

TOWNSHIP COMMITTEE MEETING
September 23, 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 Denise Marabello, Township Administrator/Director of Finance; and Kathleen 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.
- (4) Sent to those individuals who have requested personal notice.

Regular Township Committee Minutes of September 9, 2013

On motion by Mr. Taylor, seconded by Mr. Mulligan, and unanimously carried, the Regular Township Committee Minutes of September 9, 2013 were adopted.

Closed Session Minutes of September 9, 2013

On motion by Mr. Taylor, seconded by Ms. Goetz, and unanimously carried, the Closed Session Minutes of September 9, 2013 were adopted.

Reports and Communications

--Mayor

Mayor Johnson reported he attended the DRC and Planning Board meetings. He reported he met with a resident who is concerned about the feral cat population. Mayor Johnson reported there were 35 fire calls since August 1st.

--Township Committee

Mr. Cook addressed the feral cat situation, stating food left out by the Senior Housing attracts raccoons and skunks. Mr. Cook stated a raccoon is coming through the cat door in his garage to get to cat food.

Ms. Goetz clarified the resident wanted to meet with the Township because she believes there is a better way for the Township to handle feral cats. Ms. Goetz explained if feral cats are captured and brought to the shelter, there is little chance they will be adopted. The resident felt catching, neutering and returning the feral cats would allow the population to become stable. Ms. Goetz reported the resident asked that a committee be established to address the feral cat population at a Work Session. She stated approximately 25 other municipalities are addressing the problem. Ms. Goetz reported there is also a sick fox in the area, and Animal Control has placed a trap to try to catch it.

Ms. Goetz reported the Environmental Commission is working on the Reinhardt property. She stated the EC will be out on the Reinhardt property on October 5th from 9:00 a.m. to 12:00 noon

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--Township Committee

Ms. Goetz (cont'd.)

with the Princeton Environmental Club and the Boy Scouts to begin to lay out the trail. Ms. Goetz stated other volunteers are also welcome. She stated the trees being planted from the Turnpike Reforestation Grant look wonderful and stated the Turnpike Tree Subcommittee did a great job.

Mr. Taylor stated he had nothing to report this evening; however, he stated he wanted to stress using caution when dealing with feral cats because of the risk of rabies.

Reports and Communications

--Subcommittees

There were no Subcommittee reports.

Agenda Additions/Changes

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

Public Comment (For Items on the Agenda)

Mayor Johnson asked if the public had any comments on agenda items. Hearing no public comment, the Mayor closed the public portion of the meeting.

Ordinance

Second Reading

Cranbury Township Ordinance # 09-13-24

A motion to enter an Ordinance entitled, Cranbury Township Ordinance # 09-13-24 "AN ORDINANCE OF THE TOWNSHIP OF CRANBURY, IN MIDDLESEX COUNTY, NEW JERSEY, AMENDING TOWNSHIP CODE CHAPTER 150.13 USES PERMITTED IN ALL NONRESIDENTIAL ZONES" was presented for second reading and final adoption. The Ordinance was published in the Cranbury Press, posted on the Township Bulletin Board and copies were available to the public. In addition, Ms. Cunningham reported the Ordinance was sent to the Planning Board for its review. The Mayor opened the public hearing on the Ordinance. No one present wished to speak, so the hearing was declared closed. On motion by Mr. Mulligan, seconded by Mr. Taylor, the Ordinance was adopted by vote:

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

Resolution

On motion by Mr. Mulligan, seconded by Mr. Cook and unanimously carried, the following Resolution was passed by vote:

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

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Cranbury Township Resolution # R 09-13-107

WHEREAS, the Middlesex County Board of Chosen Freeholders desire to provide for the orderly development of wastewater facilities within Middlesex County; and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) requires that proposed wastewater treatment and conveyance facilities and wastewater treatment service areas, as well as related subjects, be in conformance with an approved WQM plan; and

WHEREAS, the NJDEP has established the WQM plan amendment procedure as the method of incorporating unplanned facilities into a WQM plan; and

WHEREAS, a proposed WQM plan amendment noticed in the New Jersey Register on October 7, 2013 for the Future Wastewater Service Area (FWSA) map has been prepared by the Middlesex County Office of Planning;

NOW, THEREFORE, BE IT RESOLVED on this 23rd day of September, 2013, by the governing body of Cranbury Township that:

1. The Township of Cranbury hereby consents to the amendment entitled "Future Wastewater Service Area (FWSA) Map", and publicly noticed on October 7, 2013, prepared by the Middlesex County Office of Planning, for the purpose of its incorporation into the applicable WQM plan(s).
2. This consent shall be submitted to the NJDEP in accordance with N.J.A.C. 7:15-3.4 and to the Middlesex County Office of Planning, Division of Comprehensive Planning and the Environment.

