

TOWNSHIP COMMITTEE MEETING  
October 8, 2018

The Township Committee Meeting 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: Mike Ferrante, Jay Taylor and Mayor Glenn Johnson. Matt Scott and Dan Mulligan were absent. Also present were Denise Marabello, Township Administrator/CFO and Debra Rubin, Municipal Clerk. Mayor Johnson 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 December 4, 2017 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 December 4, 2017.

Filed on December 4, 2017 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.

--Township Committee Regular Meeting Minutes of September 24, 2018

The Township Committee Regular Meeting Minutes of September 24, 2018 on a motion by Mr. Taylor, seconded by Mr. Ferrante, and unanimously carried by a roll call vote of all members present; the Township Committee Regular Meeting Minutes of September 24, 2018 were adopted.

--Reports and Communications

--Mayor – Mayor Johnson reported on the highlights of the Police Department August Monthly Report. Mr. Johnson will discuss with the Chief year to date totals against previous year totals regarding crash reports.

--Reports and Communications

--Members of Committee

--Mr. Ferrante

Mr. Ferrante attended the Board of Education meeting two weeks ago and discussed new homework policy being revamped and fire safety training for students

Mr. Ferrante attended the PTO sponsored "Spaghetti Dinner" held on October 7<sup>th</sup>.

-- Mr. Taylor

Mr. Taylor reminded the public about "Fire Prevention Week" and the Fire Department having an Open House on Saturday, October 13<sup>th</sup>.

Mr. Taylor reported that Tim Norland, Fire Department Treasurer, will be stepping down from the position after 18 years of service. Mr. Taylor will be filling the vacant position. He advised the public that he will recuse himself from voting and refrain from any discussion that may be regarded as conflict of interest. He suggested the Township Committee recognize Mr. Norland for his service at a meeting in the near future by resolution.

--Subcommittees

There were no reports from Subcommittees.

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--Departments Heads –

There were no reports from Department Heads.

--Follow-up Items – None

**Proclamation – Renaming and Rededicating the Cranbury History Center and Declaration of November 11<sup>th</sup> as Elizabeth M. Wagner Day – Mayor Johnson read the following Proclamation into the minutes:**

*Proclamation*

WHEREAS, The Cranbury Historical & Preservation Society has petitioned to rename and rededicate the Cranbury History Center in honor of Elizabeth M. Wagner at an event on the grounds of the History Center on Sunday, November 11, 2018; and

WHEREAS, The Cranbury Historical & Preservation Society would like to have November 11, 2018 declared as Elizabeth M. Wagner Day in recognition of her many contributions to Cranbury Township; and

WHEREAS, Elizabeth M. Wagner (“Betty”) moved to Cranbury Township with her husband Bill in 1971; and

WHEREAS, Betty joined the Cranbury Historical & Preservation Society shortly after moving to Cranbury and immediately became involved in its many activities promptly volunteering to establish a Society Library, organizing boxes of accumulated papers, documents, books, etc.; and

WHEREAS, she served as Society President for **10** years and served as a member of the Society’s Preservation Committee; and

**WHEREAS, Betty was also a member of the Cranbury Township Planning Board from 1981 to 1992.**

WHEREAS, through Betty’s tireless efforts many of Cranbury’s historic sites were saved, including the Hess Farmstead, The Holland House and the Gristmiller’s House; and

WHEREAS, Betty worked steadfastly to organize and lead efforts to stop proposed actions that threatened the preservation of Historic Cranbury including:

- Continually being vigilant to preserve the farmland vistas; and
- During the Mount Laurel II litigation, initiating “Friend of the Court” status for the Society, establishing the importance of preservation of Cranbury’s historic resources; and
- Working to prevent the “Builder’s Remedy” and reduce the number of new housing units to be built to a manageable size for Cranbury’s growth and preservation; and
- Working to prevent a County dump site in Cranbury; and
- Working to prevent the construction of Highway 92 through Cranbury farmland.

WHEREAS, she played a major role in the efforts that placed Cranbury on the State and National Registers of Historic Places; and

WHEREAS, over the years Betty co-chaired and chaired the committees in charge of many of Cranbury’s community celebrations: The U.S. Bicentennial, Middlesex County Tercentennial, the Cranbury Tercentennial and the Town Hall Dedication; and

WHEREAS, Betty received a Certificate of Merit from the League of Historic Societies in New Jersey, as well as a Certificate of Recognition from the Daughters of the American Revolution for her outstanding work on the Bicentennial and in 1993 was the recipient of the Local Historian’s Award of

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Distinction, a statewide honor given to individuals for their outstanding contributions to local or regional historical programs and, in addition, was recognized in 1997 by The New Jersey General Assembly for her outstanding achievements; and

**WHEREAS, Betty served as Township Historian from 1985 until her retirement in 2010 and as a member of the Cranbury Township Cultural and Heritage Committee;**

NOW, THEREFORE BE IT RESOLVED, that the Cranbury Township Committee recognizes Betty for her dedication and tireless efforts on behalf of historic preservation in Cranbury Township; and

BE IT FURTHER RESOLVED, I, Glenn Johnson, Mayor of Cranbury Township, do hereby proclaim The Cranbury History Center be renamed and rededicated in honor of Betty Wagner and do further proclaim November 11, 2018 as Elizabeth M. Wagner Day.

