

TOWNSHIP COMMITTEE REGULAR MEETING
December 19, 2022

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: Eman El-Badawi, Michael Ferrante, Evelyn Spann, and Mayor Barbara Rogers. Matthew Scott was excused absent. Also present were Denise Marabello, Township Administrator/CFO and Debra Rubin, Municipal Clerk. Mayor Rogers 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 5, 2022 and August 12, 2022.

Filed on January 5, 2022 and August 12, 2022 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.

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

-- Township Committee Regular Meeting Minutes December 12, 2022;

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

Ayes: (El-Badawi
(Ferrante
(Spann
(Rogers

Abstain: (None
Absent: (Scott

Nays: (None

the Township Committee Regular Meeting Minutes of December 12, 2022 were unanimously adopted.

Cranbury Township Resolution # R 12-22-131 – Recognizing the Service of Evelyn Spann on the Township Committee

Mayor Rogers read the following Resolution in its entirety. After reading, she asked the Township Committee if there were any questions or comments on Cranbury Township Resolution # R 12-22-131. Members of the Township Committee thanked Ms. Spann for her service and dedication to the Township of Cranbury. On a motion by Mr. Ferrante, seconded by Ms. El-Badawi the following Resolution was adopted by the following vote:

Ayes: (El-Badawi
(Ferrante
(Spann
(Rogers

Abstain: (None
Absent: (Scott

Nays: (None

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CRANBURY TOWNSHIP RESOLUTION # R 12-22-131

Recognizing the Service of Evelyn Spann on the Township Committee

Whereas, Evelyn has been a long-time Cranbury resident, with husband Rick and now-grown children Clayton, Veronica, and Allison. She has been actively involved in volunteering for the township, serving on the Cranbury Board of Education prior to being elected to the Township Committee in 2020; and

Whereas, Evelyn was instrumental on the traffic subcommittee, where she worked closely with the township traffic engineer and other committee members to resolve traffic issues raised by residents, improving signage, and coming up with traffic calming strategies. She worked with the County to construct directional signs near Halsey Reed Road to decrease the likelihood trucks would lose their way in the area; and

Whereas, Evelyn was an effective zoning committee chairperson, working tirelessly with members to advise the Township Committee on the adoption of numerous proposed additions or amendments to development regulations. She worked closely with the Historic Preservation Committee to create Article XI of the Cranbury code (Historical Districts) as well as Section 150-117 (Historical Districts Designated) which amended the Cranbury Village Historic District and Buffer. Both were adopted by the Township; and

Whereas, Evelyn has served as a reliable and hardworking liaison to many boards and commissions. Evelyn advocated for the Municipal Alliance as their liaison to advise the Township Committee to support a mental health initiative of mailing out information to residents about the new 988 suicide and crisis hotline; and

Whereas, Evelyn served on the planning board with great energy and enthusiasm, spending endless hours scouring proposed development plans prior to meetings. She vigorously defended the riparian zone from being negatively impacted and was intimately involved in the RFP process for planning and zoning professionals; and

Whereas, Evelyn's deep connection to and love for the Township of Cranbury is evident with her attendance and participation at town-wide events, celebrations, and meetings. She demonstrated passion and zest for the township with her relentless support for the interests of Cranbury at meetings and beaming smile on Cranbury Day at the Township Committee table.

NOW, THEREFORE, BE IT RESOLVED THAT we, the Township Committee, do hereby thank Evelyn for her years of service to Cranbury and her dedication to the Cranbury Township Committee.

Reports and Communications:

Members of Committee

- Ms. El-Badawi – Ms. El-Badawi reported on her attendance at the Parks Commission meeting. She also reported on the Cranbury Chamber of Commerce on behalf of the Economic Development Advisory Committee as well as the luminary event.
- Mr. Ferrante – Mr. Ferrante was unable to attend the Board of Education meeting. He reported on the Cranbury Arts Council Christmas Carol performance that he and Ms. Spann participated in.
- Mr. Scott – Mr. Scott was absent.
- Ms. Spann – Ms. Spann reported on her attendance at the Golden Age Neighbors end of year holiday festival. She also reported on communication with New Jersey Department of Transportation regarding traffic and safety measures along Route 130 and the Cranbury Circle/Cranbury Brickyard Road.

