

TOWNSHIP COMMITTEE MEETING
January 13, 2020

The Township Committee Meeting of the Township of Cranbury was held at 7:00 p.m. in the Meeting Room of Town Hall. Answering present to roll call were Township Committee members: Michael Ferrante, Barbara Rogers, Evelyn Spann and Mayor Matthew Scott. Jay Taylor was absent (present 7:20 p.m.) Also present were Steve Goodell, Township Attorney; Denise Marabello, Township Administrator/CFO; and Debra Rubin, Municipal Clerk. Mayor Scott led in the salute to the flag and Debra 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 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 10, 2020.

Filed on January 10, 2020 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 December 16, 2019

The Township Committee Regular Meeting Minutes of December 16, 2019 on a motion by Mr. Ferrante, seconded by Mr. Scott. On a roll call vote of the members of the Township Committee;

Ayes:	(Ferrante	
	(Scott	
	Abstain:	(Rogers
		(Spann
	Absent:	(Taylor
	Nays:	(None

the Township Committee Regular Meeting Minutes of December 16, 2019 were adopted.

--Township Committee Reorganizational Meeting Minutes of January 2, 2020

The Township Committee Reorganizational Meeting Minutes of January 2, 2020 on a motion by Ms. Spann, seconded by Mr. Ferrante. On a roll call vote of the members of the Township Committee;

Ayes:	(Ferrante	
	(Rogers	
	(Spann	
	(Scott	
	Abstain:	(None
	Absent:	(Taylor
	Nays:	(None

the Township Committee Reorganizational Meeting Minutes of January 2, 2020 were adopted.

Reports and Communications

- Members of Committee –
 - Mr. Ferrante - Reported on his attendance at the following meetings; Board of Education, Board of Health and Zoning Board of Adjustment.
 - Dr. Rogers - Reviewed a summary provided by the Parks Commission. She also reported that the Shade Tree Commission provided their budget to Ms. Marabello.

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- Mrs. Spann – Reported on her attendance at the following meetings: Planning Board reorganizational meeting and the Historic Preservation Committee.
- Mayor Scott – Reported on the first “Coffee with the Mayor and Chief of Police” at Teddy’s Restaurant. He added that he and the Chief were present for over three hours speaking with residents about various topics. He reported on his attendance at the Library Board of Trustees meeting and on the funding, deadline dates and application process. Mayor Scott discussed his vision of having all Township Committee meetings livestreamed, however, more research needs to take place. Ms. Spann asked Mr. Goodell for his thoughts regarding any legal obstacles. Mr. Goodell suggested any person doing the filming, volunteer or employee, is doing so on behalf of the township and content should be placed on a site that can be regulated. (Mr. Taylor present) Mrs. Spann discussed her experience with Princeton and their availability of recording equipment. Mr. Ferrante suggested forming a subcommittee to address concerns and research most effective way of posting consistently. Dr. Rogers suggested speaking to other towns for guidance. Ms. Marabello stated any comparisons should be made to towns of similar size. Mr. Taylor also questioned retention periods and OPRA requests on recordings. Mr. Goodell stated the minutes are the official documents, therefore, anything else is above and beyond what is expected. The Township follows the record retention of the State. It was decided that Mr. Ferrante would add this as an “Action Item” on an upcoming agenda.
- Subcommittees – Mr. Ferrante advised there have been updates to the website and he has been receiving feedback from residents. He expressed his thanks to Jean Golisano and Debra Rubin for their efforts in making the changes and updates. This will continue to be a work in progress as we move through the transition period.
- Mayor Scott discussed the need to install lighting on Symmes Court and Liedtke Drive. He stated there needs to be better lighting for the bus stop at Heritage Park. Mayor Scott suggested continuing with the injunction lighting in that area. Ms. Marabello followed up with PSE&G and is waiting for a response.
- Budget Meeting – After discussion of various dates, the Committee agreed on January 20th at 9:00 a.m.

Follow Up Items:

- Meeting Guidelines – The members discussed the current meeting guidelines and the need for revisions. The changes agreed upon were to remove the following; second bullet “If there is a large crowd in attendance” and remove the last bullet in its entirety. All agreed to leave time limit as is. Mr. Taylor suggested a larger timer be purchased for use during public comment.

