be advertised within 10 days of the award of said contract.

Cranbury Township Resolution # R 04-13-056

A RESOLUTION AUTHORIZING THE RELEASE OF A
PERFORMANCE GUARANTEE FOR ADJ LAND DEVELOPERS LLC

WHEREAS, by letter dated March 22, 2013, ADJ Land Developers, LLC has requested the release 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 March 29, 2013 (attached hereto as "Exhibit A") recommended that the following performance guarantee be released:

Performance Bond	\$201,457.53
Cash	\$22,384.77

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Cranbury Township Resolution # R 04-13-056
(Continued)

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

It has reviewed, agrees with and hereby accepts all recommendations of the Township Engineer as set forth in "Exhibit A".

1. It hereby authorizes the release of performance guarantees set forth in the Township Engineer's letter referenced above.
2. 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 Director of Finance
- (c) Daniel Perovic, ADJ

CRANBURY TOWNSHIP RESOLUTION R 04-13-057

A RESOLUTION AUTHORIZING THE RELEASE OF ESCROW

WHEREAS, ADJ Land Developers has deposited engineering escrow with Cranbury Township

WHEREAS, ADJ has requested the release of the balance of said escrow in the amount of \$7510.84.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Cranbury authorizes the release of the above escrow deposit.

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 Director of Finance
- (c) Daniel Perovic

Reports from Township Boards and Commissions

Mr. Tom Weidner, Chairman, Parks Commission presented and discussed with the Township Committee the Parks Commission activities for 2012 and its goals for 2013.

The Township Committee complimented Ms. Norma Swale and the Parks Commission on the beautiful crocuses in bloom. Mr. Weidner reported a copy of Parks Commission's activities and goals was distributed to the Township Committee. Mr. Weidner reported the Commission continued its work on the Parks' website to list the Township's parks and open space with the amenities associated with each. He reported the Township has over 230 acres of parks and open space with a variety of uses from active to natural areas for the enjoyment of residents. He reported the Environmental Commission and Recreation Commission offered comments and suggestions for the website's changes. The Historical Preservation Commission offered

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assistance in providing an accurate description of Barn Park. Mr. Weidner described the history, chart and amenities associated with the various parks.

Reports from Township Boards and Commissions (Continued)
(Mr. Tom Weidner cont'd.)

Mr. Weidner stated the Parks Commission has begun to send out letters to the donors who have donated memorial gifts for benches and trees. He stated the up to a two (2) page description of the honoree will be listed in the Memorial Book, and any additional information will be kept at the Cranbury History Center.

Mr. Weidner reported meetings had been held last year and will be held again this year with the Environmental Commission. He stated the two (2) groups worked very well together making sure residents enjoy the preserve areas.

For goals, he reported the Parks Commission has been working with the Historical Preservation Commission to place a sign at Memorial Park. The sign will have six (6) pictures and will describe the history of the area. He stated the Commission will be working with Mr. Jerry Thorne, Public Works Manager, as in past years, to compile a list of maintenance items necessary for each park. Mr. Weidner commended Mr. Thorne for his continued assistance. Mr. Weidner stated signage is needed for the parks, and suggested the sign format used in Village Park be used for signs in all the various parks. Mr. Weidner stated the Parks Commission web will be further fine-tuned and he anticipates finishing the write-ups in the Memorial Book. Mr. Taylor suggested a port-a-potty near the tot lot in Heritage Park. There was discussion about the possible placement of the port-a-potty in the Park.

Ms. Goetz suggested putting a notice on the Parks website that dogs must be leashed in the Township. She stated complaints are frequently received concerned unleashed dogs. She stated the police are too busy to constantly address; however, it is something the Township will have to monitor.

Reports from Township Staff and Professionals

--Administrator's Report

Ms. Marabello reported the County will be working on the handicapped ramps on Main Street to make the sidewalks ADA compliant from the Fire House to Old Trenton Road. Mr. Bill Tanner, Township Engineer, reported the Township received a grant to do these ramps. He reported he is meeting with County Public Works to look at doing additional work in Town.

--Assistant Administrator's Report

Ms. Cunningham stated she had nothing to report.

Before the Public Comment, Mr. Taylor asked Mr. Tanner if a response concerning the damaged curbs on South Main Street was received from the County. Mr. Tanner stated he did not receive a firm commitment from the County; however, they are willing to discuss the curbs if the Township can compile a list of the damaged curbs. Ms. Goetz clarified the curbs to be replaced were curbs destroyed during the paving of South Main Street. Mr. Cook stated the curbs repaired would be "spot fixes". Mr. Taylor stated some curbs are fine on South Main Street; however, some curbs are badly damaged and need to be repaired.

