

TOWNSHIP COMMITTEE MEETING
July 24, 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, Jay Taylor and Mayor Dave Cook. Also present were Michael W. Herbert, Esq., Township Attorney; Denise Marabello, Township Administrator/Director of Finance; and Kathleen 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.

Resolution

On motion by Ms. Goetz, seconded by Mr. Johnson and unanimously carried, the following Resolution was adopted by vote:

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

Nays: (None

Cranbury Municipal Alliance Resolution # R 07-17-080

WHEREAS, Fay Kobland is the longest serving member of the Cranbury Municipal Alliance and the last original member; and

WHEREAS, Fay worked with the Cranbury School to form the Cranbury Middle School chat groups and develop the program to provide continuous support of the Cranbury School students for more than ten years; and

WHEREAS, Fay's background in Special Education has benefitted the Municipal Alliance in creating programs and services to serve the Cranbury community; and

WHEREAS, Fay has served as the photographer to record and promote the activities of the Municipal Alliance to the broader community; and

WHEREAS Fay served on the first Drug Free Fair committee and served continuously as a committee member for more than 25 years; and

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Cranbury Municipal Alliance Resolution # R 07-17-080
(Continued)

WHEREAS Fay's active participation on the Municipal Alliance will have far-reaching benefits to the children, and former children, of Cranbury Township for many years to come.

NOW, THEREFORE, BE IT RESOLVED that the Municipal Alliance and the Township of Cranbury hereby extends heartfelt wishes to Fay and John for good health, happiness and prosperity in the future.

BE IT FURTHER RESOLVED, a duly authenticated copy of this resolution is presented to Fay Kobland with sincere thanks.

Resolution

On motion by Mr. Taylor, seconded by Ms. Goetz and unanimously carried, the following Resolution was adopted by vote:

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

Nays: (None

Cranbury Township Resolution # R 07-17-081

WHEREAS, The Cranbury Historical and Preservation Society ("the Society") is celebrating 50 years of service to Cranbury Township; and

WHEREAS, the Society has played an important role in securing farmland and open space preservation in the Township; and

WHEREAS, the Society maintains three (3) historic buildings in Cranbury; the Cranbury Museum, the History Center and the Parsonage Barn; and

WHEREAS, the Society designed and erected a pictorial sign at Brainerd Lake depicting the Township's early history; and

WHEREAS, the Society often aids researchers in areas of family genealogy and property as well as catalogues books, photos, documents and collections; and

WHEREAS, the Society offers programs about Cranbury's history and history-based programs to Cranbury School students and other groups; and

WHEREAS, the Society offers a scholarship to a high school senior who has been a Society volunteer; and

WHEREAS, the Society hosts Historic House Tours every other fall which brings many visitors to Cranbury Township from near and far; and

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Cranbury Township Resolution # R 07-17-081
(Continued)

WHEREAS, the Society has donated the lighted holiday wreaths in the downtown business district for many years which lend to the charm of the downtown area during the holidays; and

WHEREAS, the Society also hosts many celebrations and Wassails and the ever-popular "Christmas Tea"; and

WHEREAS, the Society gives walking tours to visitors, students and townspeople and provides free "Walking Tour Booklets" at the Museum and History Center;

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Cranbury, it congratulates the Cranbury Historical and Preservation Society on a job well done and wishes it many more years of continued success;

BE IT FURTHER RESOLVED, a duly authenticated copy of this Resolution be presented to the Cranbury Historical and Preservation Society with a huge thank you!

Township Committee Minutes of July 10, 2017

On motion by Mr. Taylor, seconded by Ms. Goetz and unanimously carried, the Township Committee Minutes of July 10, 2017 were adopted.

Reports and Communications

--Mayor Cook reported the Township received a letter from Mr. George Ververides of the Middlesex County Department of Infrastructure, Department of Planning, and gave an update on possible future planning studies for Cranbury and surrounding municipalities. Mayor Cook stated the Township should know within the next week or so if Cranbury is on an assessment list concerning the Route 130 Circle.

Mayor Cook reported the "soft edge" will be installed on Brainerd Lake in Village Park within the next two (2) to three (3) weeks. He explained "soft edge" refers to the installation of organic material or plantings near the Lake's edge to supplement the "hard edge" (rocks in chicken wire), which was set into the Lake's edge in order to slow down the erosion.

Mayor Cook reported, thanks to Mr. Mulligan's efforts, the following intersections will be taken up and repaved: Prospect Street and Plainsboro Road; Main Street at Bunker Hill, Westminster Place, Scott Avenue, Evans Drive (A and B), also Stockton Drive at Station. The crack filling program will soon commence which should slow down the "wear and tear" on the following roads: Silvers Lane, Goodwin Road, Adams Drive, Monroe Place, Madison Way, Jackson Court, Quincy Lane, Scottsdale Court, Washington Drive, and Jefferson Road. Mr. Mulligan acknowledged Dr. John Battles, Four Seasons, for the suggestion of the crack filling.