Consent Agenda
Resolutions

Mayor Johnson asked the Committee if they wished to address any Consent Resolutions separately. Concerning Resolution # R 09-13-109 for the rejection of the Main Street Downtown Beautification Project, Mr. Taylor inquired if the bid could be awarded if the bidder returned with corrected documentation. Ms. Marabello stated the information that was incorrect was deemed as non-responsive by the Township Attorney because the Surety Bond listed the wrong Township and did not list the correct phases of the project. Ms. Marabello explained there are certain forms that may be resubmitted and others that cannot as determined by legal review. She explained this bid must be rejected before the project can be re-bid. Mr. Mulligan stated he was losing track on the various "Phases" of the Beautification Project." Mr. Cook reported the entire project has been specked out and the funding is in phases because there was not enough funding to do the whole project at one time. Ms. Goetz reported Phases I and II cover everything the Committee requested except the blue stone which will be covered in Phase III as well as expanding the area. Phases I and II cover the west side of North Main Street from School House Lane to Gil and Bert's, including the reconfiguration of the intersections at Park Place and Main Street and School House Lane. Ms. Marabello stated Phase III will extend the western side north to Bunker Hill and south to the Bridge. There being no further questions or comments, the Mayor asked for a motion to approve the Consent Agenda Resolutions. On motion by Mr. Taylor, seconded by Mr. Mulligan, the Consent Agenda Resolutions were passed by vote:

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Cranbury Township Resolution # R 09-13-111

Township of Cranbury

Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the Resurfacing of Brick Yard Road Project

NOW, THEREFORE, BE IT RESOLVED that Council of Cranbury formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk authorize to submit an electronic grant application identified as MA-2014-00305 to the New Jersey Department of Transportation on behalf of the Cranbury Township.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of Cranbury Township and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Cranbury Township Resolution # R 09-13-112

Township of Cranbury

Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the Main Street Downtown Beautification Phase III Project.

NOW, THEREFORE, BE IT RESOLVED that Council of Cranbury formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk authorize to submit an electronic grant application identified as MA-2014-00298 to the New Jersey Department of Transportation on behalf of the Cranbury Township.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of Cranbury Township and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Cranbury Township Resolution # R 09-13-113

REJECTING BIDS FOR CRANBURY FIRE COMPANY
SPECIAL SERVICES APPARATUS

WHEREAS, at the September 10, 2013 bid opening, three (3) bids were received for the Cranbury Fire Company Special Services Apparatus from Continental Fire, Marian Wisconsin; Absolute Fire Protection, South Plainfield, NJ; Emergency Vehicles, Inc., Lake Park, FL. and;

WHEREAS, NJSA 40A:11-13.2(b) allows the governing body to reject all bids when the lowest bid substantially exceeds the contacting unit's appropriation (\$400, 000) for the goods and service.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Cranbury Township, County of Middlesex, State of New Jersey, that the bids for the Cranbury Fire Company Special Services Apparatus from Continental Fire, Marian Wisconsin; Absolute Fire Protection, South Plainfield, NJ; Emergency Vehicles, Inc., Lake Park, FL. are hereby rejected pursuant to NJSA 40A:11-13.2 (b).

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Cranbury Township Resolution # R 09-13-114

A RESOLUTION AUTHORIZING THE RELEASE OF A
PERFORMANCE GUARANTEE FOR ST. DAVID'S CHURCH

WHEREAS, by letter dated September 4, 2013, St. David's Church 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 September 16, 2013 (attached hereto as "Exhibit A") recommended that the following performance guarantee be released:

Cash	\$13,455.00
Performance Bond	\$86,837.00

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) St. David's Church

Work Session

Mr. Taylor recused himself and left the dais.

- a). Discussion of Possible Incentives Intended to Help Recruit New Members of the Cranbury Township Volunteer Fire Company
Mayor Johnson reported he had some discussions with the Fire Chief about a menu of incentives that the Fire Company feels would be helpful in recruiting new volunteers. Mayor Johnson stated the incentives involve a number of Board and Commissions and Departments in Town Hall. He suggested tabling this discussion until the Committee has had the opportunity to consult with Board of Recreation, Construction Department, and others for feedback before having this discussion. Mr. Mulligan stated after looking at the incentives, he is not sure this is enough and perhaps another type of package will need to be offered. Ms. Goetz asked the status of the Fire Company's recruiting and asked how many more members are needed to be effective. Mayor Johnson clarified the Fire Company is currently very effective; however, as the squad ages, future replacements must be considered. Mr. Mulligan suggested the Township Committee may want to address retention, as well as recruitment. Mayor Johnson reported the next Recreation Board meeting is on October 17th so it would be best to schedule this item on the October 28th Township Committee Meeting.

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Work Session (Continued)

- a). Discussion of Possible Incentives Intended to Help Recruit New Members of the Cranbury Township Volunteer Fire Company (Mr. Taylor cont'd.)

As a tax payer in the Township, Mr. Jay Taylor, South Main Street, suggested staying away from offering monetary incentives due to the fiscal climate. Mr. Taylor stated waiving fees would put the least fiscal constraint on the Township. He stated a few of the current members have small children and could benefit from recreation or camp fees being waived. Older members could benefit on construction fees being waived. Mr. Taylor stated incentives may attract additional members to join who are available for calls during the day or on weekends. Mr. Taylor stated other municipalities were canvassed to see what they are offering. Mayor Johnson stated this will be on the October 28th Agenda as a Work Session item.

