

TOWNSHIP COMMITTEE REGULAR MEETING  
July 12, 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 (7:12 p.m.) Evelyn Spann, Jay Taylor and Mayor Michael Ferrante. Also present were Steven Goodell, Township Attorney; Thomas Decker, Township Engineer; 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](mailto: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 28, 2021 and;**

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

Ayes: (Rogers  
(Spann  
(Taylor  
(Ferrante

Abstain: (None  
Absent: (Scott

Nays: (None

the Township Committee Regular Meeting Minutes of June 28, 2021 were adopted.

**Reports and Communications  
Members of Committee**

- Dr. Rogers – Dr. Rogers reported she had no meetings as liaison for any boards and commissions scheduled since the last Township Committee meeting. She reported that she is awaiting signature on the energy audit in order for it to be complete. Dr. Rogers added that the Resident Communication Subcommittee discussed the Township Committee's participation in the upcoming Cranbury Day. She requested a discussion amongst the members to discuss ideas to decide upon a theme and confirm a schedule of availability amongst the members to host the table.
- Mrs. Spann – Mrs. Spann reported on the Planning Board, Environmental Commission and Historic Preservation Committee meetings. The Planning Board prepared three (3) memos to accompany the three (3) ordinances on this evening's agenda for second reading. She further discussed the upcoming public hearing to be held by the Historic Preservation Commission at their next meeting. She also added how the newly passed Electric Vehicle bill may affect the Township in the future.
- Mr. Scott – Mr. Scott reported the food trucks were well received at the July 5<sup>th</sup> fireworks. He added the Cranbury Business Association and EDAC were alternating their weekly meetings in order to discuss the upcoming Cranbury Day. He also reported the EDAC obtained the URL [www.cranburyday.com](http://www.cranburyday.com) to help promote Cranbury Day.
- Mr. Taylor – Mr. Taylor reported that summer camp has begun and has received positive feedback. He added that the Cranbury Historical Preservation Society is beginning the planning for next year's 325<sup>th</sup> anniversary celebration, which will reflect on the last fifty (50) years.

**Mayor**

- Mayor Ferrante – The following items were covered under the mayor's updates;
  - Library Project – Target date to be open for operation is June 2022
  - Communications – August Tax Letter Inclusion – EDAC preparing insert.
  - Traffic Subcommittee – Planned meeting with Amazon and Wayfair.
  - Cranbury Day – Township Committee will participate with a table. Township Committee members will prepare a schedule for coverage.
  - COVID-19 Vaccinations as of July 5<sup>th</sup> – 100% of Cranbury adults have one dose; 93% of Cranbury adults fully vaccinated)

**Upcoming Events**

- July 17 – Mindfulness Meditation seminar
- August 3<sup>rd</sup> – National Night Out - PBS
- September 11 – Cranbury Day and Helene Cody 5K race
- 2022 – Cranbury's 325<sup>th</sup> Anniversary

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**Department Head –**

Sam Distasio, Fire Chief, reported (40) forty calls total for the month of June. Included were the following assists; (12) twelve East Windsor, (1) one Hightstown, (1) one South Brunswick and two (2) for New Jersey Turnpike.

He requested that he be alerted to any food trucks participating in Cranbury Day in an attempt to have the placement of the trucks scheduled ahead of the date.

**Follow-up Items**

- Tax letter Information by July 14<sup>th</sup>
- Cranbury Day – American Legion connection to Mr. Scott
- Cranbury Day – Sustainability to Mr. Scott
- Ms. Mondoker OPRA request for traffic study results.

**Agenda Additions/Changes –**

- Ms. Rubin added item 11d - Cranbury Township Resolution #R 07-21-093 Award of Professional Services Agreement for Terracon Consulting to the Consent Agenda

**Boards and Commissions – Vacancies:**

Mayor Ferrante reported a vacancy on the Environmental Commission as an Alternate #2 member. The Chairperson will send the recommendation for Mayor's appointment before next meeting.

**Ordinances –**

**First Reading – None**

**Second Reading –**

– Ms. Rubin read the following ordinance by title only.

**Cranbury Township Ordinance No. 05-21-07  
Prohibiting Outdoor Storage of Deicing Material and  
Amending Section 150-10 of the Township Code:**

Mayor Ferrante opened for public comment on the ordinance only. Hearing no public comment, Mayor Ferrante closed public comment for the ordinance.

Hearing no additional discussion from the Township Committee members, Mayor Ferrante requested a motion to adopt Ordinance No. # 05-21-07. Mr. Taylor made a motion to adopt Ordinance # 05-21-07. Mr. Scott seconded the motion. On a roll call vote, the ordinance was adopted.

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

Abstain: (None

Absent: (None

Nays:    (None

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– Ms. Rubin read the following ordinance by title only.

**Cranbury Township Ordinance No. 06-21-08  
Prohibiting the Operation of Any Class of Cannabis Businesses within  
its Geographical Boundaries and Amending  
Chapters 50 and 150 of the Code of the Township**

Mayor Ferrante opened for public comment on the ordinance only. Ms. Jennifer Nasta Zefuti thanked the Township Committee members for listening to all the comments from the public and for following up with this ordinance. Hearing no further public comment, Mayor Ferrante closed public comment for the ordinance.

Hearing no additional discussion from the Township Committee members, Mayor Ferrante requested a motion to adopt Ordinance No. # 05-21-08. Mrs. Spann made a motion to adopt Ordinance # 05-21-08. Mr. Taylor seconded the motion. On a roll call vote, the ordinance was adopted.

