

TOWNSHIP COMMITTEE MEETING
JANUARY 3, 2005

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: Becky Beauregard, Thomas Panconi, Jr., Richard Stannard, Pari Stave and Township Committeeman-elect Stout, Trishka Waterbury, Esquire, Attorney, Frederick C. Carr, Administrator and Kathleen R. Cunningham, Clerk. Mr. Stannard 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 6, 2004 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 6, 2004.
3. Was filed on December 6, 2004 with a Deputy Municipal Clerk at the Cranbury Municipal Office, 23-A North Main Street, Cranbury, New Jersey and remains on file for public inspection, and
4. Sent to those individuals who have requested personal notice.

The Oath of Office was administered to Richard Stannard by Thomas Weidner, Esquire.

The Oath of Office was administered to David J. Stout by Trishka Waterbury, Esquire.

Election of Mayor

Mr. Carr, Township Administrator, asked for nominations for the Office of Mayor:

Mr. Stannard nominated Ms. Rebecca D. Beauregard for Mayor, Ms. Stave seconded the nomination:

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

Nays: (None

The Oath of Office for Mayor was administered to Ms. Beauregard by Thomas Weidner, Esquire.

Election of Planning Board Class III Member

Ms. Stave nominated Mr. Stout to the Planning Board, Class III Member. The nomination was seconded by Mr. Panconi:

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

Nays: (None

There was an announcement by the Mayor as to her preference to appoint Richard Stannard to the Class I position on the Planning Board in her place.

Mr. Panconi raised his concern over the appointments to the Environmental Commission and requested that the appointment of Mr. Patterson be held until the Township Committee could determine whether he was willing to serve.

Mr. William Bauder, Petty Road, urged the Township Committee to table the appointments to the Environmental Commission, until they could be reasonably assured that the individuals have the time and are willing to commit themselves to go forward with various programs for the environment on behalf of the Township.

Mayor Beauregard indicated she has worked with the two individuals in question on the Environmental Commission and had seen nothing but productivity on Cranbury Township's behalf coming from both of them. Mayor Beauregard also indicated she had no problem with their re-appointments. Mayor Beauregard also mentioned there had been a process, asking the individuals if they wished to serve again.

Mr. Stout indicated Mr. Patterson was well qualified to serve on the Environmental Commission.

Mr. Carr indicated Mr. Patterson was sent a letter asking for his interest in continuing on the Environmental Commission, and that Mr. Patterson had never expressed an interest in not continuing to serve.

Ms. Stave indicated that the Mayor also appoints the Chair of the Environmental Commission and that Peter Sibley had expressed an interest in serving as Chair.

Ms. Beauregard indicated she was proceeding with all three appointments to the Environmental Commission.

Ms. Stave requested that she still be able to serve on the Library Board of Trustees.

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

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

Cranbury Township Resolution # R 01-05-001

WHEREAS, it is necessary to make the following appointments,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury, that the following individuals are appointed to the positions and terms noted effective January 3, 2005:

TOWNSHIP COMMITTEE APPOINTMENTS

<u>NAME</u>	<u>POSITION</u>	<u>TERM ENDING</u>
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Rebecca D. Beauregard	Mayor	12/31/05
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Cranbury Township Resolution # R 01-05-001
(Continued)

TOWNSHIP COMMITTEE APPOINTMENTS
(Continued)

<u>NAME</u>	<u>POSITION</u>	<u>TERM ENDING</u>
Richard Stannard	Planning Board Class I	12/31/05
David Stout	Planning Board Class III	12/31/05
TBD	Township Planner	
Trishka Waterbury	Township Attorney	12/31/05
David Orron	Board of Health Attorney	12/31/05
Michele Donato	HPAC Attorney	12/31/05
Cathleen Marcelli	Township Engineer (3-yr. appt.)	12/31/07
John J. Maley, Jr., C.P.A.	Auditor	12/31/05
McManimon & Scotland	Bond Counsel	12/31/05
Michael Lupovici	Township Physician	12/31/05
Michael E. Young, D.V.M.	Township Veterinarian	12/31/05
James Gerberich	Arts Review Committee	12/31/05
Judy Buckley	Arts Review Committee	12/31/05
Robert Virgadamo	Arts Review Committee	12/31/05
Lisa Walsh	Arts Review Committee	12/31/05
Tamara Woronczuk	Arts Review Committee	12/31/05
Madeline Hoffer	Arts Review Committee	12/31/05
Howard Zogott	Arts Review Committee	12/31/05
Betty Wagner	Township Historian	12/31/05
George Arpajian	Clock Winding Committee	12/31/05
Gerald Chick	Clock Winding Committee	12/31/05
Richard Kallan	Clock Winding Committee	12/31/05
William Kanawyer	Clock Winding Committee	12/31/05
Sara Kleinman	Clock Winding Committee	12/31/05
Timothy Norland	Clock Winding Committee	12/31/05
Robert & Anita O'Meara	Clock Winding Committee	12/31/05