Reports and Communications

--Members of Committee

--Mr. Taylor

Mr. Taylor reported the painting of the Fire House bays will begin tomorrow. He stated the exterior of the Old Fire House will not be painted until the fall.

--Mr. Mulligan

Mr. Mulligan stated there is a referendum on the ballot this year for library funding and stated the Cranbury Library could conceivably go out and seek funding to finish the new Library. Ms. Goetz stated she believes most of the \$150 million will be allocated to inner-city libraries, but it would not hurt to ask for funding.

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Reports and Communications

--Members of Committee (cont'd.)

Mr. Mulligan

Mr. Mulligan praised the private fundraising conducted by the Foundation and stated hopefully additional monies would be available from the State.

--Ms. Goetz

Ms. Goetz reported New Jersey Business and Industry Association ran an article about industrial growth in the New York/New Jersey/Philadelphia/Washington, DC Corridor. The article stated the Corridor is in a deep growth cycle. Ms. Goetz reported the article stated there is a need for "Class A" warehouse space, which is essentially what Cranbury is building. The article identified five (5) of the largest projects being built right now, and two (2) of them are in Cranbury. Ms. Goetz stated things are going in the right direction with the strong demand for warehouses. Mr. Mulligan suggested going forward, the Township may need to look at older warehouses and determine ways to help them redevelop those sites.

--Mr. Johnson

Mr. Johnson reported the Planning Board meeting was cancelled. He stated he received a call from a constituent who was angry he could not pull up in front of the mailbox at the Post Office because cars were parked there. Mr. Johnson stated when he looked into this a while ago, he discovered the yellow curb in front of the Post Office is not covered by an Ordinance so the Police can only ask drivers to move but cannot ticket them.

Reports and Communications

--Subcommittees

There were no reports from Subcommittees.

--Department Heads

Mr. Michael Kervan, Chief of the Cranbury Volunteer Fire Company, gave his report for the last two (2) months: 69 calls (240 YTD) and 508 volunteer hours (1420 hours YTD). Chief Kervan reported a fire in East Windsor, several vehicle fires on the Turnpike, a large brush fire in East Windsor and an apartment fire in Hightstown. He reported four (4) firefighters just graduated from the Fire Academy. Chief Kervan suggested if the Committee is looking into doing an Ordinance concerning parking near the mailboxes that they also look into no parking in front of fire hydrants and in parking zones in front of Cranbury School.

Chief Rickey Varga, Cranbury Police Department, gave June's report: 89 summonses (YTD 455 summonses). Chief Varga stated he has been receiving very positive feedback about the increased police presence. He stated cross walk enforcement and education will be done closer to the opening of school. Mr. Mulligan commended the Police Department on the number of summonses issues in the Village.

Chief Varga stated the Police will continue with "Slow Down in Our Town" campaign in the Township. He thanked the Fire Company for hanging the banner across Main Street.

"National Night Out" is next Tuesday, August 1st, and the Chief stated the Police are hoping for good weather and a good turnout. The Committee thanked Chief Varga for his report.

Agenda Additions/Changes

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

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.

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Resolution

On motion by Mr. Taylor, seconded by Mr. Johnson and unanimously carried, the following Resolution was adopted by vote:

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

Nays: (None

Cranbury Township Resolution # R 07-17-082

WHEREAS, an application has been filed for a Person-to-Person Transfer of Plenary Retail Consumption License Number 1202-32-002-004, heretofore issued to Thomas C. Ingegneri (The Cranbury Inn) for premises located at 21 South Main Street, Cranbury, New Jersey; and

WHEREAS, the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the current license term; and

WHEREAS, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33; and

WHEREAS, the application has disclosed and the issuing authority reviewed the source of all funds used in the purchase of the license and the licensed business and all additional financing obtained in connection with the license business;

NOW, THEREFORE BE IT RESOLVED, that the Cranbury Township Governing Body does hereby approve, effective July 24, 2017, the transfer of the aforesaid Plenary Retail Consumption License to Thomas C. Ingegneri, and does hereby direct the Township Clerk to issue a new license certificate to the new ownership, effective July 24, 2017.

Resolution

Consent Agenda

Mayor Cook asked the Township Committee if there were any questions or comments on the Consent Agenda. The Committee commended Ms. Marabello on the Audit having no comments. Ms. Marabello explained the grace period for taxes is being extended to August 18th. She explained the tax bills went out late due to the County holding up the tax rate because the State changed the State aid for municipalities. Hearing no further questions or comments, Mayor Cook asked for a motion to approve the Consent Agenda. On a motion by Mr. Mulligan, seconded by Ms. Goetz, the following Resolutions were adopted by vote:

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

Nays: (None

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Cranbury Township Resolution # R 07-17-083

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 07-17-084

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2016 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations, and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Township Committee of the Township of Cranbury, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

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Cranbury Township Resolution # R 07-17-085

