

TOWNSHIP COMMITTEE MEETING
BUDGET MEETING
February 2, 2019

The Township Committee Budget Meeting of the Township of Cranbury was held at 9:00 a.m. in the Town Hall Meeting Room. Answering present to the roll call were Township Committee members: Glenn Johnson, Michael Ferrante, Matt Scott, Dan Mulligan and Mayor Taylor. Also present were Denise Marabello, Township Administrator/CFO; and Debra Rubin, Municipal Clerk. Mayor Taylor led in the salute to the flag, and Ms. Rubin 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:

Posted on January 28, 2019 on the Bulletin Board of the Municipal Office at 23-A North Main Street, Cranbury, New Jersey and remains posted at that location.

Communicated to the Cranbury Press, Home News Tribune and Trenton Times on January 28, 2019.

Filed on January 28, 2019 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.

Sent to those individuals who have requested personal notice.

Ms. Marabello announced that there would be a change on the agenda. "Police Budget – Operating and Capital" would be moved before "Shade Tree Commission".

Police Chief Varga and Lieutenant DeChiara advised that there would not be an increase in the Operating Expenses for 2019. They further discussed requests made within the Capital Budget which include; vehicle purchases, message boards and computer equipment. All were approved by the Township Committee.

Kathy Easton, Chairperson, Shade Tree Commission discussed request for additional funds in membership/dues/training line item. Ms. Easton requested additional funds for pruning in Heritage Park and finish tree planting within Four Seasons. After further discussion the Township Committee approved the total request of \$84,000 with the understanding that these funds will complete the plantings within Four Seasons. No further action will be taken at Four Seasons in the future and that Four Seasons have agreed to maintain all the trees that the township has replaced. Mr. Ferrante added that the entire Shade Tree Commission should be commended for all their hard work and dedication. The Committee clarified that the training line item would not be increased.

Lisa Rue, Chairperson, Parks Commission discussed the request for additional \$5,000 to focus on Village Park. She advised that the pavilion needs a new roof and the gazebo needs new steps, along with painting. Mr. Mulligan asked for a quote on the pavilion roof while Mr. Taylor suggested Ms. Rue meet with Construction Office to inspect the roof and confirm its replacement need. Mrs. Rue to bring additional information to the Township Committee regarding the request.

Municipal Alliance – The Township Committee agreed to the request of additional \$3,000 for Parent Outreach program.

Fire & First Aid – Mr. Charles Smith, Mr. John Nichols and Mr. Michael Kervan were present. Discussion regarding how to implement and use an additional \$35,000 donation would be used. After various options were discussed, it was decided that the First Aid Squad would provide an annual audit for the Township Administrator to review. It was agreed that the initial \$70,000 donation would be provided after adoption of the budget and the additional \$35,000 would be supplied after the township's receipt of the audit.

(Mr. Taylor recused himself and left the dais during Fire Department discussion)

Mr. Kervan discussed a \$25,000 increase in capital and explained the use of the township's donation in the past year. The department is asking for an increase to the maximum amount allowed by law, which

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is \$150,000 donation. The Township Committee agreed to increase the donation amount to total \$150,000.

Mr. Kervan advised that the LOSAP per member increased however the overall budget decreased due to less membership. They further requested that the township pay the cost for each member's service fee for account changes regarding LOSAP at a cost of approximately \$6,800. The Township Committee did not agree to fund the members service fees.

Library – Kirstie Venanzi, Marilyn Mullen and Dave Fletcher were present to discuss the Library budget. Mayor Taylor asked that the premise that they were not underspending on purpose for the new Library be added to the record. Mr. Mulligan suggested holding the State accountable for not having the Library Construction Bond move along faster. Mr. Taylor added to have a write in campaign started by the residents. A letter from the Township Committee to be prepared and sent to Governor Murphy with a copy to the senator and assemblymen.

Code Enforcement – Discussion regarding hiring part time Code Enforcement Officer who would also meet the state requirements in 2019 to have a "Municipal Humane Law Enforcement Officer". The Township Committee did not agree in a Code Enforcement position but did permit the review of a part-time Public Works employee who could do this work and general Public Works duties. The Committee left it up to Ms. Marabello as to how to address the "Municipal Humane Law Enforcement Officer". Ms. Marabello will prepare a job description for the part time position to review with the Personnel Subcommittee. The Township Committee agreed to keep the position in the budget.

Capital Plan – Various items were discussed and approved, including Brainerd Lake Maintenance, road repairs, vehicle purchases and computer (hardware & software). The Committee agreed to the additional \$50,000 for lighted crosswalk project. More information was requested from the Township Engineer regarding Plainsboro Road drainage.

Salary Pool – The Township Committee agreed with the 3% salary pool presented. They also agreed to a \$1.00 an hour increase in the top level of Crossing Guards.

Operating Expense Increases – Ms. Marabello presented the line item increases.

Use of Surplus and Tax Rate – The Township Committee agreed to a \$0.10 tax decrease for Cranbury residents. Approximately \$2,000,000 of surplus will be utilized for the tax decrease.

Public Comment

The Mayor opened the meeting to public comment. No public comment.

Mayor Taylor closed the public comment portion of the meeting.

Mayor Taylor requested a motion to adjourn. On motion by Mr. Johnson, seconded by Mr. Ferrante and unanimously carried, the meeting adjourned at 3:00 p.m.

Debra A. Rubin, RMC
Municipal Clerk