

TOWNSHIP COMMITTEE REGULAR MEETING
June 28, 2021

The Township Committee Regular Meeting of the Township of Cranbury was held at 7:02 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: Barbara Rogers, Matthew Scott, Evelyn Spann, Mr. Taylor and Mayor Michael Ferrante. Also present were Denise Marabello, Township Administrator/CFO; and Debra Rubin, Municipal Clerk. Mayor Ferrante led in the salute to the flag, 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 22, 2021.

Filed on January 22, 2021 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 previously updated with remote access information on April 24, 2020, and updated June 18, 2020.

Sent to those individuals who have requested personal notice.

Ms. Rubin read the following additional statement:

Cranbury Township

Statement on Public Comment during Remote Meeting

The public may electronically submit questions or comments to twpcclerk@cranbury-nj.com or in written letter form via mail to Cranbury Township Town Hall no later than 4:00 p.m. the day of the scheduled Committee Meeting. Name, address and phone or email must be included. Timely submitted questions or public comment shall be read aloud and addressed during the public meeting. Duplicate written comments may be summarized and noted for the record in a consistent manner.

To eliminate background noise so that all meeting participants may hear, please mute your microphone and remain in listening mode only. The Clerk will place all remote attendees on this platform on mute as well and will manage the order of the remote participant's comments. During public comment period(s), the Clerk will make an announcement that any remote participant seeking to comment must signify their intent by using the "raise hand" feature on Zoom. The Clerk will then unmute each participant individually when it is their designated time to speak. If you do not have a question or comment, please keep your microphone muted. Please unmute yourself only at the direction of the Clerk. All remote users must state their name and address at the beginning of his/her public comment.

Should a member of the public using the Zoom platform become disruptive, that individual will be kept on mute and receive a warning that continued disruption may result in their being prevented from speaking or removed from the meeting entirely. If time permits, the disruptive individual shall be allowed to speak after all other members of the public have been given the opportunity to speak.

The Township Committee will facilitate a dialogue with all commenters to the extent permitted by Zoom technology.

Approval of Minutes: Mayor Ferrante asked if any members of the Township Committee would like to address changes or amendments to the following minutes. Hearing none, Mayor Ferrante asked for a motion to adopt the following minutes as presented:

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--Township Committee Regular Meeting Minutes of June 14, 2021 and;

On a motion by Mr. Taylor, seconded by Mr. Scott, along with the following roll call vote of the members of the Township Committee;

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

Abstain: (None
Absent: (None

Nays: (None

the Township Committee Regular Meeting Minutes of June 14, 2021 were adopted.

**Reports and Communications
Members of Committee**

- Dr. Rogers – Dr. Rogers reported on her attendance of the Municipal Alliance and CHPS Board meetings. She noted the Municipal Alliance meeting reviewed their past events and were in the process of planning their fall events. CHPS discussed the renaming of the 1713 East Jersey Cottage and Cranbury being mentioned in a MyCentralJersey.com article about the Underground Railroad. She also attended the first annual Pride Picnic in Village Park that was open to all and over ninety Cranbury residents came out to support the event. She plans to submit Municipal Energy Audit this week.
- Mr. Scott – Mr. Scott reported on EDAC and the food trucks to be at July 5th firework celebration. He added the CBA (Cranbury Business Association) has increased their membership due to collaboration with EDAC. Cranbury Day will include a 9/11 moment of honor for first responders and all who perished that day. Mr. Scott reported that both Cranbury School and PHS graduations were complete and went well. Lastly, Mr. Scott noted the recent passing of Frank Brennan.
- Mrs. Spann – Recognition for the loss of Frank Brennan Jr. His legacy lives on with his family and the Cranbury Book he coauthored with his wife. The June meeting of the Zoning Committee continued their focus and work on the Sign Ordinance. Members from CHPS, HPC, and the CBA also attended and offered feedback. Ordinances for Deicing, Stormwater Management and Cannabis, will be on the Planning Board July Agenda for consistency review. The Sump Pump Ordinance will require a small addition before passing.
- Mr. Taylor – Mr. Taylor gave an update that many people like the meetings being held in Zoom format. He also posed a question on how property enforcement is being handled.

Mayor

- Mayor Ferrante – The following items were covered under the mayor's updates;
 - NJDEP Mayor's Introduction meeting was held on June 21st.
 - Lions Club Award Dinner on June 23rd; Marilyn Mullen and Dr. Susan Genco honored
 - Library Project – Pre-construction meeting held; fencing up; dirt has been moved.
 - Communications – August Tax Letter Inclusion
 - COVID-19 Vaccinations as of June 15th – 96% of Cranbury adults have one dose; 87% of Cranbury adults fully vaccinated)

Upcoming Events

- July 5 – Fireworks
- July 17 – Mindfulness Meditation seminar
- September 11 – Cranbury Day and Helene Cody 5K race
- 2022 – Cranbury's 325th Anniversary

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Department Head –

Chief Owens gave a summary of the Police Department May monthly report. He highlighted 134 summonses written, 274 traffic stops and bicycle officers have been deployed and are on patrol additionally. Chief Owens reported that the implementation of body cameras has been delayed.