RESOLUTION EXTENDING THE GRACE PERIOD FOR
2017 THIRD QUARTER PROPERTY TAXES

WHEREAS, the Township Committee of the Township of Cranbury determined that it is impossible to send out the regular third quarter tax bills for 2017 in a timely fashion, for reason beyond the control of the Township of Cranbury; and

WHEREAS, it is anticipated that the tax bills will be prepared and sent to (mailed) to tax payers on or about July 24, 2017, and

WHEREAS, the Township Committee of the Township of Cranbury has determined that tax payers are entitled to a reasonable extension of time to make the payments of the third quarter 2017 taxes, without imposition of penalties;

NOW, THEREFORE, BE IT RESOLVED, the Township Committee of the Township of Cranbury assembled in public session this 24th day of July, 2017 that the Tax Collector of the Township of Cranbury is hereby authorized to extend the grace period for the third quarter 2017 property taxes to August 18, 2017.

Reports from Township Staff and Professionals

--Administrator's Report

Ms. Marabello stated she had nothing to report.

--Assistant Administrator

Ms. Cunningham asked the Township Committee if they approved the banner for Cranbury Day. The banner was approved, and Ms. Cunningham will place the order.

--Boards and Commissions

Mr. Richard Kallan and Mr. Paul Mullen, members of the Clock Winding Committee, gave a status report on the installation of the repaired Township clock. The entire mechanism was refurbished and re-installed in the clock tower. Mr. Kallan reported the bell tower was thoroughly cleaned and repaired, and he commended Mr. Greg Farrington for his hard work. Mr. Kallan stated the glass was replaced and the fine screening on three (3) of the four (4) windows and the moldings were fixed. Mr. Kallan stated they were very pleased with the repairs. Mr. Kallan stated a canopy will be placed over the clock to keep it clean. Mr. Kallan and Mr. Mullen reviewed with the Township Committee their presentation to further explain the clock repairs. Mr. Mullen stated they did speak with Timekeepers, the company who repaired the clock, about ways to keep the dust off of the clock. It was suggested the dust periodically be wiped off the gears. Mr. Mullen reported there is a leak in the bell tower and the roof may need to be repaired to address the leak. The Committee agreed to have someone look at the roof. Mr. Kallan reported Timekeepers did a terrific job on the repairs. The Township Committee thanked Mr. Kallan and Mr. Mullen for their report.

Ms. Bonnie Larson reported Ms. Cunningham has requested information from Clerks (via a mass e-mail blast through the Clerks' Association) concerning items to negotiate from Comcast in the next agreement. Ms. Larson will wait to receive additional information before meeting with Comcast. Mr. Herbert, Township Attorney, stated he will try to also get information. There was discussion about the term of the next agreement, and Mr. Herbert stated most towns are doing ten (10) year contract terms, not 15. Ms. Larson stated if the Township goes for ten (10) years, Comcast will give the Township nothing in return. Ms. Larson stated Cranbury is very small and she is sure larger towns will get more than smaller towns. There was discussion about outages and some issues with Comcast.

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Public Comment

Mayor Cook opened the meeting to public comment. There being no comments, Mayor Cook closed the public comment portion of the meeting.

Mayor's Notes

Mayor Cook stated he had nothing further to report

Township Committee Members' Notes

Mr. Mulligan stated the \$10,600 bill for the clock repair has been received and is being taken care of and he again thanked Mr. Mullen and Mr. Kallan for their efforts. Mr. Kallan stated the supplies to protect the clock will cost about \$100 to \$125, half of what he originally estimated.

Resolution

At 8:15 p.m. Mayor Cook requested a motion to go into Closed Session. On motion by Mr. Taylor, seconded by Mr. Mulligan and unanimously carried, the following Resolution was adopted by vote:

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

Nays: (None

Cranbury Township Resolution # R 07-17-086

TOWNSHIP OF CRANBURY
COUNTY OF MIDDLESEX

RESOLUTION TO CLOSE MEETING TO THE PUBLIC

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

The general nature of the subject to be discussed in this session is as follows:

-----"N.J.S.A. 10:4-12b (7)/Contract Negotiations" – Discussion of
possible contract negotiations.

It is unknown at this time precisely when the matters discussed in this session will be disclosed to the public. Matters involving contract negotiations or the acquisition of land will be disclosed upon conclusion of the negotiations or upon approval of the acquisition. Matters involving personnel will be disclosed when the need for confidentiality no longer exists. Matters concerning litigation will be announced upon the conclusion of trial or settlement of that litigation or when the need for confidentiality no longer exists.

At 9:15, on motion by Mr. Taylor, seconded by Mayor Cook and unanimously carried, the meeting returned to open session.

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Mayor Cook requested a motion to adjourn. On motion by Mr. Mulligan, seconded by Mr. Taylor and unanimously carried, the meeting adjourned at 9:16 p.m.

Kathleen R. Cunningham
Municipal Clerk