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Reports & Communications (cont.):
Mayor

Mayor Rogers shared an end of year power point presentation highlighting multiple accomplishments. This includes the completion of the Brainerd Lake Dredging Project, opening of the new Cranbury Public Library and Silver Level Sustainable New Jersey Status. She reported on Cranbury's 325th Anniversary events including Arts in the Park, the July 5th Fireworks and the return of the Health and Wellness Fair.

Department Heads – None.

Agenda Additions/Changes – Mayor Rogers removed Resolution # R 12-22-134 “Resolution Opposition to Construction of CPV Keasbey Power Plant in Woodbridge, NJ” from the Agenda

Boards and Commissions –

Mayoral Appointments: None.

Vacancies:

- Clock Winding – Member, expiring 12/31/22;
- Parks Commission – 2nd Alternate, expiring 12/31/22;
- Municipal Alliance – There are two vacancies:
 - Member expiring 12/31/22; and
 - 2nd Alternate expiring 12/31/22.

Ordinances –

First Reading – None

Second Reading – Ms. Rubin read the following ordinance by title only: **An Ordinance Creating The Code Of The Township Of Cranbury, Middlesex County, Nj, Chapter 14 Entitled “Volunteer Fire Company”**

Prior to opening the Ordinance to public comment, Mayor Rogers read a quick statement regarding it. She reported that the Township Committee and Fire Company have come to a mutual agreement on the final amendments to the ordinance. On a motion by Mr. Ferrante, seconded by Ms. Spann the following ordinance was opened to public hearing by the following vote:

Ayes: (El-Badawi
(Ferrante
(Spann
(Rogers

Abstain: (None
Absent: (Scott

Nays: (None

CRANBURY TOWNSHIP ORDINANCE 11-22-10

**AN ORDINANCE CREATING THE
CODE OF THE TOWNSHIP OF CRANBURY, MIDDLESEX COUNTY,
NJ, CHAPTER 14 ENTITLED
“VOLUNTEER FIRE COMPANY”**

WHEREAS, the Cranbury Township Code does not currently include a chapter to address the contract between the Cranbury Volunteer Fire Company and the Township; and

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WHEREAS, N.J.S.A 40A:14-68 provides for the means by which a township is to enter into an agreement with a volunteer fire company; and

WHEREAS, the Township Committee finds it not only necessary but a requirement to have such an agreement;

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Cranbury that the Code of the Township of Cranbury be hereby supplemented as set forth below.

SECTION 1. Chapter 14 is created as follows:

§ 14.1. Establishment

There is, and has been established, within the Township of Cranbury a fire company, known as the Cranbury Volunteer Fire Company (hereinafter referred to as "CVFC") which was created and established and is hereby continued to be recognized by the Township of Cranbury. No other firefighting organization is to be formed within the Township without consent of the Township Committee. CVFC must comply with all the requirements of this ordinance and the most current CVFC by-laws.

§ 14.2. Line Officers.

The line officers of the CVFC shall consist of Chief, Deputy Chief, Assistant Chief and Captain or any structure in the most current CVFC by-laws.

§ 14.3. Reports to Township Committee.

It shall be the responsibility of the Chief of the CVFC or his designee to make all reports to Township Committee.

§ 14.4. Ownership of quarters.

The Township of Cranbury shall retain ownership and control over the firehouses at 2-4 South Main Street which have been entrusted to the CVFC. Minor routine maintenance of the firehouses shall be the responsibility of the members of the CVFC. Maintenance that involves capital expenses, infrastructure investment or is of a large scale shall be the responsibility of the Township of Cranbury.