Mr. Taylor asked Mr. Tanner about the drainage issue at 10 South Main Street. Mr. Tanner explained the resident, Mr. Richard Letter, reached out to him concerning a drainage pipe on his property and the impact the new Dam and Bridge Project may have on the drainage in his yard. Mr. Tanner stated he reached out to the County consultants who did the hydraulics from the Dam Project. Mr. Tanner explained the details of a report and stated basically, there will not be

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April 8, 2013

a huge difference "between before and after" the construction. Mr. Tanner stated even though the spillway will be larger or water will be lower sooner, there is still the same amount of water in the lake and it just depends upon hydraulics and how fast the water can get down the culvert.

Mr. Tanner explained the pipe on Mr. Letter's property goes under the roadway that was constructed in 1973. The pipe was put under the roadway to assist in drainage, and if removed, Mr. Letter's back yard would become a swamp. There would be no escape for the water.

There was additional discussion concerning the pipe and drainage from the property. Mr. Tanner stated the back property is low and without the pipe, the area would be wet and flooded. Mr. Taylor stated he does not believe the pipe is doing what it is supposed to be doing, and historically the property has been wet in the back of that property. Mr. Cook stated he experienced flooding during Hurricane Irene, and has had other close calls of flooding; however, it is not the norm. The Township Committee and Mr. Tanner further discussed possible solutions to the pipe issue.

Public Comment

The Mayor opened the meeting to public questions and comment.

Mr. Richard Letter, South Main Street, thanked the Township Committee and Mr. Tanner for looking into the issue. He stated he is not comfortable with the answers provided. Mr. Letter stated his yard floods from a rainstorm and he is concerned about the impact on his property if more than double the amount of water will flow through the new Dam. He stated the pipe is not working properly and stated he felt the pipe is blocked on the stream side and should be taken care of. Mr. Tanner reported after the completion of the Project, there will not be more water. Mr. Letter stated he wanted to be sure all bases were covered. There was additional discussion and it was agreed the pipe should meet code and the pipe should be maintained.

Mr. Tanner stated the drainage is at a normal situation now. If Mr. Letter's yard was always wet, and he is claiming it is wetter now, and after the Dam is fixed and the condition remains wet, (even though that was the condition before), Mr. Tanner stated it is his job as Township Engineer, to caution the Township Committee not to bind themselves to fixing something that may or may not have existed before.

Mrs. Patti Janovitz, Washington Drive, asked for a copy of Mr. Tom Weidner's Parks Commission Report.

Mr. Richard Kallan, Wynnewood Drive, stated the School Board announced it was holding its budget firm because of a 10% reduction in health insurance costs. He asked Ms. Marabello if she looked into reducing health insurance costs. Ms. Marabello explained the School has its insurance through a private company. She stated the Township uses State health benefits, which is the lowest cost. Mr. Kallan asked if the School could use the State benefits, and Ms. Marabello stated once an entity leaves the State benefit plan, it is sometimes difficult to get back into the plan. She stated the union may be happy with the private plan and may not want the State plan.

Mr. Joe Buonovolonta, Cranbury Neck Road, reported for the port-a-potty, companies have 100 foot hoses that could service the unit without the truck going on soft ground. He stated sometimes fences are installed right side out to camouflage the unit so it is not unsightly to its surroundings.

There was no additional public comment, and the Mayor closed the public portion of the meeting.

TOWNSHIP COMMITTEE MEETING
April 8, 2013

Mayor's Notes

Mayor Johnson reported he had a correspondence the State Alcohol Beverage Control (ABC) concerning the Silver Decoy Winery wanting to sell wine at Zinna's Bistro in the Township. Ms. Cunningham explained the new law that went into effect allowing New Jersey wineries to set up a room in restaurants in the State for patrons to taste the wines. There is no license necessary and the Municipality does not have to do anything. The winery must receive approval from the ABC to have wine tastings.

On a motion by Mr. Mulligan, seconded by Mr. Taylor and unanimously carried, the meeting adjourned at 9:00 p.m.

Kathleen R. Cunningham, RMC
Municipal Clerk

TOWNSHIP COMMITTEE MEETING
April 8, 2013

ADDENDUM C

**PLANNING BOARD &
ZONING BOARD OF ADJUSTMENT
TOWNSHIP OF CRANBURY**

*23-A NORTH MAIN STREET
CRANBURY, NEW JERSEY 08512
(609) 395-0900, Ext. 221
FAX: (609) 395-3560*

MEMORANDUM

TO: Honorable Mayor and Members of Committee
Planning Board Members & Professionals
Denise Marabello, Township Administrator
Kathleen R. Cunningham, Township Clerk
Steve Goodell, Esquire, Township Attorney

