

TOWNSHIP COMMITTEE MEETING
May 8, 2017

The Township Committee Meeting of the Township of Cranbury was held at 7:00 p.m. in the Town Hall Meeting Room. Answering present to the roll call were Township Committee members: Susan Goetz, Glenn Johnson, Dan Mulligan, and Mayor Dave Cook. Mr. Jay Taylor was absent. Also present were Denise Marabello, Township Administrator/Director of Finance; and Kathleen R. Cunningham, Municipal Clerk/Assistant Administrator. Mayor Cook led in the salute to the flag, and Ms. Cunningham gave 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:

- (1) Posted on December 5, 2016 on the Bulletin Board of the Municipal Office at 23-A North Main Street, Cranbury, New Jersey and remains posted at that location.
- (2) Communicated to the Cranbury Press, Home News Tribune and Trenton Times on December 5, 2016.
- (3) Filed on December 5, 2016 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.
- (4) Sent to those individuals who have requested personal notice.

Township Committee Minutes of April 24, 2017

On motion by Mr. Johnson, seconded by Mr. Mulligan and unanimously carried, the Township Committee Minutes of April 24, 2017 were adopted.

Reports and Communications

--Mayor Cook

--Mayor Cook reported the County finished the paving on North Main Street and Cranbury Neck Road. He reported the road condition issues on Brickyard Road will be addressed once the construction of the warehouse is complete. He stated in the meantime, signage will be added to alert drivers to the conditions of the roadway. Mayor Cook reported a letter was sent to the Commissioner of the Department of Transportation concerning the Cranbury Circle. Cranbury Township received a response from the DOT requesting a formal presentation of the problems at the Circle. Mayor Cook stated other remedies, such as Old Trenton Road extending to Liberty Way, could also be addressed in the future.

Reports and Communications

--Members of Committee

--Mr. Johnson

Mr. Johnson reported he attended the School Board Meeting, which was the annual Budget Meeting, and stated there will be a .0147 cent decrease in school taxes. Mr. Johnson reported that several years ago the School Board discovered there were State grants available for capital projects. He stated the Finance Committee compiled a list of building projects, submitted applications to the State, and were able to get most of the projects done with 40% reimbursements from the State.

Mr. Johnson reported he attended a Planning Board Meeting, which heard an application from Alfieri concerning a warehouse to be constructed on the south side of Half Acre Road. He stated the warehouse would be a little over 750,000 square feet, and stated no tenant was mentioned.

--Ms. Goetz

Ms. Goetz reported Brainerd Lake will be treated next week. She stated letters were mailed and information was posted on the web site. She stated this is the first treatment to treat the weeds early.

TOWNSHIP COMMITTEE MEETING
May 8, 2017

Reports and Communications

--Members of Committee (cont'd.)

--Mr. Mulligan

Mr. Mulligan inquired if the Township acquired a road striping machine. He stated there had been some striping requests for Cranbury Greene. Ms. Marabello stated Public Works is now working on chipping and getting ready for Memorial Day.

Mr. Mulligan reported he saw an announcement that there has been enhanced speeding enforcement in Town. Mr. Mulligan stated he feels the enforcement needs to be consistent. He inquired if the Committee will receive a briefing or documentation. Mayor Cook stated the Chief will supply him with a report and/or come in to speak to the Committee periodically.

--Subcommittees

Mr. Kallan gave an update on the clock repairs. He reported the necessary documents have been received from Connecticut Time Keepers, along with an estimated six (6) week repair time. Mr. Kallan reported the company applied for a New Jersey Business Registration on May 3rd. Mr. Kallan stated he and Mr. Paul Mullen feel very confident with this company repairing the clock. The cost of repairs is \$10,600.

--Department Heads

There were no reports from Department Heads.

Follow-up Items

The Township Committee discussed purchasing a canopy for Cranbury Day and also purchasing some easels. It is too early to decide what materials will be displayed for Cranbury Day.

Agenda Additions/Changes

Ms. Cunningham reported there were no additions or changes to the Agenda.

Public Comment (For Items on Agenda)

Mayor Cook opened the meeting to public comment for items on the Agenda. Hearing no comments or questions, Mayor Cook closed the public comment portion of the meeting.