Follow-up Items –

- Proceed with Plainsboro Road Local Aid grant application (T. Decker – completed)
- Idling – share information with Chief Owens (M. Ferrante – completed)
- Municipal Energy Audit submission (B. Rogers – completed)
- Gateway project – included as part of Bike Grant staging (B. Rogers)

Agenda Additions/Changes –

- Added to Consent Agenda as item 11c is Cranbury Township Resolution #R 06-21-089 – Approval to Submit Grant Application and Execute Contract with NJDOT for Plainsboro Road Project.
- Mayor Ferrante appointed Joann Charwin to the vacant unexpired term of member to the Parks Commission with term expiration of December 31, 2022.
- Mayor Ferrante made corrections to the membership on the Recreation Board. Kevin Bobetich was appointed as a regular member with the term expiration of December 31, 2025; Irene Drakapoulos as 1st alternate member with the term expiration of December 31, 2023; and Katie Harmon as 2nd alternate member with the term expiration of December 31, 2024.

Ordinances –

First Reading – None

Second Reading - None

Resolutions – Consent

Mayor Ferrante asked the Township Committee if there were any questions or comments on the Consent Agenda items. Hearing none, Mayor Ferrante asked for a motion to approve the Consent Agenda resolution(s). On a motion by Mr. Scott, seconded by Dr. Rogers the following Consent Resolution(s) were adopted unanimously by the following vote:

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

Abstain: (None

Absent: (None

Nays: (None

CRANBURY TOWNSHIP RESOLUTION #R 06-21-087

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 06-21-088

A RESOLUTION APPROVING EMPLOYEE AND BOARD MEMBER HANDBOOK AND PERSONNEL POLICY AND PROCEDURES MANUAL FOR MANAGERIAL/SUPERVISORY EMPLOYEES

WHEREAS, it is the policy of the Township of Cranbury to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the

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Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, (the New Jersey Civil Service Act,) (the New Jersey Attorney General's guidelines with respect to Police Department personnel matters,) the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; and

WHEREAS, the Cranbury Township Committee has determined that there is a need for an Employee and Board Member Handbook and Personnel Policies and Procedures Manual for Managerial/Supervisory Employees to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations.

NOW, THEREBY, BE IT RESOLVED by the Cranbury Township Committee that the Employee and Board Member Handbook and the Personnel Policies and Procedures Manual for Managerial/Supervisory Employees attached hereto is hereby adopted.

BE IT FURTHER RESOLVED that the Employee and Board Member Handbook shall apply to all Township officials, appointees, board members, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail;

BE IT FURTHER RESOLVED that the Personnel Policies and Procedures shall apply to all Managerial/Supervisory Township officials and employees. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail. In all other cases, these policies and procedures shall prevail;

BE IT FURTHER RESOLVED that the manuals are intended to provide guidelines covering public service by Township employees and are not contracts. The provisions of the manuals may be amended and supplemented from time to time without notice and at the sole discretion of the Cranbury Township Committee;

BE IT FURTHER RESOLVED that to the maximum extent permitted by law, employment practices for the Township shall operate under the legal doctrine known as "employment at will";

BE IT FURTHER RESOLVED that the Township Administrator and all managerial/supervisory personnel are responsible for these employment practices.

Township of Cranbury Resolution #R 06-21-089

Approval to Submit Grant Application and
Execute Contract with the New Jersey Department
Of Transportation for the Plainsboro Project

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

BE IT FURTHER RESOLVED that the Mayor, Township Engineer and Township Clerk are hereby authorized to submit an electronic grant application identified as MA-2022-Cranbury Township 00494 to the New Jersey Department of Transportation on behalf of Cranbury Township.

BE IT FURTHER RESOLVED that the Mayor and Township 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 grant agreement and approves the execution of the grant agreement.

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Public Comment

Mayor Ferrante advised that four (4) comments were submitted via email to the Township Clerk by the deadline to be addressed during public comment. Those comments are:

- Jon Kemmer – When will Plainsboro Road be paved?
- John Affel – Asked what actions have been taken regarding Liberty Way Bridge over the last six (6) months and what actions are planned for the next six (6) months to get the bridge built?
- Kellie Lavery – Commented on how positive the Zoom meetings have been for the public during the pandemic. She urged the members to take whatever steps are necessary to preserve a remote access option for all meeting moving forward.
- Janice Mondoker – Asked for an update on the traffic impact study that Amazon was required to complete two (2) years ago after full occupancy?

Mayor Ferrante then opened the meeting to general public comment.

- Bill Bauder - Mr. Bill Bauder reminded the TC that the location of the new public library was acquired by the township in 2002, and it was later discovered that the property was contaminated from its time as a rose nursery. He wanted to confirm that the construction company knew this history and would treat the soil appropriately. Mayor Ferrante explained that the site approval for the new library occurred at the Planning Board in 2016. He also shared that the 2007 site remediation report was pulled from the township archives and shared with the construction firm at the pre-construction meeting last week

Action Items:

- TC members – tax letter information by July 14th
- Cranbury Day – American Legion connection to Mr. Scott
- Cranbury Day – Sustainability connection to Mr. Scott
- Ms. Mondoker – OPRA request for Traffic Study results

Adjourn

Mayor Ferrante requested a motion to adjourn. On motion by Mrs. Spann, seconded by Mr. Scott and unanimously carried, the meeting adjourned at 7:58 p.m.

Debra A. Rubin, RMC
Municipal Clerk