FROM: Josette C. Kratz, Planning & Zoning Administrative Officer

DATE: April 8, 2013

RE: **CRANBURY TOWNSHIP ORDINANCE # 03-13-10 – AN
ORDINANCE OF THE TOWNSHIP OF CRANBURY,
MIDDLESEX COUNTY, NEW JERSEY, FURTHER
REVISING CHAPTER 150, “LAND DEVELOPMENT,” OF
THE CODE OF THE TOWNSHIP OF CRANBURY BY
ADDING THERETO A DEFINITION OF “SUPERMARKET”
AND BY AMENDING THE CONDITIONAL USE
STANDARDS APPLICABLE TO CONVENIENCE STORES
AND FUEL SERVICE STATIONS IN THE GENERAL
COMMERCIAL (GC) ZONING DISTRICT.**

**ORDINANCE REFERRAL REPORT FROM CRANBURY TOWNSHIP
PLANNING BOARD ORDINANCE 03-13-10**

The Cranbury Township Planning Board considered Ordinance 03-13-10 at the public meeting on April 4, 2013, and requested that I provide to the Committee the following report to address the requirements of N.J.S.A. 40:55D-26.

The following recommendations were unanimously approved by the Planning Board on April 4, 2013:

I. The Cranbury Township Planning Board reviewed Ordinance 03-13-10 and finds Ordinance 03-13-10 to be CONSISTENT with the Cranbury Township Master Plan and favorably recommends the adoption of Ordinance 03-13-10.

TOWNSHIP COMMITTEE MEETING
April 8, 2013

Respectfully submitted,

Josette C. Kratz
Planning Board Secretary

TOWNSHIP OF CRANBURY

2013

MUNICIPAL BUDGET

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

CRANBURY TOWNSHIP CHALLENGES

- Future Declining Role of Surplus Replenishment
- Increasing Costs (Insurances, Pension, Reserve for Uncollected Taxes)
- Major Capital Projects (Sewer Improvements, Brainerd Lake Dam)

DEVELOPMENT OF THE 2013 BUDGET

The process was driven by four objectives:

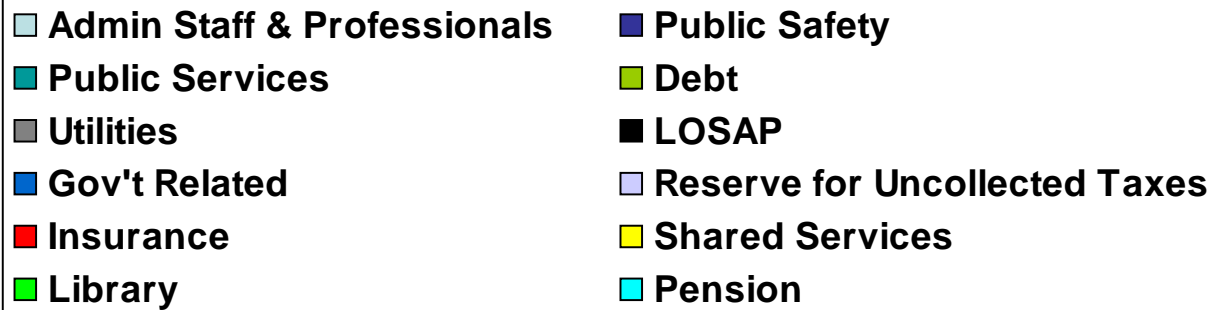
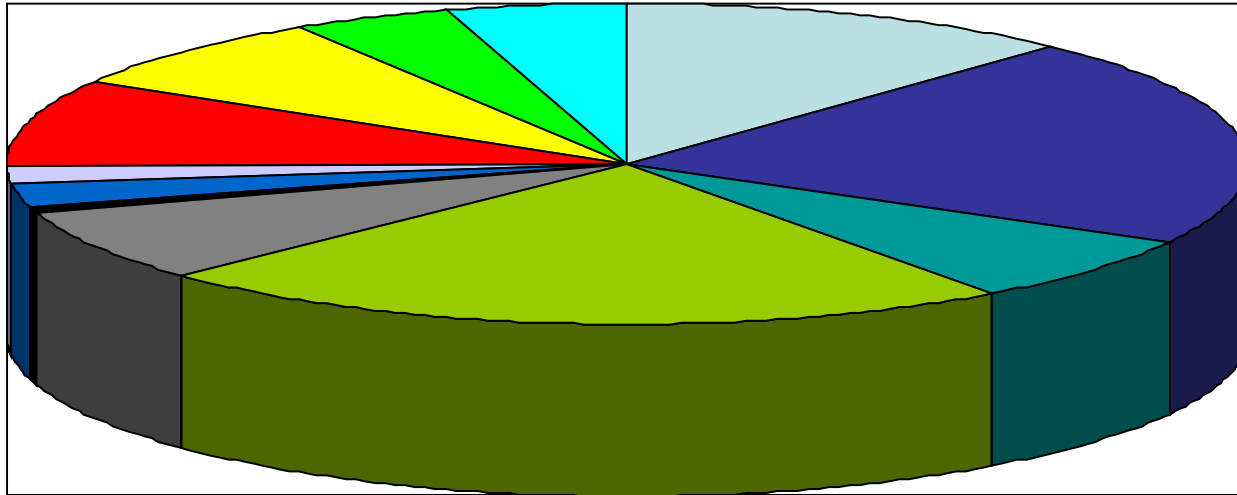
1. Keep controllable operating expenses manageable
2. Decrease debt
3. Monitor the use of surplus to maintain AAA bond rating and plan for tax appeals
4. Maintain level of service that makes Cranbury a place people want to live