Robert Rogers	Clock Winding Committee	12/31/05
Craig & Donna Steir	Clock Winding Committee	12/31/05
Paul Venanzi	Clock Winding Committee	12/31/05
 Bernice Shapiro	 Board of Health	 12/31/07
Diane Stasi	Historic Preservation Advisory Committee	12/31/08
Kate McConnell	Historic Preservation Advisory Committee	12/31/08
 Frederick C. Carr	 Housing & Community Dev. Committee	 12/31/05

Cranbury Township Resolution # R 01-05-001
(Continued)

TOWNSHIP COMMITTEE APPOINTMENTS (Continued)

<u>NAME</u>	<u>POSITION</u>	<u>TERM ENDING</u>
Judy Dossin	Parks Commission	12/31/08
Adam Hawes, Alt.	Parks Commission	12/31/05
William Schraudenbach	Parks Commission	12/31/05
Christine Parker, Alt.	Parks Commission	12/31/05
Joan Smith	Parks Commission	12/31/05
Norma Swale	Parks Commission	12/31/05
Beth Veghte	Parks Commission	12/31/07
Tom Weidner	Parks Commission	12/31/06
Susan Teeter	Parks Commission	12/31/05
 Matthew McCarville, 1st Alt.	 Zoning Board of Adjustment	 12/31/05
Alain Herbert, 2 nd Alt.	Zoning Board of Adjustment	12/31/06
Jim Gerberich	Zoning Board of Adjustment	12/31/08
John Toscano	Zoning Board of Adjustment	12/31/08

MAYORAL APPOINTMENTS

Eugene Buckley	Board of Recreation Commissioners	12/31/09
Edith Dlugokencki	Board of Recreation Commissioners	12/31/09
Keith Lindberg, 1 st Alt.	Board of Recreation Commissioners	12/31/08
Robert O'Meara	Board of Recreation Commissioners	12/31/06
 Peter Sibley, Chairman	 Environmental Commission	 12/31/05
Tom Patterson	Environmental Commission	12/31/05
William Mikula	Environmental Commission	12/31/07
Jim Golubieski	Environmental Commission	12/31/07
TBD - Regular Member	Environmental Commission	12/31/07
TBD - Regular Member	Environmental Commission	12/31/07
TBD - 1st Alternate	Environmental Commission	12/31/06
TBD - 2nd Alternate	Environmental Commission	12/31/05

Pari Stave	Library Board of Trustees, Mayor's Rep.	12/31/05
Jane Holland	Library Board of Trustees	12/31/09
Kathy Easton	Library Board of Trustees	12/31/09
Mayor's Rep	Municipal Alliance Committee	12/31/05
Marian Levine	Municipal Alliance Committee	12/31/07
Carol Malouf	Municipal Alliance Committee	12/31/05
Captain Edward Kahler	Municipal Alliance Committee	12/31/05
Christine Orcutt	Municipal Alliance Committee	12/31/07
Joan Rue	Municipal Alliance Committee	12/31/07
	Planning Board, Class IV	12/31/07
Allan Kehrt	Planning Board, Class IV	12/31/08
Eugene Speer	Planning Board, Class IV	12/31/08
Norma Swale	Shade Tree Commission	12/31/09
Howard Zogott	Human Services Board	12/31/09
Jay Hansen	Human Services Board	12/31/09
Joan Sherman	Human Services Board	12/31/09

Cranbury Township Resolution # R 01-05-001
(Continued)

CERTIFICATION

I, Kathleen R. Cunningham, Clerk, hereby certify that this is a true copy of a Resolution, which was adopted on January 3, 2005.

Kathleen R. Cunningham, Clerk

Reports and Communications from Committee

--Committee Minutes December 6 and 20, 2004

On motion by Ms. Stave, seconded by Mr. Stannard and unanimously carried, the minutes for December 6 and 20, 2004 were adopted.