Agenda Additions/Changes –

Added Resolution for Denise Marabello to be Acting Clerk on January 20th 2020.

Correction of Mayoral Appointments from Reorganizational Meeting:

- Stephen Banks – Alt. #1 – change to 12/31/21
- Jennifer Suttmeier – Alt. #2 - change to 12/31/21
- Planning Board – Change Karen Callahan to Class II and James Gallagher to Class IV (EC Member) per Trishka Cecil, Planning Board Attorney.

Boards and Commissions Vacancies:

- Municipal Alliance
- Parks Commission
- Recreation Board

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Nomination of Deputy Mayor

Mayor Scott nominated Mr. Ferrante to serve as Deputy Mayor for the year 2020. Dr. Rogers seconded the nomination. Seeing no other nominations, Ms. Rubin asked for a roll call vote:

Ayes: (Ferrante
(Rogers
(Spann
(Taylor
(Scott

Abstain: (None

Absent: (None

Nays: (None

Mr. Ferrante will serve as Deputy Mayor for the 2020 calendar year.

--Ordinances

First Reading

Mayor Scott read the following ordinance by title:

Mr. Taylor made motion to introduce to the following ordinance. Mrs. Spann seconded the motion. On a roll call vote, the ordinance passed for introduction.

Ayes: (Ferrante
(Rogers
(Spann
(Taylor
(Scott

Abstain: (None

Absent: (None

Nays: (None

Cranbury Township Ordinance # 01-20-01

BOND ORDINANCE AUTHORIZING THE DREDGING OF BRAINERD
LAKE APPROPRIATING \$4,000,000 THEREFORE AND FUNDING
\$1,000,000 FROM CAPITAL IMPROVEMENT FUND AND \$200,000
FROM CAPITAL SURPLUS AND AUTHORIZING THE ISSUANCE OF
\$2,800,000 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE
PART OF THE COST THEREOF.

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CRANBURY, IN
THE COUNTY OF MIDDLESEX, NEW JERSEY (not less than two-thirds of all members thereof
affirmatively concurring) AS FOLLOWS:

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Section 1. The several improvements described in Section 3 of this bond ordinance is hereby authorized to be undertaken by the Township of Cranbury, in the County of Middlesex, New Jersey (the "Township") as a general improvement. For the several improvements or purposes described in Section 3, there is hereby appropriated the sum of \$4,000,000, including the sum of \$1,000,000 as the down payment required by the Local Bond Law. The down payment is available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$2,800,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for financing of which the bonds are to be issued for the dredging of Brainerd Lake.

(b) The estimated maximum amount of bonds or notes to be issued for the improvement or purpose is stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefore.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with notes issued pursuant to this ordinance, and the chief financial officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant

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to this ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

Section 5. The Township hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3 of this bond ordinance is not a current expense. It is an improvement or purpose that the Township may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this ordinance, is 40 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$2,800,000 and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$100,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. Any grant moneys received for the purpose described in Section 3 hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued

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pursuant to this ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 8. The chief financial officer of the Township is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Township and to execute such disclosure document on behalf of the Township. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Township pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Township and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Township fails to comply with its undertaking, the Township shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 9. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy ad valorem taxes upon all the taxable real property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 10. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Resolutions
Consent Agenda

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

Ayes: (Ferrante
(Rogers
(Spann
(Taylor
(Scott

Abstain: (None
Absent: (None

Nays: (None

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Cranbury Township Resolution #R 01-20-017

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 01-20-018

A Resolution Recognizing the Importance of the 2020 Census

WHEREAS the U.S. Census Bureau is required by the U.S. Constitution to conduct a count of the population and provides a historic opportunity to help shape the foundation of our society and play an active role in American democracy;

WHEREAS the Township of Cranbury is committed to ensuring every resident is counted;

WHEREAS federal and state funding is allocated to communities, and decisions are made on matters of national and local importance based, in part, on census data and housing;

WHEREAS census data helps determine how many seats each state will have in the U.S. House of Representatives and is necessary for an accurate and fair redistricting of state legislative seats, county and municipal councils, and voting districts;

WHEREAS information from the 2020 Census and American Community Survey are vital tools for economic development and increased employment;