2012 ACCOMPLISHMENTS

- Planning for Second Round of Tree Grant
- \$400,000 Green Acres Payment for Reinhardt Property
- Renegotiation of Monroe Shared Services Agreement
- Awarded Safe Routes to School Grant for \$255,000
- Planning of Downtown Beautification Project
- Presentation of the Brainerd Lake Dam Project
- Cranbury Maintains AAA Bond Rating

	<u>2012</u>	<u>2013</u>
Operating Budget	\$8,686,956	\$8,869,448
Debt Service	\$2,261,433	\$2,520,001
Less Open Space Tax	\$308,602	\$308,841
Net Debt Service	\$1,952,831	\$2,211,160
Capital Improvement Fund and Capital Projects	\$20,000	\$20,000
Reserve for Uncollected Taxes	\$173,015	\$195,324
Total	\$10,822,802	\$11,295,932
Non-Surplus Revenues	\$3,120,269	\$3,599,235
Remainder to be Funded	-\$7,702,533	-\$7,696,697
Use of Surplus	\$1,371,000	\$1,359,922
Amount to be Raised by Taxes	-\$6,331,533	-\$6,336,775
Total Assessed Value	\$1,543,009,835	\$1,544,203,591
Tax Rate w/o Use of Surplus	\$0.50	\$0.50
	0.410337	0.410359
Open Space Tax	\$0.020	\$0.020
.410=AMOUNT TO BE RAISED BY TAXES-1(TOTAL ASSESSED VALUE/100)		
.410-.410 = .000TAX INCREASE		
Inside CAP limit @ 3.5% = \$7,483,712.77		
Inside CAP limit @ 2% = \$7,384,833.79		
Inside CAP budget \$6,771,497.04		

CRANBURY TOWNSHIP MUNICIPAL BUDGET 2013 \$11,295,932



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>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Assessed Value	\$1,851	\$1,787	\$1,696	\$1,600	\$1,543	\$1,544
Budget*	\$10.5	\$10.6	\$10.3	\$10.3	\$10.3	\$10.3
Amount to be Raised by Tax	\$7.0	\$6.7	\$6.3	\$6.3	\$6.3	\$6.3

Per Million Dollars

*Less Grants and Note Paydown

STATE MANDATED EXPENSES

• PERS (Pension)	\$162,811
• PFRS (Pension)	\$354,881
• DCRP (Pension)	\$2,882
• Library	\$495,245
• Planning Board Member Training	\$1,000
Total	\$1,016,819