--Sub Committee Reports -

Mayor Beauregard reported on the new Evaluation Process, indicating the Township Committee had completed its evaluation of the Chief Financial Officer and was in the process of completing its evaluation of the Administrator. Mayor Beauregard also reported the Administrator has completed the evaluation of the Department Heads. In light of potential conflict for the Township law firm providing counsel on and any issue that may arise as a result of the evaluation of the Administrator, Ms. Stave mentioned the Township Committee should not be using the law firm in personnel matters and recommended the Township use the law firm of Ellen O'Connell for such matters. Ms. Waterbury recommended entering into a professional services agreement with Ms. O'Connell, and also recommended passing a resolution this evening (to be added to the Consent Agenda), authorizing the Mayor and Clerk to execute such agreement.

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

Ayes: (Beauregard

Absent: (None

(Panconi
(Stannard
(Stave
(Stout

Abstain: (None

Nays: None

Cranbury Township Resolution # R 01-05-016

TOWNSHIP OF CRANBURY
COUNTY OF MERCER, STATE OF NEW JERSEY

RESOLUTION APPOINTING SPECIAL COUNSEL

WHEREAS, there exists a need for an attorney to provide special counsel services for the Township; and

WHEREAS, the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. requires that a Resolution authorizing the award of a contract for "professional services" without competitive bidding must be publicly advertised.

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

Cranbury Township Resolution # R 01-05-016
(Continued)

1. The Mayor and Clerk of the Township of Cranbury are hereby authorized and directed to enter into an agreement with Ellen O'Connell, Esq. of the Law Offices of Ellen O'Connell, 26 Church Street, Liberty Corner, NJ 07938 for professional legal services as special counsel. The total amount of the Agreement shall not exceed \$25,000.00 unless approved by further formal action of the Township Committee. The Professional Services Agreement authorized by this Resolution shall be placed on file in the Office of the Township Clerk and may be inspected during regular business hours.

2. This contract is being awarded without competitive bidding as a "professional services" contract in accordance with the provisions of N.J.S.A. 40A:11-5-(1)(a) of the New Jersey Local Public Contracts Law because a service will be rendered or performed by a person or persons authorized by law to practice a recognized profession and whose practice is regulated by law.

3. A notice of this action shall be published in the Cranbury Press as required by law within ten (10) days of its passage.

CERTIFICATION

I, Kathleen R. Cunningham, Clerk, hereby certify that this is a true copy of a Resolution adopted by the Township Committee of the Township of Cranbury at its meeting held on the 3rd day of January, 2005.

Kathleen R. Cunningham, Clerk

Agenda Additions/Changes

Cranbury Township Resolutions #'s R 01-05-015 and 01-05-01 were added to the Consent Agenda.

Consent Agenda

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

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

Cranbury Township Resolution # R 01-05-002

WHEREAS, NJSA 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2005 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January, 2005 and

Cranbury Township Resolution # R 01-05-002
(Continued)

WHEREAS, THE TOTAL APPROPRIATIONS IN THE 2004 Budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2004 budget is the sum of \$6,011,415.68 and

WHEREAS, 26.25% of the total appropriations in the 2004 Budget exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2004 budget is the sum of \$1,577,996.62.

NOW, THEREFORE, BE IT RESOLVED that to constitute the 2005 Temporary Budget the following appropriations be made:

20-100-011	Administrative & Executive – S&W	\$	52,000.00
20-100-025	Administrative & Executive – OE	\$	12,000.00
20-110-011	Mayor & Council – S&W	\$	8,000.00
20-130-011	Finance Administration – S&W	\$	35,000.00
20-130-025	Finance Administration – OE	\$	10,000.00
20-135-025	Audit – OE	\$	20,000.00
20-145-011	Tax Collection – S&W	\$	14,000.00
20-145-025	Tax Collection – OE	\$	2,500.00
20-150-011	Tax Assessment – S&W	\$	17,000.00
20-150-025	Tax Assessment – OE	\$	2,000.00
20-151-025	Tax Map – OE	\$	10,000.00
20-155-025	Legal –OE	\$	10,000.00
20-165-025	Engineering -OE	\$	10,000.00
21-180-011	Planning – S&W	\$	10,000.00
21-180-011	Planning – OE	\$	10,000.00
21-185-011	Zoning -S&W	\$	5,000.00
21-185-025	Zoning –OE	\$	10,000.00
21-190-025	Affordable Housing – OE	\$	2,000.00
22-205-011	HPAC-S&W	\$	2,800.00
22-205-025	HPAC –OE	\$	2,000.00
23-210-652	Other Insurance-OE	\$	75,000.00

