

TOWNSHIP COMMITTEE REGULAR MEETING  
February 12, 2024

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: Michael Ferrante, Lisa Knierim, Dr. Barbara Rogers, and Mayor Eman El-Badawi. Matthew Scott was absent. 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 5, 2024.

Filed on January 5, 2024 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 El-Badawi asked if any members of the Township Committee would like to address changes or amendments to the following minutes. Hearing none, Mayor El-Badawi asked for a motion to adopt the following minutes:

**-- Township Committee Regular Meeting Minutes January 8, 2024 and Budget Meeting Minutes January 27, 2024;**

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

Ayes: (El-Badawi  
(Knierim  
(Ferrante

Absent: (Scott

Abstain: (Rogers

Nays: (None

the Township Committee Regular Meeting Minutes of January 8, 2024 and Budget Meeting Minutes of January 27, 2024 were adopted.

**Reports and Communications:**

**Members of Committee**

- Mr. Ferrante – Reported on the Zoning Committee's plans to meet to prepare proposed changes to the stormwater management ordinance. Mr. Ferrante announced his plans to present his De-Mystifying Local Government presentation at the next Township Committee meeting of February 26<sup>th</sup>.
- Dr. Rogers – Reported the new kiosk has been installed on Main Street and Shade Tree Commission is preparing their Tree City application and annual report. She added a resolution is needed to show support for the application made for Community Energy Plan grant. The Traffic subcommittee has plans to meet to discuss gateway signs for Bike Network Plan.

TOWNSHIP COMMITTEE REGULAR MEETING  
February 12, 2024

- Mrs. Knierim – Reported the EDAC presentation has been finalized and will be scheduled for a future Township Committee meeting. She reported on her attendance at the CHPS and Zoning Board meetings.

**Mayor**

Mayor El-Badawi - Reported on her attendance at the Planning Board meeting. She also met with a senior interest group, Mayor's Wellness Campaign and participated in an Office of Emergency Management meeting. She discussed an interest in merging the Parks and Recreation Commissions. A straw poll was conducted, and all members present agreed to begin discussions on the feasibility of a merger.

In Community News:

- February 3 (Saturday) – Meet with the Mayor
- February 20 (Tuesday)- Cranbuddies Open House at Cranbury School
- February 24 (Saturday)- Practical Travel Photography at Cranbury Library
- February 24 (Saturday)- Free Rabies Clinic from 1:00 to 2:00pm at the Firehouse (2 S. Main Street).
- February 26 (Monday)- De-mystifying local government presented by Committee Member Michael Ferrante
- March 2&3 (Saturday-Sunday)- Cranbury Education Foundation Craft Show.
- March 7-9 (Thursday-Saturday)- Cranbury School Musical... Little Mermaid, Jr.
- March 14-16 (Thursday-Saturday)- Beauty and the Beast spring musical at Princeton High School.
- April 27 (Saturday)- Library Foundation Accepting Book Donations to be sold at the Cranbury Garage Sale
- Kindergarten Registration

**Department Heads: Cranbury Housing Associates – Mark Berkowsky**

**Community Development Block Grant – Public Hearing**

Mark Berkowsky of the Cranbury Housing Associates was in attendance to respond to any questions from the audience during the public hearing. Mr. Berkowsky explained the responsibilities of the Cranbury Housing Authority and provided a presentation on the history of the CHA and meeting COAH requirements. The presentation included a summary of projects over the last thirty-five (35) years. Mayor El-Badawi opened public comment on the public hearing. Hearing no questions from the public, Mayor El-Badawi closed the public hearing.

On a motion made by Ms. Knierim and seconded by Mr. Ferrante, the following resolution passed unanimously on a roll call vote of all members present.

**Cranbury Township Resolution # R 02-24-028**

WHEREAS, Cranbury Township has applied for \$29,680.00 from the Community Development Block Grant (CDBG) earmarked to be used for its new affordable housing; and

WHEREAS, Cranbury Township supports the need to provide affordable housing for group homes for individual with developmental disabilities;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury it hereby requests the \$29,680.00 in grant monies be used to defray some of the costs related to assist in the development of or rehabilitation of low-to-moderate income housing in the Township of Cranbury.