Ordinance

Second Reading

Cranbury Township Ordinance # 04-17-11

A motion to enter an Ordinance entitled Cranbury Township Ordinance # 04-17-11, "BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS OF THE TOWNSHIP OF CRANBURY, IN THE COUNTY OF MIDDLESEX, NEW JERSEY, APPROPRIATING \$994,600 THEREFORE, RE-APPROPRIATING \$482,000 PROCEEDS OF OBLIGATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSES IN VARIOUS CAPITAL ORDINANCES, FUNDING \$2,000 FROM THE PARKS TRUST AND AUTHORIZING THE ISSUANCE OF \$485,070 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF," was presented for second reading and final adoption. The Ordinance was published in the Trenton Times, posted on the Township's website, posted on the Township Bulletin Board and copies were available to the public. Ms. Marabello stated the items in the Ordinance were approved at the Budget Meeting. The Mayor opened the public hearing on the Ordinance. Mr. Richard Kallan, Wynnewood Drive, inquired why \$35,000 was being spent on the Fire House floor and why was it allowed to disintegrate to that point. He stated the floor should have been designed to handle the weight of the fire equipment, and the new floor should be better designed. Mayor Cook stated the floor needs repairs and he is not sure if it will cost \$35,000. No one further wished to speak, so the hearing was declared closed. On motion by Mr. Johnson, seconded by Ms. Goetz, the Ordinance was adopted by a vote:

TOWNSHIP COMMITTEE MEETING
May 8, 2017

Cranbury Township Ordinance # 04-17-11
(Continued)

Ayes: (Goetz
(Johnson
(Mulligan
(Cook

Abstain: (None
Absent: (Taylor

Nays: (None

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CRANBURY, IN THE COUNTY OF MIDDLESEX, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The several improvements described in Section 3 of this bond ordinance is hereby authorized to be undertaken by the Township of Cranbury, in the County of Middlesex, New Jersey (the "Township") as a general improvement. For the several improvements or purposes described in Section 3, there is hereby appropriated the sum of \$994,600, including the sum of \$25,530 as the down payment required by the Local Bond Law. The down payment is now available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$485,070 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefore, the estimated maximum amount of the bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

<u>Purpose</u>	<u>Appropriation And Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds or Notes</u>	<u>Period of Usefulness</u>
a) Replacement of pistols	\$3,600	\$3,420	15 years
b) 2 Chevy Tahoes	\$88,000	\$83,600	5 years
c) Police Vehicle Equipment	\$18,800	\$17,860	5 years
d) Town Hall Lighting	\$4,500	\$0	5 years
e) Firehouse Lighting	\$2,500	\$0	5 years
f) Parks Improvements	\$10,000	\$7,600	5 years
g) Engineering Costs John White Road-Phase 2	\$20,000	\$19,000	40 years
h) Brainerd Lake Misc Improvements	\$40,000	\$38,000	40 years

TOWNSHIP COMMITTEE MEETING
May 8, 2017

Cranbury Township Ordinance # 04-17-11
(Continued)

i) Paint Firehouses Exterior Trim	\$7,300	\$6,935	5 years
j) Misc Road Repairs	\$20,000	\$19,000	10 years
k) Road Intersection Repair	\$110,000	\$104,500	10 years
l) Replace Police Computers and Equipment	\$14,900	\$14,155	5 years
m) Replace Firehouse Bay Floor	\$35,000	\$33,250	5 years
n) Restore Half Acre Pump Station	\$145,000	\$137,750	20 years
o) Municipal/Library Parking Lot	\$475,000	\$0	20 years

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with notes issued pursuant to this ordinance, and the chief financial officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

Section 5. The Township hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not a current expense. They are all improvements or purposes that the Township may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this ordinance, is 13 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Township as defined in the Local

TOWNSHIP COMMITTEE MEETING
May 8, 2017

Cranbury Township Ordinance # 04-17-11
(Continued)

Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$485,070 and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$25,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. Any grant moneys received for the purpose described in Section 3 hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 8. The chief financial officer of the Township is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Township and to execute such disclosure document on behalf of the Township. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Township pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Township and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Township fails to comply with its undertaking, the Township shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 9. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy ad valorem taxes upon all the taxable real property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 10. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Resolution
Consent Agenda

Mayor Cook asked the Township Committee if there were any questions or comments on the Consent Agenda. Mr. Johnson inquired about the Resolutions for the two (2) organizations, and Ms. Marabello explained one organization held sessions for girls and the other was for boys. Hearing no further questions or comments, Mayor Cook requested a motion to adopt the Consent Resolutions. On a motion by Mr. Mulligan, seconded by Ms. Goetz, the following Resolution was adopted by vote:

Ayes:	(Goetz Johnson Mulligan Cook)	Abstain:	(None)
		Absent:	(Taylor)
Nays:	(None)		

