

TOWNSHIP COMMITTEE BUDGET MEETING
January 28, 2017

The Budget Meeting of the Township Committee of the Township of Cranbury was held at 9:00 a.m. in the Town Hall Meeting Room. Answering present to the roll call were: Township Committee members: Susan Goetz, Glenn Johnson, Jay Taylor, Dan Mulligan and Mayor David Cook. Also present was: Denise Marabello, Township Administrator/Director of Finance and Kathleen R. Cunningham, Municipal Clerk/Assistant Administrator. Mayor Cook 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 January 5, 2017 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 January 5, 2017.
- (3) Was filed on January 5, 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, and
- (4) Sent to those individuals who have requested personal notice.

Shade Tree Commission

Several residents of The Four Season at Cranbury attended the meeting in support of removing the 114 ash trees in the right-of-way in their Development that have been destroyed by Emerald Ash Bore. The Home Owners' Association is taking care of removing the other 34 trees that are not in the right-of-way.

Shade Tree Commission members, Kathy Easton and member Bonnie Larson discussed with the Township Committee the needs this year in the Shade Tree Commission's Budget.

Ms. Easton explained the monies allocated for training (\$750) will be utilized this year and will include two (2) public works employees as well. Ms. Easton indicated she will try to get a better price for the training. She reported the Commission is asking \$4,500 for the Community Forest Management Plan. This is a five-year (5) Plan and this is the year for renewal. Ms. Easton indicated the Commission hopes to get a grant. Ms. Easton also stated she is willing to work this year with Mr. Jerry Thorne, Public Works on a "Hazardous Tree List" for the Township's trees that should be removed. She will try to do this in June. Mr. Cook indicated he would like to revisit this issue as it is also a County issue. Ms. Easton asked for \$5,000 for new trees. Mayor Cook indicated the Township cannot both remove trees and give \$5,000 for new trees. Mr. Mulligan stated he does not expect to see a \$71,000 Budget for Shade Tree next year. Ms. Easton explained this year's large increase is due to the Ash Tree removal issue. Ms. Easton asked for a meeting to discuss ordinances; in particular to have an ordinance adopted prohibiting certain trees from being planted.

Mr. John Battles, President, Four Seasons Homeowners' Association reported the Association will be approving the removal of the trees at its meeting on February 2, 2017 and will work with Ms. Marabello to coordinate.

Mr. Battles also reported recently the Association had issues with sidewalks lifting due to tree roots and would like to work with the Township on planting trees that will not cause this problem.

TOWNSHIP COMMITTEE BUDGET MEETING
January 28, 2017

Police Department

Lt. Giuseppe DeChiara discussed with the Township Committee the Police Department's Capital Budget for 2017.

Lt. DeChiara indicated the Police Department is requesting two (2) new vehicles (unmarked) this year and the rest of the request in the Capital Budget this year is for the equipment to go into these new cars.

Lt. DeChiara also reported he has been in communication with Abdul, the Township's IT Consultant concerning the servers at the Police Station. There are presently 6-8 virtual servers and two (2) of these servers have passed their life expectancy of five (5) years; they are eight (8) years old. The goal is to change out both no later than next year. One (1) has to be replaced this year at a cost of \$14,000. Mr. Mulligan volunteered to meet with Abdul, Lt. DeChiara and Ms. Marabello to review the recommendations Abdul has made. The Township Committee members were in agreement. Mr. Mulligan will update the Township Committee members on the outcome of the meeting.

Lt. DeChiara reported on the recent acquisition of a Hummer (at no cost to the Township) from the Federal Government. He explained, the Hummer can navigate certain roads in the Township alleviating the need to call Public Works so often and eliminate the need to have to wait until the State or County arrive on the scene. Getting the Hummer "up to par" is the cost shown in the Capital Budget. Lt. DeChiara reported the Hummer never had been used in combat so there was very little wear and tear on it.

Mr. Taylor left the dais at this time and did not participate in the following discussion on LOSAP:

Fire Company and First Aid Squad

Ms. Marabello reported this year the Township will be giving the same contribution amount.

LOSAP

Ms. Marabello reported the amount of LOSAP in the Budget is \$1,635 per member. There are a lower number of certified members, reducing the cost by \$2,700 from last year. The Township is leaving in the "Volunteer Incentive."

Mr. Taylor returned to the dais.

Capital Budget Discussion

The Township Committee discussed Brainerd Lake Maintenance. Ms. Goetz suggested getting a consultant to find out what grants are available to assist the Township in the on-going maintenance and the dredging of the Lake; the Township Committee members agreed.

Parks: Mr. Tom Weidner had sent a letter to members of the Township Committee requesting \$10,000 this year for "beautification (signs, etc.) of the Township's Parks." Ms. Marabello reported the Parks Commission has \$2,000 presently in its Trust fund so \$8,000 would end up coming out of the Budget. Ms. Lisa Rue, Parks Commission reported the monies will be used for flowers, fencing and signs. The Parks Commission will seek approval from the Township Committee before purchasing anything. The Township Committee agreed to allocate \$8,000 to the Parks Commission.

TOWNSHIP COMMITTEE BUDGET MEETING
January 28, 2017

Town Hall – Recessed Lighting: A discussion ensued concerning the present recessed lighting on the exterior of Town Hall. Mr. Taylor indicated the existing outside lighting should be replaced with new lighting as it is outdated and the new lighting should be installed above the doors of Town Hall. Ms. Marabello indicated she can find the \$7,500 from a previous ordinance (funds were never used).

Old and New Fire House: The Township Committee discussed and made a decision to only paint the exterior trim of the old fire house as it is rotting.

NJDOT/John White Road: Ms. Marabello reported these funds will only be needed if the Township secures the grant for the John White Road repaving.

Township Road Repairs/Sealing: Mr. Johnson shared he had attended the New Jersey League of Municipalities Convention in November to learn of various ways to repair pot holes. He explained there are three (3) options available; hot melt crack sealing (equipment cost is \$1,800 wk/\$5400/month and \$1,680 pallet (2 pallets/week), Falcon Hotbox (\$375 day/\$1,050/week) and an asphalt mixer which recycles asphalt millings (\$59,750 to buy w/access.), and finally, a crack repair machine (\$39,975). and went over them with the Township Committee. Ms. Marabello cautioned the Township Committee with giving Public Works more work; it will require additional staff. She recommended leaving \$20,000 in the Capital budget for this item.

The Township Committee requested Ms. Marabello obtain from the Township Engineer, Thomas Decker, a priority list for Township intersections (including sealing) and put \$110,000 as a place holder and then after Mr. Decker gets back with the information, decide on a final amount.

Salary Pool

Mr. Taylor recognized the employees for their hard work, willingness to consolidate positions and the efforts made by them to save the Township money. The Township Committee discussed and made a decision to give a 3% pool for salary increases this year.

The Township Committee discussed the Township Surplus and Tax Rate. Mr. Steve Benner, Tax Assessor discussed with the Township Committee projected added assessments and reviewed with them a breakdown from 1999-2016 and various proposed tax rates for this year.

The Township Committee made the decision to raise the tax rate by one-cent.

Public Comment

The Mayor opened the meeting to public questions and comment. There being no comments, the Mayor closed the public part of the meeting.

On motion by Mr. Taylor, seconded by Mr. Mulligan the meeting adjourned at 1:35 p.m.

Kathleen R. Cunningham, RMC
Municipal Clerk