

TOWNSHIP COMMITTEE REGULAR MEETING
April 10, 2023

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, Lisa Knierim, Dr. Barbara Rogers, Matthew Scott 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 6, 2023.

Filed on January 6, 2023 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 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:

-- Township Committee Regular Meeting Minutes March 27, 2023

-- Township Committee Closed Session Minutes March 27, 2023

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

Ayes: (El-Badawi
(Knierim
(Scott
(Ferrante

Abstain: (None
Absent: (None

Nays: (Rogers

the Township Committee Regular Meeting Minutes of March 27, 2023 and the Township Committee Closed Session Minutes of March 27, 2023 were adopted by the majority present with one nay (Rogers).

Reports and Communications:

Members of Committee

- Mr. Scott – Mr. Scott has had no liaison meetings scheduled since his last report.
- Dr. Rogers – Dr. Rogers reported on her attendance at the Shade Tree Commission meeting. The Board of Education has not met since her last report.
- Ms. Knierim – Ms. Knierim was unable to attend both the Historic Preservation Committee and Board of Health meetings. The Economic Development Advisory Commission meeting has been rescheduled to an upcoming date.
- Ms. El-Badawi – Ms. El-Badawi reported on her attendance at the Development Review Committee meeting. She was unable to attend the Planning Board meeting.

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Mayor

Mayor Ferrante reported on his attendance at new neighbors' reception at the Cranbury Public Library, and the swearing-in of Police Officer Jason Larsen. He was unable to attend the Planning Board meeting.

Reminders:

- **April 15th** – Princeton High School Jazz Festival
- **April 16th** – Launch of Sunday Hours at the Cranbury Public Library
- **April 22nd** – Stream Cleanup
- **April 28th** – Cranbury School 125th Anniversary Alumni & Community Dance
- **April 29th** – Town-wide Garage Sale
- **April 30th** – Cranbury School 125th Anniversary Community Day
- **May 6th** – Praise in the Park
- **May 6th and 7th** – Clean-Up Day
- **May 7th** – Tour de Cranbury Biking Event and 1713 House Colonial Fair
- **June 3rd** – 30th Annual Health and Wellness Fair
- **September 23rd** – Rabies Clinic
- **TBD** – Arts in the Park/Walking Trail Celebration Event

Department Heads: None.

Follow-up Items: None.

Agenda Additions/Changes: None.

Boards and Commissions – Parks Commission

Sally O'Grady, Chair of the Parks Commission presented the Parks' 2022 Accomplishments and 2023 Goals. She reported that volunteers of the Parks Commission recorded 542 volunteer hours.

Mayoral Appointments/Vacancies –

Appointments:

- Fallon Szczur to 1st Alternate of Board of Recreation Commissioners with term expiring 12/31/23;

Vacancies:

- Economic Development Advisory Committee:
 - Member (CBA Representative), expiring 12/31/24;
 - Member, expiring 12/31/24;
- Parks Commission:
 - 2nd Alternate, expiring 12/31/23;

Ordinances:

First Reading – None.

Second Reading –

Prior to Ms. Rubin reading the following ordinance by title only, Mayor Ferrante summarized the ordinance for the public. Ms. Rubin then read the following ordinance by title only:

CRANBURY TOWNSHIP ORDINANCE 03-23-06

**A CAPITAL ORDINANCE OF THE TOWNSHIP OF CRANBURY AUTHORIZING VARIOUS
IMPROVEMENTS BY THE TOWNSHIP OF CRANBURY, IN THE COUNTY OF MIDDLESEX, NEW**

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JERSEY, APPROPRIATING \$1,000,000.00 FROM THE CAPITAL IMPROVEMENT FUND AND \$150,000 FROM SEWER FAIR SHARE TO COVER THE COST THEREOF.

BE IT ORDAINED by the Township Committee of the Township of Cranbury as follows:

SECTION 1: There is hereby approved as a capital project within the Township of Cranbury not to exceed the costs noted below:

| <u>Project/Purpose</u> | <u>Cost</u> |
|---|--------------|
| New Firehouse Improvements | \$111,000.00 |
| Road Repairs-Evans Tract, Bunkerhill, Sillers and Prospect | \$889,000 |
| South Brunswick Sewer Improvements | \$100,000 |
| Cranbury Sewer Improvements | \$50,000 |

SECTION 2: There is hereby appropriated from Capital Improvement Fund in the sum of \$1,000,000.00 and from Sewer Fair Share in the sum of \$150,000 to cover the cost of the capital projects as described in Section 1 hereof.

SECTION 3: This Ordinance shall take effect upon final adoption and publication according to law.