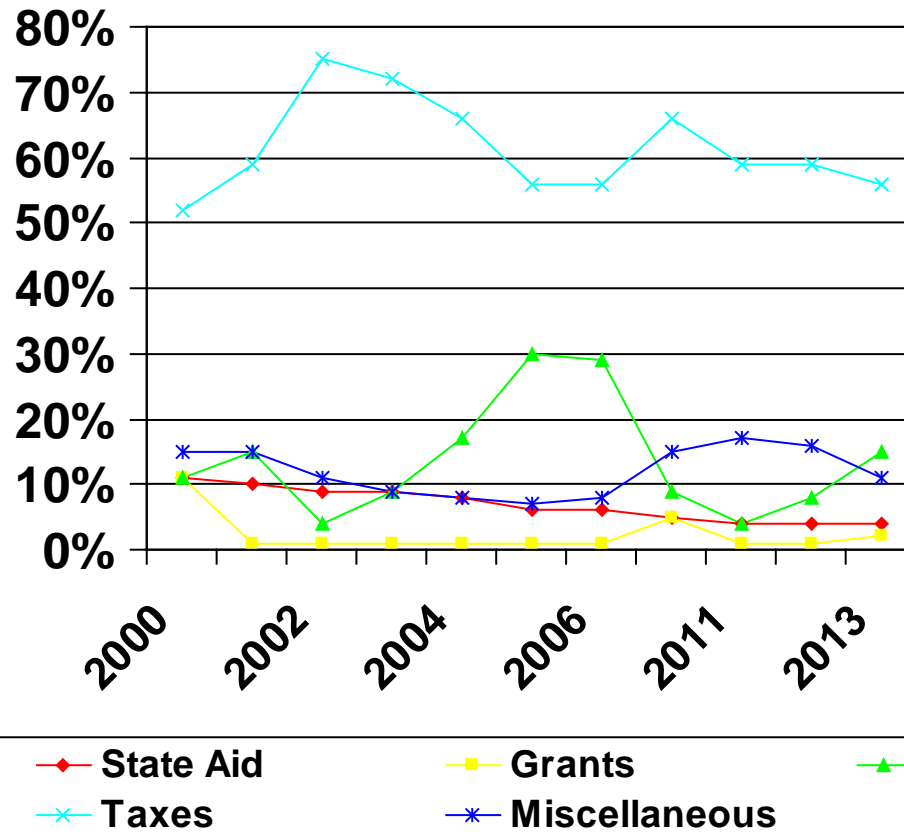
9% of TOTAL OPERATING BUDGET

2013 REVENUES

Total Anticipated = \$11,295,932

- Tax Revenue = \$6,336,775 (56%)
- Miscellaneous = \$1,215,600 (11%)
- Special Items = \$1,656,449 (15%)
- Grants = \$260,166 (2%)
- State Aid = \$467,020 (4%)
- Surplus = \$1,359,922 (12%)

ANTICIPATED REVENUE TREND



DETAIL OF SURPLUS

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Available	\$4.9	\$4.6	\$4.9	\$4.0	\$3.4
Used	\$1.5	\$1.1	\$1.7	\$1.3	\$1.3
Replaced	\$1.2	\$1.4	\$.8	\$.7	\$.7 est