§ 14.5. Expenses.

The Township Committee shall supply contributions to the CVFC funding at its discretion up to the maximum contribution allowed by law.

§ 14.6. Purchasing and title of equipment and vehicles.

- A. The Township of Cranbury shall retain title to all equipment and vehicles purchased with funds supplied by the Township for the purpose of purchasing such equipment or vehicles. If the items are funded by the Township contribution and are above the bid threshold then formal approval of the Township Committee for such purchase shall be required and the purchase will adhere to the state bid laws.
- B. Nothing shall preclude the CVFC from purchasing its own fire equipment, vehicles or other personal property with their own funds.

§ 14.7. Duties of Fire Chief and Officers.

- A. The duties are in accordance with the CVFC's most current by-laws and standard operating guidelines available on file at Town Hall and the Firehouse.

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- B. The Chief and Officers shall cause to be kept complete records of all fires, apparatus and minor equipment, personnel and other information about the work of the CVFC.
- C. The Chief shall report monthly to the Township Committee the number and type of fires during the month and the number and purpose of all other runs made.
- D. The CVFC shall make a complete annual report to the Township Committee, such report to include information as specified in Subsection C of this section, as well as an annual consolidated financial report each year which shall include information that fulfills the requirements of N.J.S.A. 40A:14-34.
- E. The CVFC shall be responsible to transmit to the Chief Financial Officer of the Township, on or before November 15th of each year, a proposed capital budget including estimated costs for items requested.

§ 14.8. Membership.

- A. Every person seeking to join the CVFC shall make application to the CVFC in accordance with the rules and regulations thereof, and the bylaws of the CVFC. Upon obtaining membership in the CVF said person shall become a member in good standing of the CVFC, subject to automatic appointment thereto by the Township Committee.
- B. An annual volunteer fee of \$25 per member and \$50 for the Chief will be provided by the Township for active members. This is separate and distinct from the township's obligation under Township Code Chapter 18 Article II Length of Service Awards Program (LOSAP).
- C. Junior Firemen's Auxiliary membership is established and regulated per Township Code Chapter 18 Article I.

§ 14.9. Equipment.

- A. Recommendations for the purchase of apparatus and equipment needed to maintain the effectiveness of the CVFC and property to protect life and property from fire, greater than the current state bid threshold, shall be included in the capital budget request and provided by the Fire Chief to the Chief Financial Officer.
- B. All Township equipment of the CVFC shall be safely and conveniently housed by the CVFC at the firehouses and maintained by the members of the CVFC. The Chief and Officer's vehicles may be housed at the Chief or Officer's residences.
- C. Except as may be authorized by the Township Committee, no person shall use any fire apparatus or equipment of the Township for any private purpose. No person shall willfully and without authority take away or conceal any article used in any way by the CVFC.
- D. No person except authorized employees of the Township of Cranbury shall enter any place where fire apparatus is housed or handle any equipment belonging to the Township unless accompanied by or having the special permission of an officer or authorized member of the CVFC.
- E. The Chief is hereby authorized to extend aid to neighboring communities upon request for fire protection or to establish a mutual aid system.
- F. No apparatus, excluding the Fire Chief and Officers' vehicle, of the Township shall be hired out or permitted to leave the Township of Cranbury without consent of the Township, except in response to a call for aid in a neighboring community or on official business including festivals, parades and similar public events. No apparatus is to leave the Township on official business without the consent of the Chief or highest- ranking line officer available. The line officer in charge of the CVFC shall have power to assign equipment for response calls for outside aid in accordance with Subsection E of this section, and in other cases, only when the absence of such equipment in his judgment will not jeopardize fire protection in the Township of Cranbury.

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§ 14.10. Employment Practice Liability Insurance Coverage.

The Township will provide workers compensation coverage to all active CVFC members. Any and all other employment practice liability coverage will be provided by the CVFC and no claims will be covered by the Township Joint Insurance Fund.