SECTION 4: The capital budget of the Township of Cranbury is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the capital budget and capital program as approved by the Director of Local Government Services is on file with the clerk and is available there for public inspection.

Mayor Ferrante opened for public comment on the ordinance only.

Hearing none, Mayor Ferrante closed the public comment on the ordinance.

Mayor Ferrante opened for township committee members to comment on the ordinance only.

Hearing none, Mayor Ferrante closed the township committee comments on the ordinance.

Ms. El-Badawi made a motion to adopt the ordinance. Ms. Knierim seconded the motion. On a roll call vote, the ordinance was unanimously adopted by the members present.

Ayes: (El-Badawi
(Knierim
(Rogers
(Scott
(Ferrante

Abstain: (None
Absent: (None

Nays: (None

Prior to Ms. Rubin reading the following ordinance by title only, Ms. Marabello stated the ordinance as advertised does not have the correct amount. She advised the Township Committee to open the hearing as required and then not to make a motion to adopt. Ms. Rubin then read the following ordinance by title only:

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CRANBURY TOWNSHIP ORDINANCE 03-23-07

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS OF THE TOWNSHIP OF CRANBURY, IN THE COUNTY OF MIDDLESEX, NEW JERSEY, APPROPRIATING \$428,990.00 THEREFORE, FUNDING \$21,450 FROM CAPITAL IMPROVEMENT FUND AND AUTHORIZING THE ISSUANCE OF \$407,540 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF.

Mayor Ferrante opened for public comment on the ordinance only.

Hearing none, Mayor Ferrante closed the public comment on the ordinance.

Mayor Ferrante opened for township committee members comment on the ordinance only.

Hearing none, Mayor Ferrante closed the township committee comment on the ordinance.

No motion was made and the ordinance was not adopted due to lack of motion.

Prior to Ms. Rubin reading the following ordinance by title only, Mayor Ferrante summarized the ordinance for the public. Ms. Rubin then read the following ordinance by title only:

CRANBURY TOWNSHIP ORDINANCE 03-23-08

AN ORDINANCE AMENDING THE CODE OF THE TOWNSHIP OF CRANBURY, MIDDLESEX COUNTY, NJ, CHAPTER 163 ENTITLED "FOOD-HANDLING ESTABLISHMENTS"

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Cranbury, Middlesex County, New Jersey, as follows:

SECTION 1. The recitals contained in the foregoing preamble are incorporated herein as if fully restated.

Chapter 163, Sections 163-1 through 163-3 and adding Section 163-5 of the Code of the Township of Cranbury ("Code"), shall be amended as follows (additions are underlined; deletions are in [brackets]):

§ 163-1. Compliance with State and County Standards.

All retail food establishments shall comply with [Chapter 12 of the New Jersey State Sanitary Code relating to the construction, operation, and maintenance of retail food establishments] Chapter 24 (N.J.A.C. 8:24) entitled "Sanitation in Retail Food Establishments, Food and Beverage Vending Machines and Cottage Food Operations"; and all violations are hereby declared to be nuisances hazardous to health.

§ 163-2. License Required; Fee; Expiration.

- A. It shall be unlawful for any person(s) or any body corporate to conduct a retail food establishment, as defined in and governed by [Chapter 12 of the New Jersey State Sanitary Code relating to the construction, operation, and maintenance of retail food establishments] Chapter 24 (N.J.A.C. 8:24) entitled "Sanitation in Retail Food Establishments, Food and Beverage Vending Machines and Cottage Food Operations"; without first having procured a license from the Board of Health, or to conduct said activities without complying with any or all of the provisions concerning

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[the construction, operation, and maintenance of the same as contained in the aforementioned Chapter 12 of the New Jersey State Sanitary Code] Chapter 24.

- B. The annual license fee to be paid for conducting a retail food establishment and mobile food vendor license shall be the sum of \$50. If said annual license fee is not paid within 30 days of its due date, the fee shall be increased to the sum of \$100. The fee for a temporary food license or cottage operator license shall be the sum of \$25.
- E. Pursuant to N.J.A.C. 5:70-2.7(a); No mobile food vendor shall operate within the borders of the Township of Cranbury without having applied for a permit then inspected and found to be in compliance by the Fire Safety Bureau. The required fee shall be paid for at the time of application. No fee payment will be accepted at the time of the inspection. No permit shall be issued without an in-person inspection taking place. Pursuant to N.J.A.C. 5:70-2.7(f): The Fire Official may deny or revoke a permit at any time. A new Fire Safety Application, permit and related fees are required for every individual event.

§ 163-3. Retail Food Handler's Certification.