TOWNSHIP COMMITTEE MEETING
May 8, 2017

Cranbury Township Resolution # R 05-17-056

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 05-17-057

A RESOLUTION AWARDING A PROFESSIONAL SERVICES AGREEMENT
TO CORNER HOUSE FOR COUNSELING SERVICES

WHEREAS, the Township of Cranbury seeks to retain the services of a counselor to provide counseling services in connection with the Township's Municipal Alliance Programs and more specifically, to conduct weekly counseling chat groups with middle school students at Cranbury School; and

WHEREAS, Corner House has offered to provide said services to the Township through the end of this year in consideration for payment of a fee of \$40.00 per hour and for the not-to-exceed contract amount of \$10,080.00; and

WHEREAS, sufficient funds are available for this purpose; and

WHEREAS, the contract amount does not exceed the Township's bid threshold; and

WHEREAS, the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., allows the Township Committee to award a services agreement not exceeding the bid threshold without competitive bidding;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury, in the County of Middlesex, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute an agreement with Corner House to provide counseling services in connection with the Township's Municipal Alliance Programs and more specifically, to conduct weekly counseling chat groups with middle school students at Cranbury School.
2. Corner House shall be paid a fee of \$40.00 per hour. The total contract amount shall not exceed \$10,080.00 and the agreement shall terminate on December 31, 2017.

Cranbury Township Resolution # R 05-17-058

A RESOLUTION AWARDING A PROFESSIONAL SERVICES AGREEMENT FOR COUNSELING
SERVICES TO THE CHILDREN'S HOME SOCIETY OF NEW JERSEY

WHEREAS, there exists a need for counseling services under the Municipal Alliance in the Township of Cranbury (the "Township") in the County of Middlesex, State of New Jersey; and

WHEREAS, The Children's Home Society of New Jersey has submitted a proposal to perform said services; and

WHEREAS, the Chief Financial Officer has certified funds are available; and

TOWNSHIP COMMITTEE MEETING
May 8, 2017

Cranbury Township Ordinance # 04-17-11
(Continued)

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., requires that notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised.

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

1. The Children's Home Society of New Jersey is hereby retained to provide counseling services to the Township for the period commencing January 1, 2017 through February 28, 2017; and
2. The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with The Children's Home Society of New Jersey subject to approval of the Township Committee.
3. The contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), because it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of this Resolution as well as the contract shall be placed on file with the Clerk of the Township.
5. A notice of this action shall be published in the official newspaper with ten (10) days of said contract as required by law.

Reports from Township Staff and Professionals

--Administrator's Report

Ms. Marabello stated tubing was put down on Station Road for a traffic study, and the data will be collected and analyzed. A report will be given to the Committee, at which time a request will be submitted to the County and the DOT for "truck weight limit" sign on that road. Once the County and DOT sign off on the request, Station Road (from South Main Street to Route 130) will be added to the Weight Limit Ordinance. Ms. Goetz inquired if this will resolve the issue of trucks being directed incorrectly by GPS to Station Road. Mayor Cook stated he will ask the DOT how to correct that issue. Ms. Marabello stated the study will be in within the next two (2) weeks and then submitted to the DOT. She is not sure how long it will be there.

Ms. Marabello stated, at Mr. Taylor's request, she had Ms. Cunningham call to get an estimate on cleaning the grandfather clock in the Town Hall Meeting Room. Ms. Marabello stated the cost to clean the clock is \$400. Ms. Cunningham stated Mr. John Kramer would take the clock apart, and clean the parts at his shop. He guarantees the work for ten (10) years. Ms. Marabello stated, for budget reasons, she would prefer to wait for the end of the year to have the work done.

--Assistant Administrator

Ms. Cunningham stated she had nothing to report.

--Boards and Commissions

There were no reports from Boards and Commissions.

Public Comment

Mayor Cook opened the meeting to public comment. Mr. Richard Kallan, Wynnewood Drive, complimented the Township and Planning Board on the landscaping and berms of the warehouses in the industrial parks and on Route 130. He stated Cranbury has much higher standards as compared to neighboring

TOWNSHIP COMMITTEE MEETING
May 8, 2017

Public Comment (cont'd.)

municipalities. He stated the landscaping around the warehouses is so nice that it is hard to believe you are in industrial parks. Hearing no additional comments, Mayor Cook closed the public portion of the meeting.

Mayor's Notes

Mayor Cook stated he had nothing further to report.

Township Committee Members' Notes

There were no additional comments from the Township Committee.

Mayor Cook requested a motion to adjourn. On motion by Ms. Goetz, seconded by Mr. Johnson and unanimously carried, the meeting adjourned at 7:40 p.m.

Kathleen R. Cunningham
Municipal Clerk