Per Million Dollars

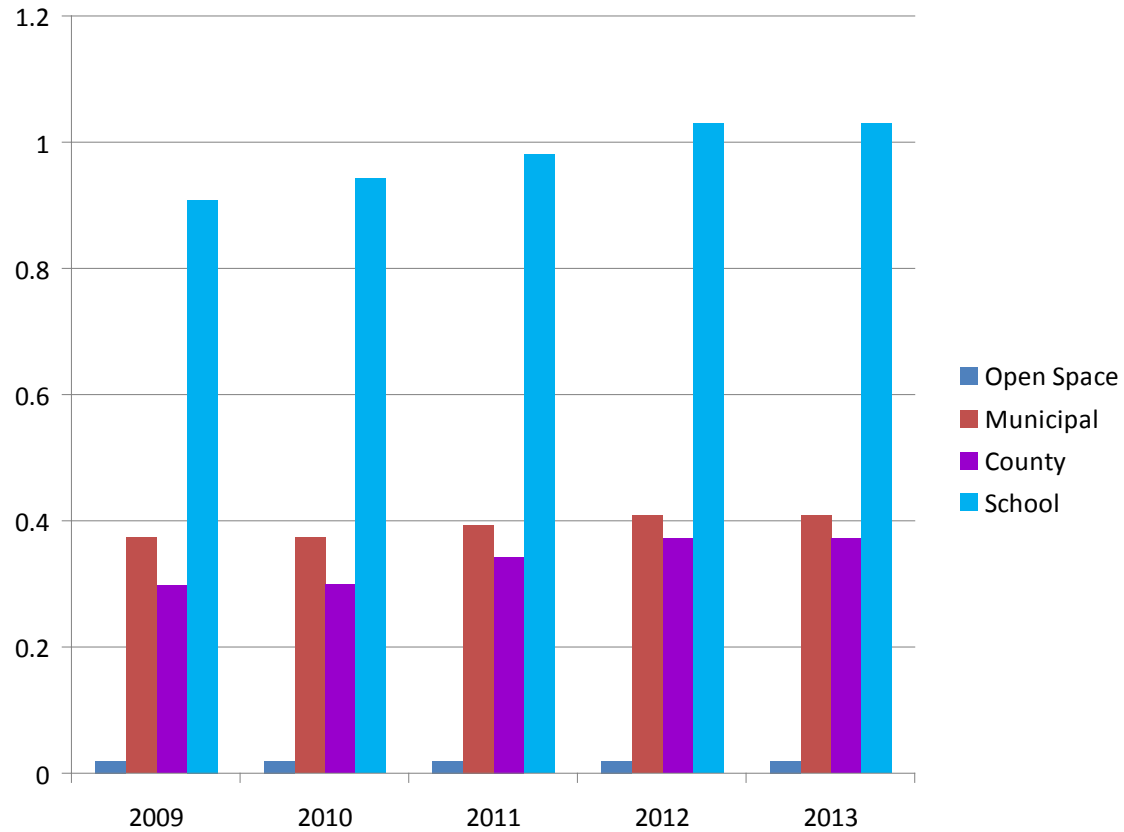
**SURPLUS
ANALYSIS**

	Balance January 1	Surplus Used in Budget	Surplus Added in Tax Year	Balance December 31	Surplus Replenishme nt	Municipal Tax Rate	Revenue Per .01 Tax Levy
2002	\$1,950,267.35	\$1,565,000.00	\$3,548,209.41	\$3,933,476.76	227%	0.650	\$45,815
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	\$700,000.00	\$2,795,625.75	55%	0.41	\$154,420

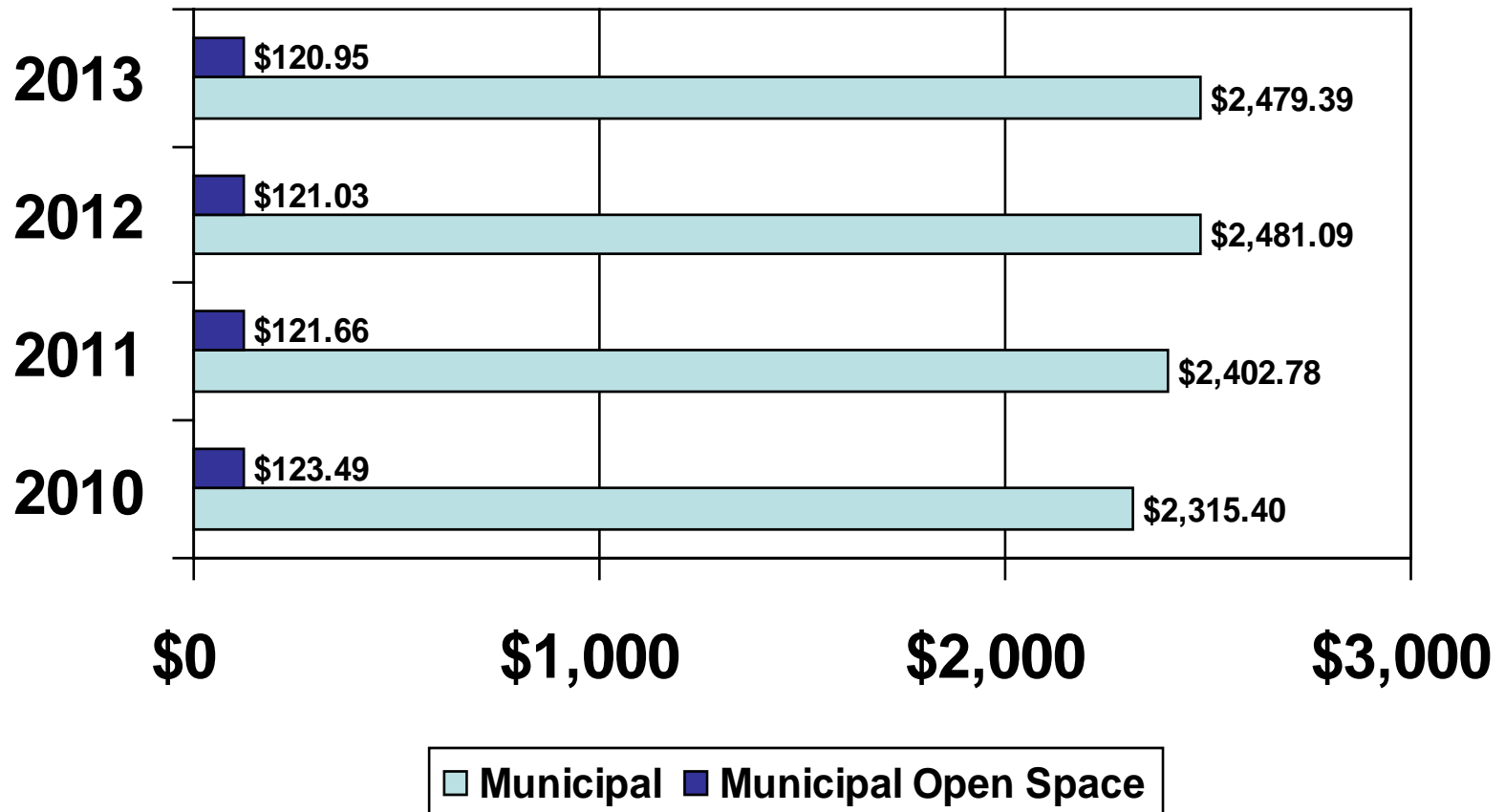
DETAIL OF TAXES

	2012	2013
Assessed Value	\$1,543,009,835	\$1,544,203,591
Municipal Tax Rate (Includes Library)	.410	.410
Average Household Assessment	\$605,143	\$604,729