A. Definitions. As used in this chapter, the following terms shall have the meanings indicated:

MOBILE FOOD VENDOR

Any automobile, truck, or other motor-powered vehicle, owned and operated, or contracted with an approved, licensed retail food establishment that is in good standing with the health authority in which the establishment is located, that offers or provides cooked or prepared food to individuals from a temporary, but stationary, location.

MOBILE FOOD VENDOR LICENSE

Any license issued under this chapter to a mobile food vendor.

COTTAGE FOOD OPERATOR

A person or entity who holds a New Jersey cottage food operator permit authorized to produce cottage food products in the private kitchen of the operator's residence and at no other locations and to distribute cottage food products to consumers thereof without being subject to initial or periodic inspection by a health authority and other requirements applicable to retail food establishments pursuant to Chapter 24 (N.J.A.C. 8:24).

TEMPORARY FOOD LICENSE

Any outside mobile food vendor not having an annual mobile food vendor license with the Township of Cranbury may apply for a temporary food license for a day. The application and specifications in obtaining a temporary food license can be found in the Township Clerk's Office.

Section 2. Severability. If any section or subsection of this ordinance is adjudged invalid by a court of competent jurisdiction, such adjudication shall apply only to the specific section(s) or subsection(s) so adjudged, and the remainder of the ordinance shall be deemed valid.

Section 3. Repealer. All ordinances or resolutions or parts thereof inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

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Section 4. Effective date. This ordinance shall take effect upon its passage and publication, as required by law.

Mayor Ferrante opened for public comment on the ordinance only.

Hearing none, Mayor Ferrante closed the public comment on the ordinance.

Mayor Ferrante opened for township committee members to comment on the ordinance only.

Mr. Scott requested a synopsis of the ordinance. Ms. Rubin provided a summary of the changes made. Hearing no one else, Mayor Ferrante closed the township committee to comment on the ordinance.

Dr. Rogers made a motion to adopt the ordinance. Mr. Scott seconded the motion. On a roll call vote, the ordinance was unanimously adopted by the members present.

Ayes: (El-Badawi
(Knierim
(Rogers
(Scott
(Ferrante

Abstain: (None
Absent: (None

Nays: (None

Resolutions – Consent

Mayor Ferrante asked the Committee if there were any questions or if any items on the Consent Agenda should be addressed separately. Hearing none, Mayor Ferrante asked for a motion to approve the Consent Agenda. On motion by Ms. Knierim, seconded by Mr. Scott, the Consent Resolutions were passed unanimously by Township Committee members present.

Ayes: (El-Badawi
(Knierim
(Rogers
(Scott
(Ferrante

Abstain: (None
Absent: (None

Nays: (None

CRANBURY TOWNSHIP RESOLUTION # R 04-23-054

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 04-23-055

WHEREAS, The Tax Collector, Tanyika L. Johns has certified that the following taxpayers overpaid their taxes; and

WHEREAS, The Tax Collector is requesting that the overpaid taxes be refunded,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Cranbury that the following overpayment be refunded:

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| Rate Payer | Refund |
|-----------------------------|------------|
| OWNER: TOLL NJ 1 LLC | \$1,675.08 |

Make check payable to: TOLL NJ 1 LLC
1140 VIRGINIA ADRIVE, FORT WASHINGTON, PA 19034
LOCATION: 330 DAY ROAD
BLOCK: 25 **LOT:** 1 **QUALIFIER:**

| Rate Payer | Refund |
|-----------------------------|----------|
| OWNER: TOLL NJ 1 LLC | \$288.69 |

Make check payable to: TOLL NJ 1 LLC
1140 VIRGINIA ADRIVE, FORT WASHINGTON, PA 19034
LOCATION: 330 DAY ROAD
BLOCK: 25 **LOT:** 1 **QUALIFIER:** QFARM

CRANBURY TOWNSHIP # R 04-23-056

**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 2023 in the sum of \$30,680.00 which item is now available as a revenue from Middlesex County to the provision of statute, and

Section 2

BE IT FURTHER RESOLVED that a like sum of \$30,680.00 is hereby appropriated under the caption "Community Development Block Grant 2023/2024".

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 Ferrante reminded the public of the three (3) minute time limit for public comment. Mayor Ferrante then opened the meeting to public questions and comment.

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Hearing and seeing none, Mayor Ferrante closed public comment.

Action Items –

- EDAC to attend an upcoming Township Committee meeting to present their 2022 Accomplishments and 2023 Goals.
- Schedule Traffic Subcommittee meeting – Ms. Marabello

Adjourn

With no further comments, Mayor Ferrante requested a motion to adjourn. On a motion by Dr. Rogers, seconded by Mr. Scott and unanimously carried, the meeting adjourned at 7:48 p.m.

Debra A. Rubin

Debra A. Rubin, RMC
Municipal Clerk