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

Abstain: (None

Absent: (None

Nays: (None

– Ms. Rubin read the following ordinance by title only.

**Cranbury Township Ordinance No. 06-21-09  
Amending and Revising Chapter 150-61 (Stormwater Management) of the Land Development  
Code Implementing Changes Required by the Middlesex County Office of Planning and Ensuring  
Consistency with the Township's Sump Pump Regulation in Chapter 132 of the Township Code**

Mrs. Spann explained that an amendment was necessary due to the State of New Jersey saying the previous ordinance was inconsistent. Both Dr. Rogers and Mrs. Spann thanked all that worked together on the final ordinance.

Mayor Ferrante opened for public comment on the ordinance only. Hearing no public comment, Mayor Ferrante closed public comment for the ordinance.

Hearing no additional discussion from the Township Committee members, Mayor Ferrante requested a motion to adopt Ordinance No. # 05-21-09. Mr. Taylor made a motion to adopt Ordinance # 05-21-09. Dr. Rogers seconded the motion. On a roll call vote, the ordinance was adopted.

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

Abstain: (None

Absent: (None

Nays: (None

– Ms. Rubin read the following ordinance by title only.

**Cranbury Township Ordinance No. 06-21-10**

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**Amending the Sump Pump Discharge Regulations in Chapter 132  
of the Code of the Township**

Mayor Ferrante explained that the word “groundwater” was missing in the current version. The intent is to have the ordinance fail due to lack of motion and introduce the corrected version at the next meeting. Mayor Ferrante requested a motion to adopt Ordinance No. # 05-21-10. No motion was made and the ordinance failed on the table due to lack of motion.

**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. Taylor, 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 07-21-090**

**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 # R 7-21-091**

**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 2021 in the sum of \$11,503.30 which item is now available as a revenue from the State of New Jersey pursuant to the provision of statute, and

**Section 2**

BE IT FURTHER RESOLVED that a like sum of \$11,503.30 is hereby appropriated under the caption “Clean Communities”.

**Section 3**

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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

**Cranbury Township Resolution #R 07-21-092**

**RESOLUTION OF CRANBURY TOWNSHIP, COUNTY OF MIDDLESEX,  
STATE OF NEW JERSEY EXTENDING THE GRACE PERIOD  
FOR TAX DUE DATE**

WHEREAS, the Municipal budget has been adopted, and the Tax Rate has been struck, and

WHEREAS, pursuant to N.J.S.A.54:4-66.3, if tax bills are issued after the statutory mailing dates, the bills must include notice of the payment date after which interest will be charged back to the statutory due dates, and

WHEREAS, no interest may be charged for 25 days after mailing, and

WHEREAS, the Committee of Cranbury Township, to provide adequate notice to property owners of the amount of taxes owed for the third quarter of 2021 believe that the grace period for the payment of taxes should be extended.

NOW THEREFORE BE IT RESOLVED by the Committee of Cranbury Township that the grace period for the payment of property taxes in Cranbury Township for the third quarter of 2021 be and the same is hereby extended to twenty-five days after the mailing of the tax bills.

BE IT FURTHER RESOLVED that interest shall only be charged on third quarter property taxes by the Tax Collector for payments received after the twenty-five-day grace period.

**Cranbury Township Resolution # R 07-21-093**

**A RESOLUTION AWARDING A PROFESSIONAL SERVICES AGREEMENT**

WHEREAS, the Township wishes to hire the following firm ("Professionals") to provide professional services to the Township during the calendar year 2021 as follows:

- a). Terracon Consultants – Environmental 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 funds will be available by virtue of Capital Ordinances;

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 2021:

a). Terracon Consultants – Environmental 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 Ferrante advised that one (1) comment was submitted via email by the deadline to be addressed during public comment. Those comments are:

- Jim Waltman – Watershed Institute – Sent an email to Mayor Ferrante thanking the township for their participation in the recent Stream Clean Up. He reported there were (83) eighty-three volunteers and 315 lbs. of refuse was removed during the cleanup.

Mayor Ferrante then opened the meeting to general public comment.

- Andre Mento – Mr. Mento reported that the Cranbury Lions Club proposed a township project where Main Street, through the Village, is lined with American flags. He stated the Lions Club would provide the flags but asked for guidance on how to proceed. He added that his proposal is similar to that in the Borough of Helmetta for anyone who would like to have a visual of the finished project.

Hearing no further public comment, Mayor Ferrante closed the public comment portion at 7:51 p.m.

Mayor Ferrante followed up with Mr. Mento's proposal by asking for guidance from Denise Marabello, Township Administrator/CFO. Ms. Marabello will follow up with Borough of Helmetta to request guidance and information on how to complete the proposed project. Ms. Marabello will report back to the Township Committee on her findings.

**Action Items:**

- Speak to Helmetta regarding American flags along Main Street – D. Marabello
- Letter/Tax bill insert deadline July 14<sup>th</sup> – Township Committee
- Historic Preservation Commission note for July 20<sup>th</sup> public meeting (M. Ferrante – completed)

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**Adjourn**

Mayor Ferrante requested a motion to adjourn. On motion by Mr. Taylor, seconded by Mr. Scott and unanimously carried, the meeting adjourned at 7:56 p.m.

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Debra A. Rubin, RMC  
Municipal Clerk