--Public Comment (For Items on the Agenda) --

Mayor Johnson opened the meeting to public comment.

Mayor Johnson closed the portion to public comment.

Resolutions

Consent Agenda

Mayor Johnson asked the Township Committee if there were any questions or comments on the Consent Agenda. Mr. Taylor asked that item "g" be removed from Consent Agenda and voted on separately. On a motion made by Mr. Ferrante, seconded by Mayor Johnson; the following Resolution adopted by vote;

Ayes: (Ferrante  
(Johnson

Abstain: (Taylor  
Absent: (Mulligan  
(Scott

Nays: (None

g). Cranbury Township Resolution #R 10-18-137 – Appointment of James Taylor to the Clock Winding Committee for an Unexpired Term to Expire December 31, 2018;

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 individual is appointed to the position and term noted effective October 8, 2018:

**TOWNSHIP COMMITTEE APPOINTMENT**

<b>NAME</b>	<b>APPOINTMENT</b>	<b>TERM ENDING</b>
James Taylor	Clock Winding Committee	12/31/18 (to fill unexpired term)

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Mayor Johnson asked the Township Committee if there were any questions or comments on the existing Consent Agenda. Hearing no questions or comments, Mayor Johnson requested a motion to adopt the existing Consent Resolutions. On a motion by Mr. Ferrante, seconded by Mr. Taylor and unanimously carried, the following Resolutions adopted by vote:

Ayes: (Ferrante  
(Johnson  
(Taylor

Abstain: (None  
Absent: (Mulligan  
(Scott

Nays: (None

**Cranbury Township Resolution #R 10-18-131**

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 10-18-132**

RESOLUTION CANCELING OUTSTANDING CHECKS

**WHEREAS**, the Director of Finance has requested that checks outstanding for more than a year be cancelled; and

**WHEREAS**, the Director of Finance has advised that it would be appropriate for the Township Committee to authorize the cancellation of said checks as follows:

**CURRENT CHECKING  
BERKSHIRE BANK  
ACCOUNT # 857168887**

100081 \$200.00	03/27/17	Middlesex County Treasurer
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**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Cranbury, County of Middlesex, hereby authorizes the cancellation of said checks.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to the Director of Finance.

**Cranbury Township Resolution # R 10-18-133**

**WHEREAS**, there is a need for a procedure and protocol for emergency, response action and the recovery of costs incurred by the County of Middlesex and the Township of Cranbury in an emergency haz/mat response action; and

**WHEREAS**, the County Department of Health has notified municipalities that County services for the collection of local costs incurred from an emergency haz/mat response action are available free of charge, upon the execution of a Shared Services Agreement between Middlesex County and Cranbury Township; and

**WHEREAS**, the emergency response organizations in Cranbury: the Cranbury Township Police Department, Cranbury First Aid Squad and Cranbury Fire Company have recommended that the

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Township enter into a Shared Services Agreement with Middlesex County for the collection of costs incurred from emergency haz/mat response actions;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury that the Shared Services Agreement between Middlesex County and the Township of Cranbury for the County collection of Cranbury Township's costs incurred from emergency haz/mat response actions be approved; and

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to execute said Shared Services Agreement between Middlesex County and the Township.

**CRANBURY TOWNSHIP RESOLUTION #R 10-18-134**

RESOLUTION RESCINDING CRANBURY TOWNSHIP RESOLUTION  
#R 09-18-129 – AUTHORIZING THE REFUND OF PERMIT #18-235  
TO TRENTON ROOFING AND SIDING

WHEREAS, on September 24<sup>th</sup>, 2018, the Township Committee of the Township of Cranbury adopted resolution #R 09-18-129 which authorized the refund of permit #18-235 to Trenton Roofing in the amount of \$782.00;

WHEREAS, Trenton Roofing and Siding will continue to perform the work and a refund is no longer necessary;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Cranbury, that previously adopted resolution #R 09-18-129 has been rescinded.

