

TOWNSHIP COMMITTEE MEETING  
March 9, 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 (7:02 p.m.), Jay Taylor and Mayor Matthew Scott. Also present was 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 February 24, 2020

The Township Committee Regular Meeting Minutes of February 24, 2020 on a motion by Mr. Ferrante, seconded by Dr. Rogers. On a roll call vote of the members of the Township Committee;

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

the Township Committee Regular Meeting Minutes of February 24, 2020 were adopted.

**Proclamation – Youth Art Month**

Mayor Scott read the following proclamation in its entirety:

**Proclamation**

WHEREAS, art education contributes powerful educational benefits to all elementary, middle, and secondary students including the following:

- . art education develops students' creative problem-solving and critical thinking abilities;
- . art education teaches sensitivity to beauty, order, and other expressive qualities;
- . art education gives students a deeper understanding of multi-cultural values and beliefs;
- . art education reinforces and brings to life what students learn in other subjects; and
- . art education interrelates student learning

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in art production, art history, art criticism, and aesthetics.

WHEREAS, our national leaders have acknowledged the necessity of including arts experiences in all students' education,

AND WHEREAS March is officially recognized as YOUTH ART MONTH, I proclaim the observance of youth art month and encourage the support of quality school art programs for children and youth.

NOW, THEREFORE, I, Matthew A. Scott, Mayor of the Township of Cranbury, County of Middlesex, State of New Jersey do hereby proclaim March, 2020 as

**YOUTH ART MONTH**

*Matthew A. Scott, Mayor  
Cranbury Township*

• **Members of Committee –**

- Mr. Taylor –  
Mr. Taylor reported that he did not attend any meetings since the last committee meeting.
- Mr. Ferrante –  
Mr. Ferrante reported on attending the Board of Health meeting. He reported on items discussed at the presentation by the County and also information regarding State and County reporting of COVID-19. Mr. Ferrante added residents should subscribe to the township email blasts for alerts.  
Mr. Ferrante added that the new sound system was planned to be installed in the coming week.
- Mrs. Spann –  
Mrs. Spann attended the Historic Preservation Committee meeting and reported the Zoning Committee met. She also reported that she would be meeting at the Police Department to address any needs regarding Buildings and Grounds.
- Dr. Rogers –  
Dr. Rogers attended the Cranbury Historic Preservation Society meeting.
- Mayor Scott –  
Mayor Scott thanked Mr. Ferrante for his information on the coronavirus. He added that communication is key and currently our communication with both the State and County is excellent. Mayor Scott added that the Township will continue to forward information to the residents.  
Mayor Scott reported that Crate & Barrel will be closing.  
He added that he attended the Fire Department dinner at Cranbury Inn and added how greatly the department is appreciated. He also attended the Planning Board meeting.  
Coffee with the Mayor and Deputy Mayor will be on March 14<sup>th</sup>.

Mayor Scott gave his Economic Development Advisory Committee Presentation.

Dr. Rogers gave the Sustainable Jersey Presentation. Fellow presenters were Michele Till and Paul Mullen.

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**Agenda Additions/Changes** – None

**Boards and Commissions Vacancies:**

- Municipal Alliance
- Parks Commission
- Recreation Board

**Ordinances** – None

**Resolutions – Consent**

Mayor Scott asked the Township Committee if there were any questions or comments on the Consent Agenda. Mayor Scott requested a motion to adopt the following Consent Resolutions. On a motion by Mr. Ferrante, seconded by Dr. Rogers and unanimously carried, the following Resolutions adopted by vote:

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

Abstain: (None  
Absent: (None    Nays: (None

**Cranbury Township Resolution #R 03-20-052**

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 03-20-053**

A RESOLUTION AWARDING A PROFESSIONAL SERVICES AGREEMENT

WHEREAS, the Township wishes to hire the following firm ("Professional") to provide professional services to the Township during the calendar year 2020 as follows:

- a). Clarke Caton Hintz – COAH Consulting Services

WHEREAS, the costs for the services to be provided by the Professional is set forth in their respective proposal submitted to the Township, which is incorporated herein as if fully restated; and

WHEREAS, the Township has a need to acquire the foregoing services without a "Fair and Open Process" as defined by P.L. 2004, c. 19, the "Local Unit Pay-to-Play Law"; and

WHEREAS, the Professional has completed and filed with the Township Campaign Contributions Affidavits as required by N.J.S.A. 19:44A-20.2 *et seq.* certifying that they have not made any prohibited contributions to a candidate's committee or municipal committee representing the elected officials of the Township of Cranbury, along with Certifications Regarding Political Contributions as required by N.J.S.A. 19:44A-20.26; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et. seq.* authorizes the award of this contract without public bidding on the basis that this is a professional services agreement; and

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WHEREAS, the Cranbury Township Chief Financial Officer has certified that sufficient funds are available for this purpose and that the value of said Agreement will exceed \$3,000.00;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury, in Middlesex County, New Jersey, as follows:

1. The Township of Cranbury hereby approves the following firm to provide professional services to the Township during the calendar year 2020:

a). Clarke Caton Hintz - COAH Consulting Services

2. The Mayor and Clerk are hereby authorized and directed to enter into a Professional Services Agreement with the aforementioned Professionals pursuant to the provisions of the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.* This contract is being awarded without competitive bidding as a Professional Services Agreement under the provisions of the aforementioned law because a service will be rendered or performed by a person or persons by law to practice a recognized profession and whose practice is regulated by law.

3. A copy of this Resolution, the pay-to-play forms, and the executed Agreement and insurance certificate shall be placed on file in the Office of the Township Clerk.

4. A brief notice of this action shall be published in a newspaper of general circulation in the Township of Cranbury within ten (10) days of its passage.

**Public Comment**

Mayor Scott opened the meeting to general public comment.

Kathy Moraldo – She commended the committee for their efforts to help businesses in town. She offered to share a flier with the committee to help educate the public on how to help local businesses. She added it takes more than just good parking. She will forward the flier to the members for their review and use.

Mayor Scott closed the meeting to public comment.

**Action Items:**

Mr. Ferrante prepared the following list to be noted as “Action Items”:

- Emergency Preparedness - Mayor Scott
- Ordinance (Downtown Revitalization) – Mayor Scott
- Local Campaign – Dr. Rogers to send to Mike Ferrante

Mayor Scott requested a motion to adjourn. On motion by Mr. Taylor, seconded by Mrs. Spann and unanimously carried, the meeting adjourned at 8:30 p.m.

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Debra A. Rubin, RMC  
Municipal Clerk