TAX RATE COMPARISON



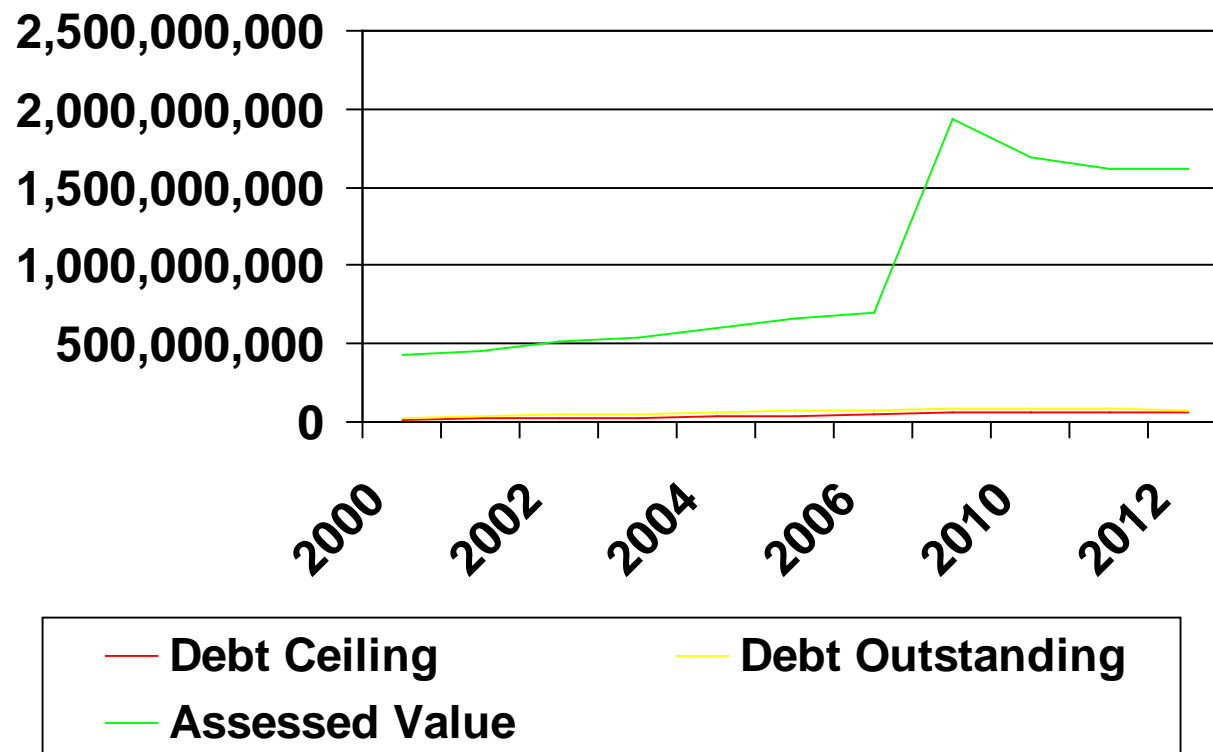
AVERAGE ASSESSMENT BY TAX RATE (equals \$604,729 for 2013)



<u>BOND</u>	<u>ORIGINAL AMOUNT</u>	<u>INTEREST RATE</u>	<u>PRINCIPAL PD TO DATE</u>	<u>INTEREST PD TO DATE</u>	2013 PAYMENT <u>PRINCIPAL</u>	2013 PAYMENT <u>INTEREST</u>	<u>BALANCE O/S 12/31/13</u>
2005 GENERAL	\$6,241,000.00	3.75% - 4.10%	\$2,500,000.00	\$1,424,167.50	\$500,000.00	\$144,390.00	\$3,241,000.00
2005 SEWER	\$2,018,000.00	3.75% - 4.10%	\$550,000.00	\$495,112.50	\$100,000.00	\$57,900.00	\$1,368,000.00
2002 REFUND	\$1,355,000.00	3.375% - 3.8%	\$1,080,000.00	\$314,450.02	\$140,000.00	\$10,310.00	\$135,000.00
2009 REFUND	\$9,490,000.00	2.549% - 4.00%	\$2,195,000.00	\$1,142,217.50	\$680,000.00	\$263,625.00	\$6,615,000.00
EDA FIREHOUSE	\$300,000.00	1.50%	\$270,000.00	\$46,862.50	\$15,000.00	\$450.00	<u>\$15,000.00</u>
							\$11,414,000.00