23-215-651	Worker's Comp-OE	\$ 75,000.00
23-220-650	Group Insurance-OE	\$ 85,000.00
26-315-240	Vehicle Maintenance-OE	\$ 70,000.00
26-315-301	Vehicle Maintenance-OE	\$ 6,000.00
25-240-011	Police-S&W	\$ 425,000.00
25-240-025	Police-OE	\$ 15,000.00
25-252-025	Emergency Management-OE	\$ 2,000.00
25-265-025	Fire-OE	\$ 25,000.00
26-290-011	Roads-S&W	\$ 50,000.00
26-290-025	Roads-OE	\$ 10,000.00
26-295-025	Shade Tree-OE	\$ 6,000.00
26-305-025	Garbage & Trash-OE	\$ 5,000.00
26-306-011	Recycling-S&W	\$ 13,000.00
26-310-011	Buildings & Grounds -S&W	\$ 12,000.00
26-310-025	Buildings & Grounds -OE	\$ 10,000.00
27-330-011	Health-S&W	\$ 1,500.00
27-330-025	Health-OE	\$ 5,000.00
27-335-025	Environmental Commission-S&W	\$ 1,500.00
27-340-011	Animal Control-S&W	\$ 2,500.00
27-340-011	Animal Control-OE	\$ 5,000.00

Cranbury Township Resolution # R 01-05-002

(Continued)

27-345-011	Social Services-S&W	\$ 10,000.00
28-370-011	Board of Recreation-S&W	\$ 3,500.00
28-375-011	Parks-S&W	\$ 20,000.00
28-375-025	Parks-OE	\$ 5,000.00
29-390-011	Library-S&W	\$ 60,000.00
29-390-025	Library-OE	\$ 10,000.00
31-430-025	Electric-OE	\$ 10,000.00
31-435-025	Street Lighting-OE	\$ 10,000.00
31-440-100	Telephone-Admin.	\$ 3,400.00
31-440-240	Telephone-Police	\$ 3,300.00
31-440-310	Telephone-Public Buildings	\$ 3,300.00
31-446-025	Gas-OE	\$ 10,000.00
31-455-011	Sewer-S&W	\$ 31,000.00
31-455-025	Sewer-OE	\$ 10,000.00
31-460-240	Motor Fuel-Police	\$ 5,000.00
31-460-290	Motor Fuel-PW	\$ 5,000.00
36-472-670	Social Security-OE	\$ 75,000.00
41-702-030	Municipal Alliance Grant-S&W	\$ 8,500.00
42-306-025	Recycling MCIA-OE	\$ 10,000.00
42-331-025	County Health Contract-OE	\$ 10,000.00
42-455-025	MCUA-OE	\$ 30,000.00
43-490-025	Municipal Court-OE	\$ 40,000.00

2005 Temporary Budget Subtotal	\$ 1,511,800.00
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Debt Service:

45-925-0261	BAN-Principal	\$ 504,000.00
45-935-027	Interest on Notes	\$ 40,000.00
45-942-025	EDA Loan Interest	\$ 1,125.00
44-900-025	Capital Improvement Fund	\$ 275,000.00

2005 Temporary Budget Total	\$ 2,331,925.00
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CERTIFICATION

I, Kathleen R. Cunningham, Clerk, hereby certify that this is a true copy of a Resolution, adopted by the Township Committee on January 3, 2005.

Kathleen R. Cunningham, Clerk

Cranbury Township Resolution # R 01-05-003

CRANBURY TOWNSHIP CASH MANAGEMENT PLAN

The following items do hereby constitute the cash management plan of the Township of Cranbury:

Deposits and Depositories

All Township depositories must be FDIC insured and show a current certificate of conformance with the New Jersey Government Unit Deposit Protection Act (GUDPA)

The authorized Township Depositories as currently:

Cranbury Township Resolution # R 01-05-003
(Continued)

PNC Bank
1st Constitution Bank
Bank of America
NJ CLASS

New qualifying depositories may be added to the above list by a resolution of the Township Committee.