**Resolution – Non-Consent Item**

TOWNSHIP COMMITTEE REGULAR MEETING  
February 12, 2024

Ms. Marabello announced the Public Hearing for the 2024 Municipal Budget will be held on Monday, March 11, 2024 at 7:00 p.m. Ms. Marabello stated the Budget will be posted on the township website and copies can be obtained from the Clerk's Office. On a motion by Mr. Ferrante, seconded by Ms. Knierim and unanimously carried, the following Resolution was passed by roll call vote:

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

Abstain: (None  
Absent: (Scott

Nays: (None

**CRANBURY TOWNSHIP RESOLUTION R 02-24-029  
2024 MUNICIPAL BUDGET**

of the Township of Cranbury, county of Middlesex for the fiscal year 2024.

**Revenue and Appropriation Summaries**

Summary of Revenues	2024	Anticipated 2023
1. Surplus	\$ 1,765,000.00	\$ 2,285,000.00
2. Total Miscellaneous Revenues	\$ 4,588,495.65	\$ 4,956,295.89
3. Receipts from Delinquent Taxes	\$ 144,157.65	\$ 12,141.50
4. a) Local Tax for Municipal Purposes	\$ 6,724,930.09	\$ 6,721,718.40
b) Addition to Local District School Tax		
c) Minimum Library Tax	\$ 787,899.00	\$ 715,188.00
Tot Amt to be Raised by Taxes for Mun Budget	\$ 7,512,829.09	\$ 7,436,906.40
Total General Revenues	\$14,010,482.39	\$14,690,343.79
Summary of Appropriations	2024 Budget	Final 2023 Budget
1. Operating Expenses: S&W	\$3,822,773.22	\$3,648,361.64
Other Expenses	\$6,616,128.86	\$6,788,747.25
2. Deferred Charges & Other Appropriations	\$1,272,397.54	\$1,361,263.40
3. Capital Improvements	\$ 350,000.00	\$1,063,000.00
4. Debt Service (include for School Purposes)	\$1,800,069.81	\$1,699,476.92
5. Reserve for Uncollected Taxes	\$ 149,112.96	\$ 129,494.58
Total General Appropriations	\$14,010,480.39	\$14,690,343.79
Total Number of Employees	75	73
Balance of Outstanding Debt		
Interest Payments	\$ 2,724,471.11	
Principal Payments	\$17,852,451.00	
Outstanding Balance (12/31/23)	\$19,065,307.00	

Notice is hereby given that the budget and tax resolution was approved by the Township Committee of the Township of Cranbury, County of Middlesex on February 12, 2024.

TOWNSHIP COMMITTEE REGULAR MEETING  
February 12, 2024

A hearing on the budget and tax resolution will be held at Town Hall on March 11, 2024 at 7:00 o'clock PM at which time and place objections to the Budget and Tax Resolution for the year 2024 may be presented by taxpayers or other interested persons.

Copies of the budget are available in the office of the Township Clerk at the Municipal Building, 23A North Main St Cranbury, NJ, (609) 395-0900 ext\*234 during the hours of 8:00 AM to 4:00 PM, Monday through Friday.

**Follow-up Items:** None

**Boards and Commissions** – Mayoral Appointments/Vacancies

**Mayoral Appointments:** None

**Vacancies:**

- Recreation – 1<sup>st</sup> Alternate (Expire 12/31/28) and 2<sup>nd</sup> Alternate (Expire 12/31/24)
- Environmental – 2<sup>nd</sup> Alternate (Expire 12/31/25)
- HPC – 2<sup>nd</sup> Alternate Class C (Expire 12/31/25)
- Municipal Alliance – 1 Full Member (Expire 12/31/26)
- Parks – 1 Full Member (Expire 12/31/24) and 2<sup>nd</sup> Alternate (Expire 12/31/24)

**Ordinances:**

**First Reading – None**

**Second Reading - None**

**Resolutions – Consent Resolutions**

Mayor El-Badawi asked the Committee if there were any questions or comments on the Consent Agenda items. Hearing none, Mayor El-Badawi asked for a motion to approve the Consent Agenda resolution(s) On motion by Mr. Ferrante, seconded by Mrs. Knierim, the following Consent Resolution(s) were adopted unanimously by the following vote:

