

TOWNSHIP COMMITTEE REGULAR MEETING
November 13, 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 Scout Beyer, Deputy Municipal Clerk. Mayor Ferrante led in the salute to the flag, and Ms. Beyer 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.

Agenda Additions/Changes: None

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 October 23, 2023

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

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

Abstain: (None
Absent: (None

Nays: (None

the Township Committee Regular Meeting Minutes of October 23, 2023 were unanimously adopted by the members present.

Reports and Communications:

Members of Committee

- Dr. Rogers – Dr. Rogers reported on her attendance at the Shade Tree Commission and Board of Education meetings. She additionally reported on her attendance at the Holocaust Memorial Ceremony and Complete Streets Biannual Summit.
- Ms. Knierim – Ms. Knierim reported on her attendance at the EDAC and Board of Health meetings. She provided an update to the resident and business surveys published by the Township. It was additionally reported that \$700 of funds from the EDAC budget will be used towards the Luminaries for a more sustainable method of candle lights. Ms. Knierim additionally reported on the completed senior survey and Mayors Wellness Campaign.

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- Mr. Scott – Mr. Scott reported on his attendance at the Parks Commission and Recreation Commission meetings. He provided updates to the pickleball project. He reported on the status of the pickleball interest survey as well as the Parks Commission's 2024 budget requests.
- Ms. El-Badawi – Ms. El-Badawi reported on her attendance at the Planning and Zoning Board meetings. She additionally inquired about the Cranbury Historical Preservation Society meeting date change and Ms. Knierim, as liaison to CHPS, stated that she will follow up with CHPS regarding this.

Mayor

Mayor Ferrante – Mayor Ferrante reported on his attendance at the Planning Board and Library Board of Trustees meetings. He congratulated an Eagle Scout resident for being awarded the Complete Streets Champion Award for his Tour de Cranbury Eagle Scout Project and Sam Harshbarger, a Cranbury native, for his receipt of the Rhodes Scholarship. He additionally reported on the success of the Scouting for Food annual food drive.

Reminders:

- **November 14th** – Welcome to the Cranbury Museum at the Cranbury Public Library
- **November 15th** – Cranbury School PTO Mr. Subs Fundraiser
- **November 16th-18th** – The Great Gatsby at Princeton High School Spectacle Theatre Company
- **December 1st** – Communicating Your Health Priorities at the Cranbury Public Library
- **December 1st** – Christmas Tree Lighting at Memorial Park
- **December 3rd** – Christmas Tea at the Cranbury Museum
- **December 7th** – Menorah Lighting at Memorial Park
- **December 15th-17th** – A Snow White Christmas at the Cranbury United Methodist Church
- **December 16th** – Luminaries Around Town
- **December 16th-17th** – Cranbury Volunteer Fire Company Visit from Santa
- **Free Narcan Training every month**

Department Heads: None.

Follow-up Items: None.

Boards: None.

Boards and Commissions – Mayoral Appointments/Vacancies

Mayoral Appointments: None.

Vacancies:

- Municipal Alliance
 - Member, expiring 12/31/23
- Parks Commission
 - 2nd Alternate, expiring 12/31/23
- Recreation Commission
 - Member, expiring 12/31/25

Ordinances:

First Reading –

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

a). Township of Cranbury Ordinance # 11-23-11 – An Ordinance of the Township of Cranbury Accepting Dedication of Park Place West as a Public Road

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Mr. Scott made a motion to introduce the following ordinance. Ms. Knierim seconded the motion. On a roll call vote, the ordinance was introduced unanimously by those present. Second reading to be held November 27, 2023.

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

Abstain: (None
Absent: (None

Nays: (None

Second Reading – None.

Resolutions – Consent

Mayor Ferrante asked the 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 motion by Ms. Knierim, seconded by Dr. Rogers, the following Consent Resolution(s) were adopted unanimously by the following vote:

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

Abstain: (None
Absent: (None

Nays: (None

CRANBURY TOWNSHIP RESOLUTION # R 11-23-099

**A RESOLUTION APPROVING A CHANGE ORDER TO THE
TOWNSHIP'S CONTRACT WITH TOP LINE CONSTRUCTION CORP.**

WHEREAS, a contract was awarded to Top Line Construction Corp. for a not to exceed amount of \$607,308.10 on July 10, 2023; and

WHEREAS, the Township Engineer has recommended a change order for additional items which would increase the agreement by \$51,215.96;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Cranbury that:

1. The Change Order for Top Line Construction Corp. is hereby approved.
2. This Resolution shall serve as an amendment to the original contract and will increase the agreement amount by \$51,215.96

CRANBURY TOWNSHIP RESOLUTION # R 11-23-100

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 11-23-101

**TOWNSHIP OF CRANBURY
RENEWING A CONTRACT FOR POLICE & MUNICIPAL
VEHICLE MAINTENANCE**

WHEREAS, one (1) bid were received on November 4, 2021 for Township of Cranbury Police and Municipal Vehicle Maintenance; and

