

TOWNSHIP COMMITTEE REGULAR MEETING
May 11, 2020

The Township Committee Regular Meeting of the Township of Cranbury was held at 7:00 pm. by remote access videoconferencing in response to COVID-19 and the updated Open Public Meeting Act guidelines. Answering present to roll call were Township Committee members: Michael Ferrante, Barbara Rogers, Evelyn Spann, Jay Taylor and Mayor Matthew Scott. Also present were Denise Marabello, Township Administrator/CFO; Steven Goodell, Township Attorney; Thomas Decker, Township Engineer; and Debra Rubin, Municipal Clerk. Mayor Scott called the meeting to order and Ms. Rubin read 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 and remote access information added on April 24, 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. Township website was updated with remote access information on April 24, 2020.

Sent to those individuals who have requested personal notice.

--Township Committee Regular Meeting Minutes of April 27, 2020

The Township Committee Regular Meeting Minutes of April 27, 2020 on a motion by Mr. Ferrante, seconded by Mrs. Spann. On a roll call vote of the members of the Township Committee;

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

the Township Committee Regular Meeting Minutes of April 27, 2020 were adopted.

Reports and Communications

- Mr. Ferrante – Thanked a group of residents who donated and delivered masks to township residents and township employees. He reported a total of over 1,000 masks were delivered. Mr. Ferrante also thanked FLAG (Front Line Appreciation Group) for their fundraising efforts in raising approximately \$27,000.00, which aided in purchasing over 2,800 meals from local restaurants. Those meals were delivered to various health care centers in the area. He thanked both groups for their efforts during the pandemic. He attended both the Board of Health and the Board of Education remote meetings. Mr. Ferrante thanked residents adhering to the guidelines which allowed the parks to remain open.
- Dr. Rogers – Reported the Technical Assistance scope had been submitted. She added that she will be attending the next regularly scheduled Parks Commission meeting. Dr. Rogers explained the interactive map highlighting township businesses was added to the township website and has received positive feedback.

TOWNSHIP COMMITTEE REGULAR MEETING
May 11, 2020

- Mrs. Spann – Reported attending the Historic Preservation Commission meeting, which reviewed a large amount of applications and where discussion began on the buffer with Richard Preiss, Township Planner. She also attended the Planning Board meeting. She thanked Wayfair for using local businesses to feed their employees. Their support has been significant to many local restaurants.
- Mr. Taylor - Reported on his attendance at the Board of Education and Board of Recreation Commissioners meetings. He thanked the first responders and various drive by celebrations. Mr. Taylor added his condolences to the passing of long-time resident Barbara Danser who recently passed. Mr. Taylor stated that Mrs. Danser will be sorely missed.
- Mayor Scott – Discussed his recent update to the residents. He is working with the Lions Club to have a drive by parade for Memorial Day. They are working with the County to be in compliance with Executive Order 107.
He explained that one day a week “Take Out Tuesday” he is asking residents to use takeout in support of local businesses.
Mayor Scott asked the other members of the Township Committee if they agreed with authorizing the Township Administrator to process payments for the Fire Company and EMS the next day. Financial documents from the Fire Company had been previously sent electronically for the members to review. The members of the Township Committee agreed unanimously.

Subcommittee – Vietnam Veteran Memorial – Dr. Rogers reported that four names will be added to the monument and will be read on Memorial Day.

Follow up Items – Memorial Day Parade – Previously discussed.

Agenda Additions/Changes – Mayor Scott appointed Robert Bolger to the Parks Commission as 2nd Alternate Member filling an unexpired term to expire 12/31/20.

Boards and Commission – Vacancies:

Ms. Rubin read the following vacancies:

- Board of Recreation Commissioners – (1)
- Municipal Alliance – (1)

**Ordinances –
First Reading – None**

Second Reading - 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 carried with the following vote for the following Resolutions adopted by a vote:

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

Abstain: (None
Absent: (None

Nays: (None

TOWNSHIP COMMITTEE REGULAR MEETING
May 11, 2020

Cranbury Township Resolution #R 04-20-067

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 05-20-068

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). Horner & Canter Associates – Conflict Traffic Consultant 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

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 be available by virtue of Planning Escrow;

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). Horner & Canter Associates - Conflict Traffic Consultant 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.

TOWNSHIP COMMITTEE REGULAR MEETING
May 11, 2020

CRANBURY TOWNSHIP RESOLUTION #R 05-20-069

Appointment of Fire Subcode Official

NOW, THEREFORE, BE IT RESOLVED, BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CRANBURY, that Rob Weber be appointed to the position of Fire Subcode Official effective April 1, 2020.

CRANBURY TOWNSHIP # R 5-20-070

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 2020 in the sum of \$6,769.00 which item is now available as a revenue from the County of Middlesex pursuant to the provision of statute, and

Section 2

BE IT FURTHER RESOLVED that a like sum of \$6,769.00 is hereby appropriated under the caption "Community Block Development Grant 2019"

Section 3

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

Public Comment

Mayor Scott opened the meeting to general public comment.

- Jennifer Suttmeier – Questioned the information provided to the residents regarding COVID cases within the township. She asked why there was not information included for residents to take action, such as, are current methods working? She stated it would be helpful for the community to know more and understands HIPPA restrictions, however, expressed desire for more information. Mayor Scott replied that there is currently no contact tracing in place nor additional data provide to them by the officials.

TOWNSHIP COMMITTEE REGULAR MEETING
May 11, 2020

- Ernie Mathews - Said "Kudos" to the township staff that assisted him earlier to log on to the township meetings.
- Richard Kallan – Asked Ms. Marabello to explain the impact this pandemic may have on the collection of taxes. Ms. Marabello advised that tax payments are being made and processed.
- Barbara Wright - Stated all should watch the Governor's daily press conferences for information. She asked for number of cases in long term care facility within the Township. She added the numbers of cases are lessening and appears there is some relief.
- Paul Lindenfeld – Discussed the four names being added to the Memorial Monument. He stated two deserved special recognition, which were PFC James Robinson and Pete McGurney Sr. Mayor Scott asked Mr. Lindenfeld to email him the information on the servicemen to add to the Memorial Day speech and also his suggestions for recognition of the two men.

Mayor Scott closed the meeting to public comment.

Action Items:

- Mayor Scott added he is working on a Economic Development Ordinance and hopes to have a draft for the next meeting for the members to review.
- Mayor Scott to follow up with Mr. Lindenfeld for the information on the veterans for Memorial Day.

Mayor Scott requested a motion to adjourn. On motion by Dr. Rogers, seconded by Mr. Ferrante and unanimously carried, the meeting adjourned at 7:50 p.m.

Debra A. Rubin, RMC
Municipal Clerk