

TOWNSHIP COMMITTEE MEETING
JANUARY 12, 2009

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: Winthrop Cody, Thomas F. Panconi, Jr., Richard Stannard, David J. Stout and Mayor Pari Stave. Also present were: Trishka Waterbury, Esquire, Attorney, Christine Smeltzer, Administrator and Kathleen R. Cunningham, Clerk. Mayor Stave 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 1, 2008 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 1, 2008.
- (3) Was filed on December 1, 2008 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.

Reports and Communications

--Mayor

Mayor Stave reported the Township Committee had a Budget Meeting on Saturday, January 10, 2009 which lasted approximately six (6) hours and a lot of progress had been made. Among the decisions that were made were to freeze the salaries of the Township Committee for the third year in a row, eliminate the mailing of the bi-annual Township newsletter. It will be formatted to be posted on the Township's web site and print some copies for Town Hall and the Library for those residents who do not have internet capability. The Township is also looking at ways to reduce the use of paper wherever possible. All of the documents the Township Committee receives on a weekly basis will no longer be copied. Also, whenever office supplies are ordered for Town Hall, they will always be the plain "vanilla", no colored paper clips variety, etc. Mayor Stave added the Township Committee is getting a lot of good ideas on ways to cut costs from its boards and committees as well as its staff.

Mayor Stave also reported she has asked the new Chair of the Board of Health, Dr. Daniel Notterman and the outgoing Chair, Cheryl Coyle, to attend the Township Committee meeting on January 26, 2009 to report to the Township Committee, the licensing of cats in the Township. The public is encouraged to attend the meeting as they will be discussing the reasons why this is necessary.

Mayor Stave will be meeting with the web master within the next few weeks to discuss how to make the Township's web site more resident friendly to find pending and adopted ordinances as well as other items. Ms. Stave stated the Township is striving to make communications more clearly to its residents.

--Members of Committee

Mr. Panconi reported he had his monthly meeting with the Fire Company last week and they have a new Chief who was not aware of the format that Mr. Panconi usually needs his information to report to the Township Committee, therefore, Mr. Panconi did not have his chart of fire alarms this month. Mr. Panconi reported there had been 13 calls for the month of December, four (4) of the calls were during the day and of those four (4)

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--Members of Committee (Continued)
Mr. Panconi (cont'd)

calls, one Public Works employee had made four (4) of the calls and the other employee had made three (3) of the four (4) calls. Nine calls were during the weekend and in the evening. Five (5) of the calls were alarm calls. Mr. Panconi reported he did not have a breakdown if any of the alarm calls were false alarm calls. For 2008 the Fire Department had a total of 219 calls.

Mr. Stannard reported he had his monthly meeting with Police Chief Edward Kahler. They discussed a number of investigations that are going on. Chief Kahler discussed his needs and wants for the 2009 Budget. Chief Kahler is well-prepared for the Budget hearings. Mr. Stannard commended Chief Kahler for keeping the Township Committee updated on various items.

Agenda Additions/Changes
There were none.

Resolutions
Consent

On motion offered by Mr. Stout, seconded by Mr. Stannard, the following Consent Agenda Resolutions were adopted by vote:

Ayes: (Cody	
(Panconi	Abstain: (None
(Stannard	Absent: (None
(Stave	
(Stout	

Nays: (None

Cranbury Township Resolution # R 01-09-003-A

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 01-09-004-A

A RESOLUTION APPOINTING A SAFETY DELEGATE AND
TO THE MID JERSEY MUNICIPAL JOINT INSURANCE FUND

BE IT RESOLVED, on this 12th day of January, 2009, by the Township Committee of the Township of Cranbury, County of Middlesex, State of New Jersey, that the appointment of Bruno Bertucci as Alternate Safety Delegate for Cranbury Township to the Mid Jersey Municipal Joint Insurance Fund be and is hereby authorized.

Cranbury Township Resolution # R 01-09-005-A

A RESOLUTION AWARDED A PROFESSIONAL SERVICES AGREEMENT TO CORNER
HOUSE FOR COUNSELING SERVICES

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Cranbury Township Resolution # R 01-09-005-A
(Continued)

WHEREAS, the Township of Cranbury seeks to retain the services of a counselor to provide counseling services in connection with the Township's Municipal Alliance Programs and more specifically, to conduct weekly counseling chat groups with middle school students at Cranbury School; and

WHEREAS, Corner House has offered to provide said services to the Township through the end of this year in consideration for payment of a fee of \$40.00 per hour and for the not-to-exceed contract amount of \$10,080.00; and

WHEREAS, sufficient funds are available for this purpose; and

WHEREAS, the contract amount does not exceed the Township's bid threshold; and

WHEREAS, the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., allows the Township Committee to award a services agreement not exceeding the bid threshold without competitive bidding;

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 Corner House to provide counseling services in connection with the Township's Municipal Alliance Programs and more specifically, to conduct weekly counseling chat groups with middle school students at Cranbury School.
2. Corner House shall be paid a fee of \$40.00 per hour. The total contract amount shall not exceed \$10,080.00 and the agreement shall terminate on December 31, 2009.