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

Nays: (None

Abstain: (None

Absent: (Scott

**CRANBURY TOWNSHIP RESOLUTION # R 02-24-030**

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 02-24-031**

**A RESOLUTION AWARDING A PROFESSIONAL SERVICES AGREEMENT**

TOWNSHIP COMMITTEE REGULAR MEETING  
February 12, 2024

WHEREAS, the Township wishes to hire the following firm (“Professional”) to provide professional services to the Township during the calendar year 2024 as follows:

- a). Holt McNally– Auditing Services

WHEREAS, the costs for the services to be provided by the Professional is set forth in their respective proposal submitted to the Township, which is incorporated herein as if fully restated; and

WHEREAS, the Township has a need to acquire the foregoing services without a “Fair and Open Process” as defined by P.L. 2004, c. 19, the “Local Unit Pay-to-Play Law”; and

WHEREAS, the Professional has completed and filed with the Township Campaign Contributions Affidavits as required by N.J.S.A. 19:44A-20.2 *et seq.* certifying that they have not made any prohibited contributions to a candidate’s committee or municipal committee representing the elected officials of the Township of Cranbury, along with Certifications Regarding Political Contributions as required by N.J.S.A. 19:44A-20.26; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et. seq.* authorizes the award of this contract without public bidding on the basis that this is a professional services agreement; and

WHEREAS, the Cranbury Township Chief Financial Officer has certified that sufficient funds are available for this purpose and that the value of said Agreement will not exceed \$34,200.00.

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

1. The Township of Cranbury hereby approves the following firm to provide professional services to the Township during the calendar year 2024:

- a). Holt McNally - Auditing Services

2. The Mayor and Clerk are hereby authorized and directed to enter into a Professional Services Agreement with the aforementioned Professionals pursuant to the provisions of the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.* This contract is being awarded without competitive bidding as a Professional Services Agreement under the provisions of the aforementioned law because a service will be rendered or performed by a person or persons by law to practice a recognized profession and whose practice is regulated by law.

3. A copy of this Resolution, the pay-to-play forms, and the executed Agreement and insurance certificate shall be placed on file in the Office of the Township Clerk.

**Cranbury Township Resolution # R 02-24-032**

**A RESOLUTION AWARDING AN INDIVIDUAL PROFESSIONAL SERVICES AGREEMENT**

WHEREAS, the Township wishes to hire the following individual (“Professional”) to provide professional services to the Township during the calendar year 2024 as follows:

- a). Inglesino, Weber, Wyciskala & Taylor LLC - Tax Assessment Appeal Defense

WHEREAS, the costs for the service to be provided by the Professional is set forth in his respective proposal submitted to the Township, which is incorporated herein as if fully restated; and

WHEREAS, the Township has a need to acquire the foregoing services without a “Fair and Open Process” as defined by P.L. 2004, c. 19, the “Local Unit Pay-to-Play Law”; and

TOWNSHIP COMMITTEE REGULAR MEETING  
February 12, 2024

WHEREAS, the Professional has completed and filed with the Township Campaign Contributions Affidavits as required by N.J.S.A. 19:44A-20.2 *et seq.* certifying that he has not made any prohibited contributions to a candidate's committee or municipal committee representing the elected officials of the Township of Cranbury, along with Certifications Regarding Political Contributions as required by N.J.S.A. 19:44A-20.26; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et. seq.* authorizes the award of this contract without public bidding on the basis that it is a professional services agreement; and

WHEREAS, the Cranbury Township Chief Financial Officer has certified that sufficient funds are available for this purpose and that the value of said Agreement will not exceed \$15,000.00;

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

2. The Township of Cranbury hereby approves the following individual to provide a professional service to the Township during the calendar year 2024:

a). Inglesino, Weber, Wyciskala & Taylor LLC - Tax Assessment Appeal Defense

2. The Mayor and Clerk are hereby authorized and directed to enter into a Professional Services Agreement with the aforementioned Professional pursuant to the provisions of the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.* This contract is being awarded without competitive bidding as a Professional Services Agreement under the provisions of the aforementioned law because a service will be rendered or performed by a person or persons by law to practice a recognized profession and whose practice is regulated by law.