Investments

It is desirable to maximize the interest earnings on idle funds of the Township through a safe investment program.

Township funds may be invested in any type of investment approved for municipalities by the State of New Jersey such as:

U.S. Obligations (Treasury Bills, Notes and Bonds)
Certificates of Deposit
Statement Savings Accounts
Bonds or other obligations of counties, municipalities and school districts
New Jersey Cash Management Fund

Those authorized to make investments on behalf of the Township are the Chief Financial Officer, Treasurer and Deputy Treasurer.

Expenditures

The Township follows the purchasing system required by the New Jersey Fiscal Affairs Law.

Current and Capital Funds

Expenditures must first be authorized by a purchase order signed by the Treasurer, Deputy Treasurer or Chief Financial Officer or Purchasing Official. Up certification on a voucher by the department head and vendor that goods or services have been received and the bill is in the correct amount, the bill may be

listed for approval by the Township Committee at any meeting. Upon approval of the Township Committee a check with not less than two signatures will be issued for payment of a claim. Those authorized to sign checks are the Mayor, designated members of Township Committee, the Chief Financial Officer, Treasurer and Deputy Treasurer.

Other Funds and Accounts

Payroll account checks which do not require a voucher need only one signature by the Treasurer or Deputy Treasurer.

All inter-fund transfer checks or bank transfers require one signature or one authorization by the Treasurer, Deputy Treasurer or Chief Financial Officer.

Departmental Accounts including:

All Petty Cash Fund Accounts
Clerk's Account
Dog License Account

Cranbury Township Resolution # R 01-05-003
(Continued)

Registrar Account
Construction Official Accounts including the Construction Trust Fund
Public Assistance Account
Tax Collector Account
Sewer Fee Collector Accounts

Expenditures can be made with a check with one signature as noted on the attached list.

Reporting

A monthly report shall be submitted to the governing body by the Treasurer by the 20th of the following month. The report at a minimum shall include the following:

Current, Capital, Affordable Housing Fee and Construction Trust Funds

1. The fund balances on the first and last days of the month, with total non-interest revenues, interest and expenditures for the month noted.
2. A listing of the investments of the funds with the interest rate in effect at the end of the month noted.

All departments are responsible for balancing the department's bank account statements each month by the 20th of the month.

Insurance

The Treasurer, Tax Collector and Sewer Collector and any other employee noted by the Auditor must be bonded in an amount indicated by the auditor

The auditor must list the employees required to be individually bonded and the minimum amount of their bond after each year's audit is completed or no later than July 10th.

All other employees must be insured by an "Employee Dishonesty Blanket Bond"
In the amount of \$25,000 or more.

CERTIFICATION

I, Kathleen R Cunningham, Clerk of the Township of Cranbury, NJ, hereby certify that the above is a true copy of a Resolution adopted by the Township Committee of the Township of Cranbury at a regular meeting held on January 3, 2005.

Kathleen R Cunningham, Clerk

Cranbury Township Resolution # R 01-05-004

WHEREAS, it is necessary to designate the official newspapers of the Township of Cranbury, in which meetings and Land Use Development Application notices will be published,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury, that the following be designated as the official newspapers:

The Cranbury Press
The Home News & Tribune
Cranbury Township Resolution # R 01-05-004
(Continued)

The Trenton Times

CERTIFICATION

I, Kathleen R. Cunningham, Clerk, hereby certify that the above is a true copy of a Resolution adopted by the Township Committee of the Township of Cranbury at a regular meeting held on January 3, 2005.

Kathleen R. Cunningham, Clerk

Cranbury Township Resolution # R 01-05-005

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury, that the attached schedule of meetings with times, dates and locations be authorized for 2005 (See Attached Schedule)

CERTIFICATION

I, Kathleen R. Cunningham, Clerk, hereby certify that the above is a true copy of a Resolution adopted by the Township Committee of the Township of Cranbury at a regular meeting held on January 3, 2005.