TOWNSHIP OF CRANBURY
COUNTY OF MIDDLESEX

Cranbury Township Resolution # 01-09-006-A

A RESOLUTION AWARDING A CONTRACT BETWEEN THE TOWNSHIP OF CRANBURY AND
RONALD GHRIST, C.P.A., R.M.A. FOR FINANCIAL CONSULTING SERVICES

WHEREAS, financial consulting services of the Township's Accountant, Ronald Ghrist, C.P.A. are needed; and

WHEREAS, the Chief Financial Officer has certified funds are available;

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Cranbury, that the Mayor and Clerk are hereby authorized to execute an Agreement between the Township of Cranbury and Mr. Ronald Ghrist, C.P.A., for a not-to-exceed amount of \$ 29,000.00.

Reports from Township Staff and Professionals

Monthly Report from Police Chief Edward Kahler

Chief Kahler reported total summonses was 131; cell phone violations: 8, DWI: 7, Speeding: 11. Expenditures, highest to lowest: Shift Coverage, Training and Shift Extensions. Chief Kahler gave the following "Report by Bureau": Traffic Bureau: In December, the Traffic Bureau conducted numerous intoxicated driving patrols. The patrols netted four (4) intoxicated drivers. The patrols were paid for using grant funds from the New Jersey Division of Highway Safety.

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Reports from Township Staff and Professionals (Continued)
Monthly Report from Police Chief Edward Kahler (cont'd)

Detective Bureau: The Detective Bureau reported it has made progress with two (2) drug cases and a theft case. All three (3) cases are still active. Fourteen new investigations were initiated in December. Six (6) of the new investigations were closed by the end of the month. CERT: A year-end meeting was conducted on December 9, 2008. The CERT team discussed their goals for 2009. It was suggested that the CERT team prepare shelters and participate in more drills. Chief Kahler reported the Bicycle Patrol had not been out at all during the month of December. Chief Kahler reported the following statistics for 2008: Investigations: 169, MV crashes: 244, Arrests: 145, Intoxicated Drivers: 39 and Summonses: 2,548. Bicycle Patrols: Over 50 (when a pair or group of officers are on bicycle patrol, only one report is filed). Mr. Stout asked if seven (7) D.W.I. arrests was a large number. Chief Kahler responded it is high and the arrests mainly occurred on Route 130 and Old Trenton Road. He attributed the high number to Holiday parties. Mayor Stave asked why the overtime appeared to be the highest in September. Chief Kahler reported it was due to Training and is usually high in September. Mr. Cody asked if the Traffic Officers do more than just traffic as he noticed a low number for the month of December for summonses. Chief Kahler responded the officers also have to backup the other officers. Mr. Cody asked how long the radar is performed by the police officers. Chief Kahler explained that there usually is a radar car positioned with an officer in it, however, a lot of time is spent out at the warehouses checking on vehicles that transport the employees to and from work as in a lot of instances, and those vehicles are not in conformance to State regulations.

Reports from Township Staff and Professionals

Ms. Smeltzer indicated she would be discussing with the Township Committee later on in the meeting the schedule for upcoming Budget Meetings.

Reports from Township Boards and Commissions

Ms. Kirstie Venanzi, President of the Library Board of Trustees, reported the Library will start "reconfiguring" the Library. The Library will be closed on Thursday, January 15, 2009, Saturday, January 17, 2009, Monday, January 19, 2009, Saturday, January 24, 2009, Monday, January 25, 2009 and Monday, January 26, 2009. During this time the School Library will not be open. In addition, Mr. John Haney, School Administrator and Principal, has announced that school students may not be picked up from the Library during this time, as the safety of the students is a priority during the reconfiguration. Ms. Venanzi reported the Library Board of Trustees and the School Board are continuing to work on a lease agreement with the School Board. Currently, the "sticking point" is the issue of insurance for the Library. Ms. Stave asked the terms of any monetary amount. Ms. Venanzi indicated there is a monetary amount the Library must pay the school; \$58,000 for the year. Ms. Venanzi requested the closings be posted on the Township's web site.

Updates on Township Projects

Ms. Smeltzer, Township Administrator, reported currently the Township covers the Library for Workers Compensation for its employees. The reason they are not covered for other items is due to the fact that they are on the School's property. Ms. Stave suggested the Township's Attorney take a look at the proposed lease just to have another "set of eyes". Mr. Stannard added, anyone that serves as a volunteer on the Library Board and any other Board, should have an "umbrella policy" on their homeowner's policy to make sure if they are sued that it covers service as a volunteer or officer.

Ms. Smeltzer reported the Township's Fair Share and Housing Plan had been delivered on December 31, 2008 by the Township's COAH Consultant, Ms. Mary Beth Lonergan.

Ms. Smeltzer reported the Township's Traffic Consultant, Andrew Feranda, is presently reviewing Dr. Alexander's parking space issue and will report to the Township Committee at the January 26th Township Committee.