3. A copy of this Resolution, the pay-to-play forms, and the executed Agreement and insurance certificate shall be placed on file in the Office of the Township Clerk.

**Cranbury Township Resolution # R 02-24-033**

**A RESOLUTION AWARDING A PROFESSIONAL SERVICES AGREEMENT**

WHEREAS, the Township wishes to hire the following firm ("Professionals") to provide professional services to the Township during the calendar year 2024 as follows:

a). Parker McCay PA – Legal Services

WHEREAS, the costs for the services to be provided by the Professional is set forth in their respective proposal submitted to the Township, which is incorporated herein as if fully restated; and

WHEREAS, the Township has a need to acquire the foregoing services without a "Fair and Open Process" as defined by P.L. 2004, c. 19, the "Local Unit Pay-to-Play Law"; and

WHEREAS, the Professional has completed and filed with the Township Campaign Contributions Affidavits as required by N.J.S.A. 19:44A-20.2 *et seq.* certifying that they have not made any prohibited contributions to a candidate's committee or municipal committee representing the elected officials of the Township of Cranbury, along with Certifications Regarding Political Contributions as required by N.J.S.A. 19:44A-20.26; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et. seq.* authorizes the award of this contract without public bidding on the basis that this is a professional services agreement; and

WHEREAS, the Cranbury Township Chief Financial Officer has certified that sufficient funds are available for this purpose and that the value of said Agreement will exceed \$95,000.00;

TOWNSHIP COMMITTEE REGULAR MEETING  
February 12, 2024

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

3. The Township of Cranbury hereby approves the following firm to provide professional services to the Township during the calendar year 2024:

a). Parker McCay, PA – Legal Services

2. The Mayor and Clerk are hereby authorized and directed to enter into a Professional Services Agreement with the aforementioned Professionals pursuant to the provisions of the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.* This contract is being awarded without competitive bidding as a Professional Services Agreement under the provisions of the aforementioned law because a service will be rendered or performed by a person or persons by law to practice a recognized profession and whose practice is regulated by law.

3. A copy of this Resolution, the pay-to-play forms, and the executed Agreement and insurance certificate shall be placed on file in the Office of the Township Clerk.

4. A brief notice of this action shall be published in a newspaper of general circulation in the Township of Cranbury within ten (10) days of its passage.

**Cranbury Township Resolution # R 02-24-034  
RESOLUTION OF THE TOWNSHIP OF CRANBURY  
MIDDLESEX COUNTY, NEW JERSEY**

WHEREAS, the Township of Cranbury is in need for animal impoundment services; and

WHEREAS, “Save, A Friend to Homeless Animals” (SAVE) complies with all New Jersey State Health Department regulations and Mercer County and Middlesex County Health Department regulations; and

WHEREAS, SAVE has agreed to provide to Cranbury Township full-time kennel services at their Shelter for the term of the Agreement; and

WHEREAS, SAVE will bill the Township on a monthly basis for services provided to the Township based upon the fee schedule as outlined in the Agreement (attached herewith); and

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Cranbury it hereby directs the Mayor and Clerk to execute an Agreement with SAVE for animal impoundment services;

BE IT FURTHER RESOLVED, a duly authenticated copy of this Resolution to be sent to SAVE along with a fully executed Agreement.

**Cranbury Township Resolution # R 02-24-035**

**A RESOLUTION AWARDING A PROFESSIONAL SERVICES AGREEMENT**

WHEREAS, the Township wishes to hire the following firm (“Professionals”) to provide professional services to the Township during the calendar year 2024 as follows:

a). Van Cleef Engineering Associates – Engineering Services

WHEREAS, the costs for the services to be provided by the Professional is set forth in their respective proposal submitted to the Township, which is incorporated herein as if fully restated; and

TOWNSHIP COMMITTEE REGULAR MEETING  
February 12, 2024

WHEREAS, the Township has a need to acquire the foregoing services without a “Fair and Open Process” as defined by P.L. 2004, c. 19, the “Local Unit Pay-to-Play Law”; and