Kathleen R. Cunningham, Clerk

Cranbury Township Resolution # R 01-05-006

**A RESOLUTION AUTHORIZING THE TAX ASSESSOR TO FILE TAX APPEALS
WITH MIDDLESEX COUNTY BOARD OF TAXATION**

WHEREAS, in the event it should become necessary for the Tax Assessor to file tax appeals for the purpose of correcting any error or omission to assessments of properties in the Township of Cranbury, and

WHEREAS, the Tax Assessor must be authorized by the governing body to file such a Petition of Appeal;

NOW, THEREFORE, BE IT RESOLVED, on the 3rd day of January, 2005 that:

Tax Assessor, Steven Benner, after filing a written report with the Township Committee, is hereby authorized and directed to file tax appeals on behalf of the Township of Cranbury to correct any and all

errors or omissions with regard to assessed values and, moreover, he is specifically authorized and directed to file tax appeals with the Middlesex County Board of Taxation.

CERTIFICATION

I, Kathleen R. Cunningham, Clerk, hereby certify that the above is a true copy of a Resolution adopted by the Township Committee of the Township of Cranbury at a regular meeting held on January 3, 2005.

Kathleen R. Cunningham, Clerk

Cranbury Township Resolution # R 01-05-007

WHEREAS, it is necessary to authorize an official to file Treatment Works Application Forms, or equivalent forms required by NJDEP, every year,

Cranbury Township Resolution # R 01-05-007
(Continued)

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury, that Cathleen Marcelli, Township Engineer be so authorized.

CERTIFICATION

I, Kathleen R. Cunningham, Clerk, hereby certify that the above is a true copy of a Resolution adopted by the Township Committee of the Township of Cranbury at a regular meeting held on January 3, 2005.

Kathleen R. Cunningham, Clerk

Cranbury Township Resolution # R 01-05-008

WHEREAS, it is necessary each year to designate a Public Agency Compliance Officer who is charged with ensuring Affirmative Action compliance in public contracts.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury, that Kathleen R. Cunningham, is so designated.

CERTIFICATION

I, Kathleen R. Cunningham, Clerk, hereby certify that the above is a true copy of a Resolution adopted by the Township Committee of the Township of Cranbury at a regular meeting held on January 3, 2005.

Kathleen R. Cunningham, Clerk

Cranbury Township Resolution # R 01-05-009

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury, that the Township does hereby fix a penalty of 6% to be charged to any tax payer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year; and

BE IT FURTHER RESOLVED, that this policy shall continue, for the entirety of 2005.

CERTIFICATION

I, Kathleen R. Cunningham, Clerk, hereby certify that the above is a true copy of a Resolution adopted by the Township Committee of the Township of Cranbury at a regular meeting held on January 3, 2005.

Kathleen R. Cunningham, Clerk

Cranbury Township Resolution # R 01-05-010

WHEREAS, it is advisable to utilize the State Contract awards to procure goods and services at a low price,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury, that the Township departments are authorized to purchase goods and services using the State contract when it appears that these means provide for the least expenses.

Cranbury Township Resolution # R 01-05-010
(Continued)

CERTIFICATION

I, Kathleen R. Cunningham, Clerk, hereby certify that the above is a true copy of a Resolution adopted by the Township Committee of the Township of Cranbury at a regular meeting held on January 3, 2005.

Kathleen R. Cunningham, Clerk

Cranbury Township Resolution # R 01-05-011

WHEREAS, it is necessary to reopen Petty Cash Funds which have been closed at the end of 2004,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury, that the following Petty Cash Funds be opened:

Clerk's Petty Cash Fund
Recreation Petty Cash Fund
Public Works Petty Cash Fund
Public Assistance Petty Cash Fund
Municipal Alliance Petty Cash Fund

CERTIFICATION

I, Kathleen R. Cunningham, Clerk, hereby certify that the above is a true copy of a Resolution adopted by the Township Committee of the Township of Cranbury at a regular meeting held on January 3, 2005.

Kathleen R. Cunningham, Clerk

Cranbury Township Resolution # R 01-05-015

WHEREAS, John Persico has served the Cranbury Township Environmental Commission since 1995, first as a member, then in 2002 becoming its Chairman, and;

WHEREAS, John Persico had a pivotal role in the preservation of the West Property as the Cranbury Brook Preserve, giving his time, knowledge, and expertise to ensure the protection of this valuable municipal asset for current and future generations to enjoy, and

WHEREAS, John Persico's commitment to the Township of Cranbury has enhanced the natural landscape, broadened the involvement of the community in environmental projects, and strengthened the awareness of environmental issues in Cranbury, and;

WHEREAS, John Persico's term on the Cranbury Township Environmental Commission ended on November 22, 2004, and

NOW, THEREFORE BE IT RESOLVED, by the Township of Cranbury that John Persico be given our gratitude for his years' of service, and;

BE IT FURTHER RESOLVED, that the Township of Cranbury hereby extends heartfelt wishes to John and his family for good health, happiness and prosperity in the future.