WHEREAS, the contract was awarded to George's Garage and Towing, Cranbury, NJ; and

WHEREAS, pursuant to N.J.S.A. 40A:11-2(38) and 11-15 the bid was for a total period of five (5) years, said contract being awarded for a period of three (3) years with the Township reserving the right to extend at the end of the three-year contract period for a an additional 2- twelve months total aggregate contract of five (5) years; and

WHEREAS, the Purchasing Agent, Public Works Superintendent and Chief of Police have reviewed the services provided and recommend that the contract be renewed for an additional one-year period, commencing December 1, 2023 through November 30, 2024; and

WHEREAS, the Chief Financial Officer has certified that there will be sufficient funds for this contract;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Cranbury that the contract for Police & Municipal Vehicle Maintenance in the Township of Cranbury is hereby renewed with George's Garage and Towing of Cranbury, New Jersey for a one year period ending November 30, 2024 with the Township reserving the right to renew each year for a total aggregate contract period of five (5) years.

CRANBURY TOWNSHIP RESOLUTION # R 11-23-102

**A RESOLUTION OF THE TOWNSHIP OF CRANBURY AUTHORIZING THE EXECUTION OF AN
AGREEMENT BETWEEN THE TOWNSHIP OF CRANBURY AND THE COUNTY OF MIDDLESEX**

WHEREAS, Middlesex County has created the Middlesex County Department of Public Safety & Health pursuant to N.J.S.A. 26:3A2-1 et seq. to provide an array of public health services; and

WHEREAS, the Township of Cranbury is desirous of contracting with Middlesex County for furnishing by the County to the Municipality health services of technical and professional nature; and

WHEREAS, Middlesex County has submitted a proposed agreement to provide all public health services for the Township of Cranbury for two (2) years commencing on January 1, 2024 and terminating on December 31, 2025;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Cranbury that the Mayor and Clerk be authorized to execute a Shared Services Agreement between the Township of Cranbury and the County of Middlesex for public health services; and

BE IT FURTHER RESOLVED, the Mayor and Clerk are hereby authorized to execute said Agreement on behalf of the Township of Cranbury.

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CRANBURY TOWNSHIP RESOLUTION # R 11-23-103

**RESOLUTION OF THE TOWNSHIP OF CRANBURY, NJ
A RESOLUTION AUTHORIZING YEAR 2023 BUDGET TRANSFERS**

WHEREAS, there are 2023 Budget Accounts which require more funding due to circumstances not known at the beginning of the year; and

WHEREAS, there will be excess balances in budget accounts in which the expenditures will be less than projected at the beginning of the year, and

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Cranbury, that the following year 2023 Budget Transfers be authorized and made on the records and accounts of the Township:

	Budget Account	From	To
3-01-20-165-181	Engineering - OE	\$10,000.00	
3-01-20-155-310	Legal - Litigation	\$10,000.00	
3-01-43-490-320	Municipal Court - OE		\$15,000.00
3-01-25-310-510	Police Bldgs & Grounds - OE		\$ 5,000.00

BE IT FURTHER 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 Auditor
- (b) Township Chief Financial Officer

CRANBURY TOWNSHIP RESOLUTION # R 11-23-104

**A RESOLUTION OF THE TOWNSHIP OF CRANBURY AUTHORIZING THE SALE OF SURPLUS
PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE**

WHEREAS, the Township of Cranbury has determined that the property described on Schedule A attached hereto and incorporated herein is no longer needed for public use; and

WHEREAS, N.J.S.A. 40A:11-36 requires that all personal property be sold at public sale to the highest bidder and;

WHEREAS, the Township of Cranbury intends to utilize the online auction services of Municibid located at www.municibid.com; and

WHEREAS, the sales are being conducted pursuant to the Division of Local Government Services' Local Finance Notice 2019-15; and

THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Cranbury, in the County of Middlesex, State of New Jersey, that the Township of Cranbury is hereby authorized to sell the surplus personal property as indicated on Schedule A on an online auction website entitled www.municibid.com; and

BE IT FURTHER RESOLVED, that the terms and conditions of the agreement entered into between Municibid and the Township of Cranbury are available at www.municibid.com and in the Township of Cranbury Clerk's office.

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 comment.

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- Gabe Lederman – Mr. Lederman introduced himself and expressed his interest in joining a board or commission in the future.

Hearing and seeing no one else, Mayor Ferrante closed public comment.

Action Items –

- EDAC Surveys – Redistribute through the Township website for more responses
- Pickleball Interest Survey – Finalize and distribute to residents
- Ms. Knierim to follow-up regarding Cranbury Historical Preservation Society meeting dates
- Shade Tree Commission attending November 27th TC Meeting

Adjourn

Mayor Ferrante requested a motion to adjourn. On a motion by Ms. Knierim, seconded by Mr. Scott and unanimously carried, the meeting adjourned at 7:55 p.m.

Scout Beyer
Scout Beyer, RMC
Deputy Municipal Clerk