

TOWNSHIP COMMITTEE BUDGET MEETING
February 6, 2016

The Budget Meeting of the Township Committee of the Township of Cranbury was held at 9:00 a.m. in the Town Hall Meeting Room. Answering present to the roll call were: Township Committee members: Susan Goetz, Glenn Johnson, Jay Taylor and Mayor Dan Mulligan. Also present was: Denise Marabello, Township Administrator/Director of Finance and Kathleen R. Cunningham, Municipal Clerk/Assistant Administrator. Mayor Mulligan 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 January 12, 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 January 12, 2016.
- (3) Was filed on January 12, 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, and
- (4) Sent to those individuals who have requested personal notice.

Police Department

Chief Rickey Varga and Lt. Frank Dillane discussed the Police Department's Operating and Capital Budget for 2016. Chief Varga indicated there are presently no CERT members as they have gotten older since seven (7) years ago when the CERT Program was started.

Lt. Dillane discussed and made a request for two (2) marked unit vehicles and the equipment for the vehicles. He reported GM now has a waiting period on vehicles. He stated the Department has a need for six (6) vehicles for patrol and keep one (1) as an extra. The vehicles are installed with vehicle cameras. The Department has not purchased or requested body cameras due to the fact that no decisions have been made to date concerning OPRA and also indicated storage is another problem (retention of the tapes). Chief Varga indicated in his opinion, it will be a few years.

Public Works

Shade Tree Commission members, Kathy Easton (new Chairperson) and Bonnie Larson discussed with the Township Committee the need for \$5,000 in this year's Budget for replacement trees (to replace those that had died previously) and for pruning of existing trees. Mr. Johnson recommended, when possible Mr. Thorne coordinate with both PSE&G and JCP&L the pruning process. Ms. Easton reported no trees have been replaced in the Township in seven (7) years. She stated the \$5,000 will cover approximately 15-18 trees and the focus on replacement will primarily be on Main Street. The trees will be appropriate to the site. Ms. Easton also requested the Shade Tree Commission be contacted on any tree plantings prior to the planting. Mr. Cook requested the Township Committee be given a list of the plantings before they are planted on Main Street. Ms. Easton also stated she will be working with the residents where the trees will be located. Ms. Goetz, Liaison to the Shade Tree Commission indicated she will work with the Shade Tree Commission and report back to the Township Committee

Mr. Thorne discussed with the Township Committee members a need for a new snow fence to replace the existing one (\$5,000). He also explained there is a need for a new lawnmower to replace the nine (9)-year old mower (\$21,000) and a new trailer for the lawn mower (\$8,000) and stated this will allow better efficiency with his staff. Mr. Thorne also referenced the need for a

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new Mason 4x4 Dump Truck with snowplow (\$58,000) as the '03 Dump Truck needs to be replaced and a replacement vehicle for the Chevy '09 4x4 pickup with snowplow (\$40,000).

Mr. Thorne reported the Township had failed its recent fire inspection due to the age of the 70+ smoke detectors at Town Hall and the Fire House (\$20,000). The Township Committee asked Mr. Thorne to do some research to get the price down. He also reported the Public Works Building, built in 1978 is in need of a new front and two (2) side doors (\$5,000).

Mr. Thorne discussed roads in the Township. He reported the Township Engineer has prioritized the roads in the Township when applying for grants. However, there are no guarantees.

The Township Committee discussed whether or not a striping machine would be cost effective and decided to put this item in the Budget as an option.

Fire Company

Chief Mike Kervan, Chief of Cranbury Fire Company discussed the Fire Company's Budget with the Township Committee:

Chief Kervan reported the Fire Company's operating budget is \$90,000. Vehicle maintenance went up slightly (\$45,019.24) from last year, radio repairs \$1,325.50 and turnout gear, etc. \$8,251.78. Mr. Kervan also reported the Fire Company had to re-program the radios recently to be "in sync" with the Police Department. He requested they be able to recoup the cost of \$500 for this expense. He stated the Fire Company has the following budget requests: A new Motorola System for both Fire and EMS is being requested at a cost of \$ 4,162.75 and dispatch portable radio.

Chief Kervan reported the Fire House doors seem to be unlocked more and more frequently. The Fire Company would like to install card access for front and side doors and prefer a key fob at a cost of \$5,500. Repairs and maintenance on the security system would be covered by the Fire Company under its Budget. All members of the Township Committee agreed on a key fob system so the Fire House can be more secure.

Chief Kervan gave the Township a "heads up" for next year's Budget that the bay floors in the Fire House will need to be done. He indicated the cost to be approximately \$ 35,000.

First Aid Squad

Mr. John Nichols, Captain of the Cranbury First Aid Squad discussed the First Aid Squad's budget with the Township Committee.

Mr. Nichols reported the expenses last year were \$278,000 and the First Aid Squad took in \$283,000. He stated they are not asking for anything other than the amount the Township gives. Mr. Nichols reported the payroll costs are \$176,000 and insurance \$186,000. The Squad presently has 8 riding members and 15 active members.

Mr. Taylor left the dais at this time and did not participate in the following discussion on LOSAP:

Mayor Mulligan reported the Township will be paying the maximum this year which is \$1,614.00. This year the LOSAP budget is down by \$8,000.

Mr. Taylor returned to the dais.

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Library

The operating budget for the Library this year has an increase of \$31,000. The Library's Budget has been passed and is posted on the Home Page of its web site. Mayor Mulligan reported the Township Committee will talk in Closed Session at Monday, February 8th's meeting to discuss capital funds for the new Library and costs.

Salary Pool

The Township Committee discussed and made a decision to give a 2% pool for salary increases this year. This equals one-tenth of a penny and the Police are not included.

Mayor Mulligan asked that he and Mr. Taylor (Personnel subcommittee) meet with Ms. Marabello and look at the evaluation process.

The Township Committee discussed the Township Surplus and Tax Rate. A decision was made to raise the tax rate by two-cents.

On motion by Mr. Johnson, seconded by Mr. Cook the meeting adjourned at 2:17 p.m.

Kathleen R. Cunningham, RMC
Municipal Clerk