Cranbury Township Resolution # R 01-05-015
(Continued)

CERTIFICATION

I, Kathleen R. Cunningham, Clerk of the Township of Cranbury, do hereby certify that the foregoing Resolution is a true copy of a Resolution passed by the Township of Cranbury at a meeting duly held on January 3, 2005.

Kathleen R. Cunningham, Clerk

Cranbury Township Resolution # R 01-05-017

WHEREAS, Don Jo Swanagan has served the Cranbury Township Planning Board since 1971, -then becoming Vice Chairman in 1972 and its Chairman in 1973, and;

WHEREAS, Don Jo Swanagan had also served on the Cranbury Township Zoning Board of Adjustment from January 28, 1964 until November 11, 1970, and;

WHEREAS, Don Jo Swanagan has served (since its inception 19 years ago) and continues to serve on the Historic Preservation Advisory Committee, contributing to the Committee his vast knowledge of architectural styles, especially those which are particular and unique to Cranbury Township, and;

WHEREAS, Don Jo was a charter member of the Cranbury Historical and Preservation Society and was instrumental in the restoration of its Museum building in 1972, the design and construction of the Perrine Wing in 1976, and in the restoration and conversion of the History Center and currently serves as its Co-Curator; and

WHEREAS, Don Jo Swanagan played a pivotal role in the restoration of Town Hall, giving tirelessly of his time, knowledge, and expertise to and in making the Town Hall the unique place it is today, and;

WHEREAS, Don Jo Swanagan's dedication to the Township of Cranbury has enhanced the historic village, and its architecture and the surrounding landscape of many buildings, and;

WHEREAS, Don Jo Swanagan's term on the Cranbury Township Planning Board will expire on December 31, 2004,

NOW, THEREFORE BE IT RESOLVED, by the Township of Cranbury, that Don Jo Swanagan be given our deepest gratitude for his years' of service, and;

BE IT FURTHER RESOLVED, that the Township of Cranbury hereby extends heartfelt wishes to Don Jo and his family for good health, happiness and prosperity in the future.

CERTIFICATION

I, Kathleen R. Cunningham, Clerk of the Township of Cranbury, do hereby certify that the foregoing Resolution is a true copy of a Resolution passed by the Township of Cranbury at a meeting duly held on January 3, 2005.

Kathleen R. Cunningham, Clerk

Resolution

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

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

Cranbury Township Resolution # R 01-05-014

TOWNSHIP OF CRANBURY
COUNTY OF MIDDLESEX, STATE OF NEW JERSEY

RESOLUTION AWARDING AGREEMENT FOR PROFESSIONAL PLANNING SERVICES

WHEREAS, the Township seeks to procure the services of a professional planner to prepare a Housing Element in accordance with the New Jersey Council on Affordable Housing's (COAH) Third Round Rules, N.J.A.C. 5:94-1 *et seq.*; and

WHEREAS, the firm of Clarke, Caton & Hintz, P.C. has submitted a proposal to provide the sought-after professional planning services to the Township for the not-to-exceed contract amount of \$27,600.00, which sum includes the fee for services and reimbursable expenses; and

WHEREAS, the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*, it allows the Township Committee to award a professional services agreement exceeding the bid threshold without competitive bidding and requires that a Resolution authorizing the award of a professional services agreement be publicly advertised.

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

1. The Mayor and Clerk are authorized and directed to execute an agreement with Clarke, Caton & Hintz, P.C., located in Trenton, New Jersey, for the provision of professional planning services necessary for preparing a Housing Element for the Township of Cranbury in accordance with COAH's Third Round Rules.
2. The firm of Clarke, Caton & Hintz, P.C. shall be paid a fee not to exceed \$27,600.00 for the professional planning services, which sum includes \$25,800.00 for services and \$1,800.00 for reimbursable expenses.
3. A copy of this Resolution and the Agreement shall be placed on file in the Office of the Township Clerk, and shall be available for public inspection.
4. A notice of this action shall be published in the official newspaper as required by law.

CERTIFICATION

I, Kathleen R. Cunningham, Clerk of the Township of Cranbury, do hereby certify that the foregoing Resolution is a true copy of a Resolution passed by the Township of Cranbury at a meeting duly held on January 3, 2005.