Mr. Taylor returned to the dais.

- b). Review by the Township Committee on the "Best Practices Check List"

The Township Committee reviewed and discussed the "Best Practices Check List for 2013" with Ms. Denise Marabello, Township Administrator/Chief Financial Officer. Ms. Marabello stated the "Best Practices Check List" is reviewed every year and covers different areas of budgeting and accounting controls. She stated 50 questions were answered and as long as 41 to 50 questions are answered with a "yes", the Township receives full funding. Ms. Marabello reported Cranbury had 45 "yes" answers. Mayor Johnson asked if action was required, and Ms. Marabello stated she and the Clerk, Ms. Cunningham, have to certified it was discussed at a meeting.

Reports from Township Boards and Commissions

Mr. Tom Connolly, Member of Parks Commission, discussed with the Township Committee a bench to be placed in a Township Park in memory of Tommy Jondahl, a long-time resident and his personal friend. Mr. Connolly stated he has been working with the Jondahl family and Ms. Pat Marino, who has been collecting private donations. He stated Mr. Jerry Thorne, Public Works Manager, would assist in the ordering and placement of the bench. Mr. Connolly stated the Jondahl family approved the wording for the plaque: "With Love, With Laughter, We Remember Tommy Jondahl." Mr. Connolly suggested the location for placement and the type of bench to be purchased (the same bench was purchased in Judy Dossin's memory.) He stated the funds have already been raised to purchase the bench. Mr. Connolly asked the Township Committee how the bench should be purchased, and Ms. Marabello stated they could purchase the bench directly. Mr. Cook stated the information was well presented and thought the bench was a good idea. Mayor Johnson asked how the bench would be installed, and Mr. Connolly replied he would rely on Mr. Thorne's direction for the best installation. Mayor Johnson asked for a motion to approve the installation of a bench in a park in honor of Tommy Jondahl. On a motion by Mr. Mulligan, seconded by Mr. Taylor and unanimously carried, approval to have a bench placed in a Township Park in memory of Tommy Jondahl was adopted by vote:

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

Abstain: (None
Absent: (None

Nays (None

Reports from Township Staff and Professionals

--Administrator's Report

Ms. Marabello stated she had nothing to report.

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Reports from Township Staff and Professionals (Continued)

--Assistant Administrator's Report

Ms. Cunningham stated she had nothing to report.

Public Comment

The Mayor opened the meeting to public questions and comment.

Michael Frost, Stockton Street, discussed with the Township Committee the concept for his Eagle Scout Project. Ms. Marabello explained to the Township Committee Michael will need to present his proposal to the Board of Recreation Commissioners and the Parks Commissions to get the approval from both Boards before she signs off on the project. Michael's mother, Mrs. Jill Frost, explained the proposal is time sensitive as they are hoping to do fundraising in October. Michael stated he hoped to do a pumpkin roll down "Dirt Mountain" in Village Park. He explained how the Pumpkin Roll would be organized and stated fellow Scouts would help in cleaning up the pumpkins. Michael stated his proposal includes the construction of a kiosk with the layout and description of Village Park as well as planting some trees near the bleachers for shade. Ms. Marabello stated Shade Tree would need to be involved if trees were to be planted. Michael received a letter from the Police Department approving the Pumpkin Roll event.

On motion by Mr. Taylor, seconded by Mr. Mulligan and unanimously carried that, pending approval from the Parks Commission, the Township Committee grants approval to Michael Frost to conduct a Pumpkin Roll Contest as his fund raising event for his Eagle Scout Project was adopted by vote:

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

Ms. Helene Hughes, Wynnewood Drive, stated she was happy to see the waste management system behind her house and asked for a status on the work. Ms. Marabello confirmed that is the pump station currently being worked on. Mr. Cook stated venting and smell should go away once the pumps are swapped and the new pumps are operational. Mr. Cook stated the new pump should handle volume better than previous pumps. Ms. Hughes asked for a time estimate on the completion of the project, and Ms. Marabello stated the Township is waiting for the delivery of the pumps, in a couple of months. There being no additional comment, the Mayor closed the public portion of the meeting.

Mayor's Notes

Mayor Johnson reported there were no Mayor's notes.

Mayor Johnson made the appointment of Mr. Dave Marabello, as Second Alternate, to the Environmental Commission.

Resolution

On a motion by Mr. Taylor, seconded by Mr. Mulligan and unanimously carried, the following Resolution was adopted by vote:

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Resolution (Continued)

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

Cranbury Township Resolution # R 09-13-115

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. 10:4-12b (7) Contract Negotiations" and
"N.J.S.A. 10:4-12b (5) (Land Acquisition): Discussion of
possible land acquisition.

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.

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On a motion by Mr. Taylor, seconded by Mr. Mulligan and unanimously carried, the meeting returned to Open Session at 8:41 p.m.

On a motion by Mr. Cook, seconded by Mr. Taylor and unanimously carried, the meeting adjourned at 8:43 p.m.

Kathleen R. Cunningham, RMC
Municipal Clerk