SECTION 2. Repealer. All ordinances and resolutions, or parts thereof, inconsistent with this Ordinance, are hereby repealed.

SECTION 3. Severability. If any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and the remainder of this Ordinance shall be deemed valid and effective.

SECTION 4. Effective Date. This Ordinance shall take effect immediately upon its passage and publication, as required by law.

--Mayor Rogers opened for public comment on the ordinance only. Hearing none, Mr. Ferrante motioned to close public comment and Ms. Spann seconded.

Mayor Rogers opened for township committee members to comment on the ordinance only. Ms. El-Badawi commented her appreciation of both Township Committee and Fire Company in working together to finalize this ordinance. Hearing no further comment, Mayor Rogers closed the township committee comment portion on the ordinance.

Mr. Ferrante made a motion to adopt the ordinance. Ms. Spann seconded the motion. On a roll call vote, the ordinance was unanimously adopted.

Ayes: (El-Badawi
(Ferrante
(Spann
(Rogers

Abstain: (None
Absent: (Scott

Nays: (None

Resolutions – Consent

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

Ayes: (El-Badawi
(Ferrante
(Spann
(Rogers

Abstain: (None
Absent: (Scott

Nays: (None

CRANBURY TOWNSHIP RESOLUTION # R 11-22-132

NOW, THEREFORE, BE IT RESOLVED, by the Township of Cranbury that all bills and claims as audited and found to be correct be paid;

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CRANBURY TOWNSHIP RESOLUTION # R 12-22-133

A RESOLUTION AUTHORIZING THE RELEASE OF EXTRA DUTY ESCROW

WHEREAS, CCG has outstanding credits of \$770.00 in their Extra Duty escrow account previously posted with the Township.

WHEREAS, the Police Department has no outstanding bills

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Cranbury that the Township of Cranbury release outstanding credits in CCG's extra duty escrow account.

BE IT FUTHER RESOLVED that a copy of this Resolution, certified by the Township Clerk to be a true copy forwarded to each of the following:

- (a) Township Director of Finance
- (b) CCG

Public Comment

Mayor Rogers then opened the meeting to general public comment.

- John Gabriello – Mr. Gabriello expressed his support and desire for pickleball courts in Cranbury Township.
- Paul Callahan – Mr. Callahan expressed his support and desire for pickleball courts in Cranbury Township.
- Dan Wheeler – Mr. Wheeler expressed his support and desire for pickleball courts in Cranbury Township.
- Steve Suttmeier – Mr. Suttmeier expressed his support and desire for pickleball courts in Cranbury Township.
- Mike Thomson – Mr. Thomson expressed his support and desire for pickleball courts in Cranbury Township.
- Marc Greene – Mr. Greene expressed his support and desire for pickleball courts in Cranbury Township.
- Michael DiGioacchino – Mr. DiGioacchino expressed his support and desire for pickleball courts in Cranbury Township.
- Michael Joseph – Mr. Joseph expressed his support and desire for pickleball courts in Cranbury Township.
- Lisa Knierim – Ms. Knierim reported on a meeting with the Wayfair warehouse manager and their desire to participate in community outreach programs. She additionally reported on several EDAC vacancies for 2023.
- Charlie Smith – Mr. Smith thanked the Township Committee for working together regarding Ordinance 11-22-10 and thanked the community for their support of the Fire Company.

Mayor Rogers closed the public comment portion at 7:50 p.m.

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Action Items –

- Mr. Ferrante gave a brief synopsis of the budget process for members of the public. Ms. Marabello confirmed that the pickleball court project is in the 2023 capital plan to be discussed at budget time.

Adjourn

Mayor Rogers requested a motion to adjourn. On motion by Ms. Spann, seconded by Mr. Ferrante and unanimously carried, the meeting adjourned at 7:54 p.m.

Debra A. Rubin, RMC

Debra A. Rubin, RMC
Municipal Clerk