Kathleen R. Cunningham, Clerk

Resolution

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

Ayes: (Beauregard
(Panconi
(Stannard
(Stave
(Stout

Absent: (None

Abstain: (None

Nays: None

Cranbury Township Resolution # 01-05-013

WHEREAS, there exists a vacancy in the Office of Chief Financial Officer in the Township of Cranbury; and

WHEREAS, the Township Committee is in the process of searching for a qualified individual to fill the vacancy; and

WHEREAS, Denise Marabello, current Finance Assistant for the Township, is a Certified Municipal Finance Officer, and has agreed, on an interim basis, to assume and perform all of the duties and responsibilities of the prior Chief Financial Officer and Treasurer of the Township of Cranbury; and

WHEREAS, the Township Committee had determined that it is in the best interests of the Township to accept Ms. Marabello's offer to perform the aforesaid services on an interim basis;

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

1. Denise Marabello is hereby authorized to assume and perform all of the duties and responsibilities of the prior Chief Financial Officer and Treasurer of the Township of Cranbury, including but not limited to the writing and signing of checks, until such time as the Township appoints a permanent Chief Financial Officer, but in no event beyond December 31, 2005.
2. Compensation shall be as fixed by the Township Committee in the annual Salary Resolution within the guidelines set forth in the Salary Ordinance.

CERTIFICATION

I, Kathleen R. Cunningham, Clerk of the Township of Cranbury, do hereby certify that the foregoing Resolution is a true copy of a Resolution passed by the Township of Cranbury at a meeting duly held on January 3, 2005.

Kathleen R. Cunningham, Clerk

Public Comment

The Mayor opened the meeting to public questions and comments on those items not on the agenda. Ms. Anna Drago, Park Place, asked about the recent article in The Cranbury Press, indicating the size and locations of the signs for the parks in the Township. Ms. Dossin responded to Ms. Drago's inquiry, explaining the size quoted in the article was incorrect and there will be a correction in the

newspaper. In addition, all of the signs in the village area will be the same size, color and lettering. There being no further comments, the Mayor closed the public part
Public Comment (Continued)

of the meeting. Ms. Judy Dossin, Wynnewood Drive, asked about the additional attorney resolution, which was passed this evening and raised her concern about the extra money in attorneys' fees. Ms. Waterbury, Township Attorney responded the attorney is going to charge the same rate that her firm would have and hiring Ms. O'Connell is "instead of", not in addition to. Ms. Waterbury's firm cannot handle Township personnel matters.

Mayor's Notes

Mayor Beauregard made a recommendation to appoint a Personnel SubCommittee. Mayor Beauregard asked for two volunteers. Mr. Panconi and Mr. Stannard volunteered to serve as members.

The Township Committee discussed the various liaison assignments and Mr. Carr, Township Administrator will prepare a draft and e-mail it to the Township Committee Members for their changes, etc.

Resolution

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

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

Cranbury Resolution # R 01-05-012

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 Township Committee will now convene in a closed session that will be limited only to consideration of items with respect to which the public may be excluded pursuant to Section 7B of the Open Public Meetings Act, P.L. 1975, c. 231.

1. The general nature of the subject to be discussed in this session is as follows:
----Litigation—Pending Litigation: Status report and matters
requiring confidential advice of counsel regarding Danser
v. Township of Cranbury, Docket No. MID-C-267-04.

----Review of Closed Session Committee Minutes of December
20, 2004; review of Closed Session Minutes from January 5, 2004-
November 15, 2004.

2. 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
Cranbury Resolution # R 01-05-012
(Continued)

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.

Date: January 3, 2005

On motion by Mr. Stannard, seconded by Mr. Panconi, the meeting returned to Open Session:

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

Nays: (None

The Township Committee unanimously agreed the Closed Session Minutes from January 5, 2004-November 15, 2004 will be discussed in Closed Session at the January 24, 2005 meeting.

On motion by Ms. Stave, seconded by Mr. Stannard and unanimously carried, the Closed Session Minutes of December 20, 2004 were adopted.

On motion by Ms. Stave, seconded by Mr. Stannard and unanimously carried, to amend the earlier Resolution # R 01-05-001, to re-appoint the Township Historian with a term ending December 31, 2005.

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

Kathleen R. Cunningham, Clerk