		<u>INTEREST RATE</u>	2013 PAYMENT <u>PRINCIPAL</u>	<u>BALANCE O/S 12/31/13</u>
<u>BOND ANTICIPATION NOTES</u>				
JANUARY 2012	\$5,666,000.00	2.00%	\$647,500.00	\$0.00
SEPT 2012	\$331,048.00	2.00%	\$331,048.00	\$0.00
JANUARY 2013	\$5,018,500.00	1.50%	\$0.00	\$5,018,500.00
Not Issued Yet	\$605,450.00	TBD		\$559,645.00
			<u>\$978,548.00</u>	<u>\$5,578,145.00</u>

DEBT HISTORY



CRANBURY TOWNSHIP RESOLUTION # R 04-13-052

CAPITAL BUDGET AMENDMENT

Whereas, the local capital budget for the year 2013 was adopted on the 8th day of April, 2013 and,

Whereas, it is desired to amend said adopted capital budget section.

Now, Therefore, Be It Resolved, by the Township Committee of the Township of Cranbury County of Middlesex, that the following amendment (s) to the adopted capital budget section be made:

RECORDED VOTE
(Insert last names) AYES

(Cook
(Goetz
(Mulligan
(Taylor
(Johnson

NAYS
(
(
(
(
(

ABSTAIN
(
(
ABSENT
(
(

TO ADD
CAPITAL BUDGET (Current Year Action)
2013

PLANNED FUNDING SERVICES FOR CURRENT YEAR 2001

1	2	3	4	5a	5b	5c	5d	5e
<u>Project Title</u>	<u>Project Number</u>	<u>Estimated Total Cost</u>	<u>Amounts Reserved In Prior Years</u>	<u>2013 Budget Appropriation</u>	<u>Capital Improvement Fund</u>	<u>Capital Surplus</u>	<u>Grants in Aid And Other Funds</u>	<u>Debt Auth</u>
Acquisition of Water Tower Property	24	\$185,000			\$9,250			\$175,750
Total 2001 Capital Budget		<u>\$ 2,570,000</u>			<u>\$109,110</u>			<u>\$2,073,090</u>

5 YEAR CAPITAL PROGRAM 2013-2017

Anticipated Project Schedule and Funding Requirement

1	2	3	4	Funding Amounts Per Budget Year					
<u>Project</u>	<u>Project Number</u>	<u>Estimated Total Cost</u>	<u>Estimated Completion Time</u>	<u>5a 2013</u>	<u>5b 2014</u>	<u>5c 2015</u>	<u>5d 2016</u>	<u>5e 2017</u>	<u>5f 2018</u>
Acquisition of Water Tower Property	33	\$185,000	2013	\$185,000					
Total 2001-2005 Capital Programs		<u>\$16,851,000</u>		<u>\$2,570,000</u>	<u>\$7,391,000</u>	<u>\$3,410,000</u>	<u>\$3,259,000</u>	<u>\$175,000</u>	<u>\$46,000</u>

CERTIFICATION

I, Kathleen R. Cunningham, Clerk, hereby certify that this is a true copy of a resolution which was adopted by the Township Committee at a regular meeting held on April 8, 2013.

Kathleen R. Cunningham, RMC
Municipal Clerk

**PLANNING BOARD &
ZONING BOARD OF ADJUSTMENT
TOWNSHIP OF CRANBURY**

*23-A NORTH MAIN STREET
CRANBURY, NEW JERSEY 08512
(609) 395-0900, Ext. 221
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MEMORANDUM

TO: Honorable Mayor and Members of Committee
Planning Board Members & Professionals
Denise Marabello, Township Administrator
Kathleen R. Cunningham, Township Clerk
Steve Goodell, Esquire, Township Attorney

FROM: Josette C. Kratz, Planning & Zoning Administrative Officer

DATE: April 8, 2013

RE: **CRANBURY TOWNSHIP ORDINANCE # 03-13-10** – AN
ORDINANCE OF THE TOWNSHIP OF CRANBURY, MIDDLESEX
COUNTY, NEW JERSEY, FURTHER REVISING CHAPTER 150,
“LAND DEVELOPMENT,” OF THE CODE OF THE TOWNSHIP OF
CRANBURY BY ADDING THERETO A DEFINITION OF
“SUPERMARKET” AND BY AMENDING THE CONDITIONAL USE
STANDARDS APPLICABLE TO CONVENIENCE STORES AND
FUEL SERVICE STATIONS IN THE GENERAL COMMERCIAL
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PLANNING BOARD ORDINANCE 03-13-10**

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Respectfully submitted,

Josette C. Kratz, Planning Board Secretary