**CRANBURY TOWNSHIP # R 10-18-135**

**RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE  
MUNICIPAL BUDGET OF THE TOWNSHIP OF CRANBURY PURSUANT TO N.J.S.A. 40A:4-87  
(CHAPTER 159, P.L. 1948)**

WHEREAS, N.J.S.A. 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for equal amount,

Section 1

NOW, THEREFORE, BE IT RESOLVED that the Township Committee hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2018 in the sum of \$3,305.51 which item is now available as a revenue from the State of New Jersey pursuant to the provision of statute, and

Section 2

BE IT FURTHER RESOLVED that a like sum of \$3,305.51 is hereby appropriated under the caption "Drunk Driving Enforcement"

Section 3

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BE IT FURTHER RESOLVED that a copy of the Resolution, certified by the Township Clerk to be a true copy forwarded to each of the following:

- (a) Director of the Division of Local Government Services
- (b) Township Chief Financial Officer

**Cranbury Township Resolution #R 10-18-136**

**RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE  
MID JERSEY MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the Township of Cranbury is a member of the Mid Jersey Municipal Joint Insurance Fund; and

WHEREAS, said renewal membership terminates as of January 1, 2019\*, unless earlier renewed by agreement between the Municipality and the Fund; and

WHEREAS, the Municipality desires to renew said membership;

NOW THEREFORE, BE IT RESOLVED as follows:

1. The Township of Cranbury agrees to renew its membership in the Mid Jersey Municipal Joint Insurance Fund for a period of three (3) years beginning January 1, 2019, and ending January 1, 2022\*, and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Mayor and Clerk/Administrator/Manager shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the Mid Jersey Municipal Joint Insurance Fund evidencing the Municipality's intention to renew its membership.

**Cranbury Township Resolution # R 10-18-138**

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

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Cranbury formally approves the grant application for the above-stated project;

BE IT FURTHER RESOLVED, that the Mayor, Township Engineer and Municipal Clerk are hereby authorized to submit an electronic grant application identified as MA-2019-Brick Yard Road-00681 to the New Jersey Department of Transportation on behalf of 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.

--Reports from Township Staff and Professionals  
--None

--Public Comment

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Mayor Johnson opened the meeting to public comment.

Richard Kallan – Mr. Kallan requested information from a discussion held at a previous meeting regarding residents placing brush and debris curbside earlier than the allotted pick up time or placed out incorrectly. Ms. Marabello reported that Department of Public Works has issued between 15-20 warnings monthly, however, no summonses have been issued. Mr. Taylor advised he believed residents should be fined if it continued. Ms. Marabello advised that in order to enforce the codes fair and consistently, the township needs to discuss at budget time creating a Code Enforcement Official. Mr. Taylor suggested the Police Department could enforce as other towns do. Discussion ensued on having Department of Public Works note daily in various areas of town. Ms. Marabello said there are also other codes that need to be enforced as well and there may be a need to have one official dedicated to enforcing all codes. Ms. Marabello added that residents have various ways to find the codes; such as the township website. Mr. Taylor added that many times it is contracted landscapers that create the hazards and not necessarily the residents.

Deanne Napurano – Ms. Napurano read an excerpt from the Cranbury Master Plan Chapter 3 regarding the future development of Cranbury. She advised the Committee that they are in a unique position to improve things for the future of Cranbury and begin now not wait for 2020. Mayor Johnson advised that the process can begin sooner but unknown how long the process would take. Mr. Taylor advised that the process includes getting consensus from the residents and scheduling various work sessions for discussions. He also added that if a developer were to begin process now it would be approved with the Planning Board under the current Master Plan. Mr. Ferrante stated that the difference in warehouse use from 2010 needs to be addressed in the upcoming evaluation.

Betty Conover – Ms. Conover stated with bad weather approaching she was requesting that the township incorporate a protocol for advising residents of warming centers and other services during snow/storm emergencies. She suggested the fire truck be used with the loud speaker in cases where there is no power for residents to be advised on the website or cable channels or safe places to go. Ms. Marabello stated that Town Hall would be opened as a warming center now that a generator has been purchased and put in place, however, the township does not have the ability to run an emergency shelter for residents. Ms. Conover suggested the protocol be placed in the township newsletter for residents who are unable to be notified any other way.

Mayor Johnson closed the meeting to public comment.

--Mayor's Notes -

Mayor Johnson stated he had no additional information.

--Township Committee Members' Notes

Mr. Ferrante asked if the members would be attending the November 11<sup>th</sup> event pertaining to the proclamation read.

Mr. Taylor added that the Historical Society was contacted regarding a historical home on Old Trenton Road that dates back to 1713. They are currently looking for township land to put the house on.

Mayor Johnson requested a motion to adjourn. On motion by Mr. Ferrante, seconded by Mr. Taylor and unanimously carried, the meeting adjourned at 7:55 p.m.

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Debra A. Rubin, RMC  
Municipal Clerk