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Updates on Township Projects (Continued)
Ms. Smeltzer (cont'd)

Ms. Smeltzer reported on the Regulation Ball Field: At this point in time the Township is working with the Township Attorney and Jeff Graydon, Zoning Officer is contributing his expertise in working with Hatch Mott MacDonald to discuss creating a final punch list for the contractor. Mr. Cody asked if the contractor has been paid in full. Ms. Smeltzer explained the contractor has a very substantial Performance Bond being held by the Township until the contractor satisfies the Township's requirements for the field.

Ms. Smeltzer reported she had sent to Comcast and the Office of Cable Television a draft ordinance. The last time she had spoken with the Office of Cable Television, they indicated to wait one month for Comcast to respond. Ms. Smeltzer expects to get some comments from the Board of Public Utilities and Comcast. She reported she has not heard from either.

Ms. Smeltzer reported Ms. Waterbury, Esquire, Township Attorney and Cathleen Marcelli, Township Engineer, as finalizing an agreement with the County for the Brainerd Lake Dam.

Ms. Smeltzer reported the Township has been requested by the County Planning Director to help the County with the Federal Stimulus Package, for what projects the stimulus package could cover. Brainerd Lake Dam would be one item, green energy; all of the Township's Public buildings would have solar panels, Plainsboro Road improvements and the Liberty Way Bridge.

Work Session

a). Discussion of 2009 Liaison Assignments by Township Committee

The Township Committee discussed the 2009 Township Committee members' liaison assignments and decided on the following. Mayor Stave stated, for the record, she would like to state that on member is expected and should be compelled to attend all of their respective Liaison Assignment meetings. She added, the Township Committee's roles as liaison to various boards and committees is to bring forward issues and she would like to bring in this forum is making more accountability from them to communicating to the Township Committee and the public so everyone has an opportunity to hear what is going on with the boards, committees and commissions and have an opportunity to discuss what is going on in a public forum. Mayor Stave recommended this be communicated to the boards, committees and commissions and ask the Chairs to come to the Township Committee meetings to let the members know what is going on. Mr. Stout offered to go to the Environmental Commission each quarter and see if there is anything that is a matter to be brought to the Township Committee's attention.

TOWNSHIP COMMITTEE LIAISON ASSIGNMENTS
2009

TOWNSHIP COMMITTEE MEMBER

LIAISON TO:

Winthrop Cody

Board of Education, Cranbury Housing Associates, Construction Official, Human Services, Municipal Alliance & Zoning Board.

Thomas F. Panconi, Jr.

Fire Co., First Aid Squad, & Public Works.

Richard Stannard

Business & Prof. Assn., Court, Historical & Preservation Society, HPC, Office of Emerg. Mgmt., Police & Planning Board.

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TOWNSHIP COMMITTEE LIAISON ASSIGNMENTS
2009
(Continued)

Pari Stave	Administrative & Executive, Arts Council, Board of Health, Buildings & Grounds, League of Mun., Parks Comm., Recreation Comm., Middlesex County Solid Waste.
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David Stout	Development Review Comm., Planning Board, Environmental Comm., Finance, Shade Tree & Tax Assessor.
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Mayor's Notes

Mayor Stave appointed Linda Scott as Cranbury Township's representative to the Middlesex County Solid Waste Advisory Council as the Alternate Representative.

Mayor Stave asked everyone to come prepared at the next meeting on January 26, 2009 to discuss subcommittees and the goals they have for 2009.

Public Comment

The Mayor opened the meeting to public questions and comments on those items not on the agenda. There being no comments, the Mayor closed the public part of the meeting.

Resolution

On motion offered by Mr. Stannard, seconded by Mr. Stout, the following resolution was adopted by vote:

Ayes: (Cody (Panconi (Stannard (Stave (Stout	Abstain: (None Absent: (None
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Nays: (None

Cranbury Township Resolution # R 01-09-007-A

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 subjects to be discussed in this session are:

--- Pending or Anticipated Litigation; N.J.S.A. 10:4-12b (7); Discussion of the status of real property tax appeal litigation.

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

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Cranbury Township Resolution # R 01-09-007-A
(Continued)

concerning litigation will be announced upon the conclusion of trial or settlement of that litigation or when the need for confidentiality no longer exists.

Date: January 12, 2009

On motion by Mr. Stannard, seconded by Mr. Stout and unanimously carried, the meeting returned to Open Session:

Ayes: (Cody	Abstain: (None
(Panconi	Absent: (None
(Stannard	
(Stave	
(Stout	

Nays: (None

Mayor Stave led the discussion concerning the schedule for the next Budget Meeting. A decision was made to meet on Monday, January 19, 2009 at 4:30 p.m. in the Township Meeting Room. Mr. Stout recommended the meeting only be for three (3) hours and end at 7:30 p.m.

Mr. Cody stated he had obtained information on the digital camera system for the police cars and found the system can be purchased cheaper than the price the police quoted in their budget.

On motion by Mr. Stout, seconded by Mr. Stannard and unanimously carried, the meeting adjourned at 8:45 p.m.

Kathleen R. Cunningham, Clerk