WHEREAS the information collected by the census is confidential and protected by law;

WHEREAS a united voice from business, government, community-based and faith-based organizations, educators, media and others will enable the 2020 Census message to reach more of our citizens;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee that the Township of Cranbury is committed to partnering with the U.S. Census Bureau and the State of New Jersey and will:

1. Support the goals and ideals for the 2020 Census and will disseminate 2020 Census information.
2. Encourage all Township of Cranbury residents to participate in events and initiatives that will raise the overall awareness of the 2020 Census and increase participation.
3. Provide Census advocates to speak to the Township of Cranbury and Community Organizations. Support census takers as they help complete an accurate count.
4. Strive to achieve a complete and accurate count of all persons within our borders.

RESOLUTION OF THE TOWNSHIP OF CRANBURY, NJ #R 01-20-019

A RESOLUTION AUTHORIZING THE RELEASE OF A PERFORMANCE GUARANTEE FOR
CRANBURY PROPERTY MANAGEMENT – DUNKIN DONUTS

WHEREAS, by letter Cranbury Property Management 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 January 9, 2020 (attached hereto as "Exhibit A") recommended that the following performance guarantee be released:

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Cash Deposit	\$ 14,879.34
Bond	\$133,914.06

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) Van Cleef, Tom Decker
- (b) Township Chief Financial Officer
- (c) Cranbury Property Management

Cranbury Township Resolution # R 01-20-020

Resolution Naming an Acting Clerk for Public Session

WHEREAS, the Township Clerk is not available for the January 20, 2020 meeting of the Township Committee; and

WHEREAS, it is the desire of the Township Committee to deputize Denise Marabello to perform the duties of the Township Clerk for the public portion of this meeting; and

WHEREAS, Denise Marabello shall perform all the duties of the Township Clerk for said meeting;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Cranbury that Denise Marabello is hereby named as Acting Township Clerk for the public meeting of the Township Committee on January 20, 2020 and shall perform the duties of the Township Clerk for said meeting.

--Work Session

a. Budget Requests – Boards/Commissions – Mayor Scott presented the 2020 Goals Work Session prepared by Mr. Ferrante regarding goals, how to achieve and the 2020 budget impact. Mr. Ferrante asked the members for input to add to the list and was presented for public viewing. Items discussed were: Library, Lake Dredging, Construction, Economics, Sustainability, Traffic Safety and Communications. The second portion addressed (b) Master Plan Recommendations. Mrs. Spann suggested discussing budget impact first and the goals can be agreed upon second and lastly the timeframe to work on. Mr. Taylor suggested reviewing historical past agreements prior to moving forward to have a better understanding as well. Mr. Ferrante completed the 2020 Goals with input from the committee members.

b. Master Plan Recommendations – Mr. Goodell explained that all planning is in accordance with State Law and Municipal Land Use Law. He stated the township adopts ordinances to put these plans into effect. The township ordinances must be consistent to keep validity. The Master Plan is the suggestion or a guideline and then Township Committee must adopt the particular ordinances. The

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members further discussed the items on the 2020 goals and it was suggested for Master Subcommittee to meet with Richard Preiss and the Planning and Zoning Board Chairpersons to prioritize ordinance to be adopted.

The members agreed the 2020 Goals Work Session format was useful to use again in the future.

Public Comment

Mayor Scott opened the meeting to general public comment.

- Richard Kallan – Asked about the video coverage of future meetings. He also added his complaint that the sound system is not sufficient for the public to hear discussions at the dais. He stated he will raise his hand when he cannot hear the discussions.

Mayor Scott closed the meeting to public comment.

Action Items:

Communication Sub Committee – Explore options to video-cast Township Committee meeting, considering:

- Consistent Approach
- Cost
- Similar Size Townships
- Commenting Allowed/Implications
- Website Implications
- OPRA Regulations- Consistent with State's Rules
- Records Retention – Consistent

Ms. Marabello - Heritage Park – Bus Stop – Explore options to address/fix lighting.

Mayor Scott requested a motion to adjourn. On motion by Mrs. Spann, seconded by Mr. Taylor and unanimously carried, the meeting adjourned at 9:00 p.m.

Debra A. Rubin, RMC
Municipal Clerk