WHEREAS, the Professional has completed and filed with the Township Campaign Contributions Affidavits as required by N.J.S.A. 19:44A-20.2 *et seq.* certifying that they have not made any prohibited contributions to a candidate’s committee or municipal committee representing the elected officials of the Township of Cranbury, along with Certifications Regarding Political Contributions as required by N.J.S.A. 19:44A-20.26; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.* authorizes the award of this contract without public bidding on the basis that this is a professional services agreement; and

WHEREAS, the Cranbury Township Chief Financial Officer has certified that sufficient funds are available for this purpose and that the value of said Agreement will exceed \$203,950.00;

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

4. The Township of Cranbury hereby approves the following firm to provide professional services to the Township during the calendar year 2024:

a). Van Cleef Engineering Associates – Engineering Services

2. The Mayor and Clerk are hereby authorized and directed to enter into a Professional Services Agreement with the aforementioned Professionals pursuant to the provisions of the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.* This contract is being awarded without competitive bidding as a Professional Services Agreement under the provisions of the aforementioned law because a service will be rendered or performed by a person or persons by law to practice a recognized profession and whose practice is regulated by law.

3. A copy of this Resolution, the pay-to-play forms, and the executed Agreement and insurance certificate shall be placed on file in the Office of the Township Clerk.

4. A brief notice of this action shall be published in a newspaper of general circulation in the Township of Cranbury within ten (10) days of its passage.

**Cranbury Township Resolution # R 02-24-036**

WHEREAS, it is necessary to make the following appointments,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury that the following individuals are appointed to the positions and terms noted effective February 12, 2024:

**TOWNSHIP COMMITTEE APPOINTMENTS**

<b>NAME</b>	<b>APPOINTMENT</b>	<b>TERM ENDING</b>
Diane Stanley	Municipal Alliance	12/31/26
Erika Shulman, 1 <sup>st</sup> Alternate	Municipal Alliance	12/31/24
Manish Kumar, 2 <sup>nd</sup> Alternate	Municipal Alliance	12/31/24
Michael Ferrante (Class III – PB)	Zoning Committee	12/31/24
Evelyn Spann (Class IV – PB)	Zoning Committee	12/31/24
Robert Diamond (ZB) John Krasting (EC)	Zoning Committee	12/31/24



TOWNSHIP COMMITTEE REGULAR MEETING  
February 12, 2024

**CRANBURY TOWNSHIP RESOLUTION # R 02-24-037  
AUTHORIZING GRANT APPLICATION FOR  
VILLAGE PARK TENNIS COURTS RENOVATION**

WHEREAS, Cranbury Township desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for \$100,000.00 to carry out a project to renovate the tennis courts at Village Park;

NOW, THEREFORE BE IT RESOLVED

1. That the Township Committee of Cranbury Township does hereby authorize Mayor Eman El-Badawi to make application for such a grant, and;
2. Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize Mayor Eman El-Badawi to execute any such grant agreement; and also upon receipt of the fully executed agreement from the Department,

BE IT FURTHER RESOLVED that the Township Committee of Cranbury Township does further authorize Mayor El-Badawi to authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Cranbury and the New Jersey Department of Community Affairs.

**Public Comment**

Mayor El-Badawi reminded the public of the three (3) minute time limit for public comment. Mayor El-Badawi then opened the meeting to public comment.

- Vashti Gorham – Ms. Gorham commented on her attendance at the Board of Health meeting and discussed the health and noise complaints from the neighboring automotive garage. She also asked how the recent thefts in catalytic converters were being addressed.
- Mark Berkowsky – Requested volunteers for CHA and provided volunteer applications to the Township Committee members.

Mayor El-Badawi closed public comment. She addressed the following; the automotive garage is working on their project and it's taking time; the Police Department is handling the investigation into the recent thefts. Any additional information should be requested directly from the Police Department; the residents need to work closely with the homeowner's association as they are within a private development and have jurisdiction.

**Action Items** – Complete Tree Ordinance.

**Adjourn**

Mayor El-Badawi requested a motion to adjourn. On a motion by Mrs. Knierim, seconded by Mr. Ferrante and unanimously carried, the meeting adjourned at 8:26 p.m.

Debra A. Rubin  
Debra A. Rubin, RMC  
Municipal Clerk