

TOWNSHIP COMMITTEE MEETING  
February 24, 2014

The regular meeting of the Township Committee 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: David Cook, Glenn Johnson, and Daniel Mulligan, Jay Taylor and Mayor Susan Goetz. Also present were Denise Marabello, Township Administrator/Director of Finance; and Kathleen Cunningham, Municipal Clerk/Assistant Administrator. Mayor Goetz 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 4, 2013 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 4, 2013.
- (3) Filed on December 4, 2013 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.

Regular Township Committee Minutes of February 10, 2014

On motion by Mr. Johnson, seconded by Mr. Mulligan and unanimously carried, the Regular Township Committee Minutes of February 10, 2014 were adopted.

Budget Township Committee Minutes of February 8, 2014

On motion by Mr. Mulligan, seconded by Mr. Taylor and unanimously carried, the Budget Township Committee Minutes of February 8, 2014 were adopted.

Resolution

Mayor Goetz read the following Resolution recognizing Ms. Anna Drago for all she has done for the Township of Cranbury:

CRANBURY TOWNSHIP RESOLUTION # R 02-14-034

WHEREAS, Anna Drago and her husband, Francesco, moved to Cranbury in 1970 and raised their children; and

WHEREAS, Anna became involved in the Community shortly after moving to Cranbury Township; serving on "Save the Old School Committee" under Cranbury Landmarks, Inc. and was instrumental in restoring and preserving what is now known as "Town Hall", a true jewel of Cranbury Township; and

WHEREAS, Anna also served as a member of the Cranbury Historical Society and its "Museum Inspection Committee", participated in restoring the Grist Mill House, served as a Board Member and later as President of the Cranbury Public Library and member of the Cranbury Housing Association; and

WHEREAS, Anna has been a great steward for Cranbury's open spaces, parks and streams; serving two (2) different terms on the Environmental Commission; and

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(Continued)

WHEREAS, while serving on the Environmental Commission she was a Green Team member and helped Cranbury achieve Sustainable Jersey Certification. She wrote Township newsletter articles, manned the Cranbury Day booth and Cranbury Farmers' Market, was an "Invasive Species Strike Team" member and frequently could be seen planting natives in the Cranbury Brook Preserve; and

WHEREAS, she helped initiate a partnership and acted as an important environmental ambassador between the Township and the Stony Brook Millstone Watershed Association, both as a supporter and member of the Watershed since 1989, serving on its Board of Trustees and co-chairing the Watershed's "Fest" multiple times; and

WHEREAS, the Stony Brook Millstone Watershed honored Anna with its "Volunteer Service Award" on April 27, 2009; for her commitment to "fostering communication, education and research about the environment",

WHEREAS, she worked with Cranbury Girl Scouts to mark storm drains with turtles which brought awareness to the Cranbury citizens the connection between storm drains with the health of our waterways and helped initiate the Township's "Annual Stream Cleanup" (often putting on wading boots to pull out large debris from our streams!);

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Cranbury, that Anna Drago is thanked for being such a great ambassador for the Township and commends her for a job well done; and

BE IT FURTHER RESOLVED, a duly authenticated copy of this resolution be given to Anna with best wishes and good health for many years to come.

The Township Committee and the public applauded Ms. Drago. She stated it was an honor to serve on the Environmental Commission with people dedicated to preserving and protecting the environment. She stated she received an invaluable education from her experience.

Mayor Goetz opened the meeting to public comment. Ms. Norma Swale, Ryan Road, stated she has known Ms. Drago for many years and she has been a great friend. Ms. Swale offered her best wishes and good luck to Ms. Drago.

Ms. Barbara Rogers, Chair of the Environmental Commission, shared some fond stories of Mr. Drago and thanked her for her service.

Mr. Cook stated he knew Ms. Drago from the early 1970's when he was a young boy and learned from conversations between his parents, the Drago's and other friends what mattered to people. He stated that is a part of the reason he is on the Township Committee now. He thanked Ms. Drago for being so much to him for a long time.

Mr. Mulligan stated every time he saw Ms. Drago at various Township meetings, he always considered her as one of the voices of Cranbury and part of the conscience of Cranbury. Mr. Mulligan stated Ms. Drago's service and sense of volunteerism exemplifies what makes Cranbury the Town it is. Mr. Mulligan thanked Ms. Drago and stated he hopes other residents will follow her example of volunteerism.

Mr. Taylor stated it is hard to see volunteers step down and stated the Town has not been seeing a lot of people stepping up now to volunteer. He stated he hopes residents follow the example of volunteers like Ms. Drago and Mr. Wahlers and come forward to volunteer.

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(Continued)

Mr. Johnson stated he was reminded of the saying "in any organization 20% of the people do 80% of the work," and stated that clearly applied to Ms. Drago. Mr. Johnson thanked Ms. Drago for all she has done for Cranbury.

On motion by Mr. Cook, seconded by Mr. Taylor and unanimously carried, Resolution # R 02-14-034 was adopted by a vote:

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

Nays: (None

Reports and Communications

--Mayor

Mayor Goetz reported she and Chief Rickey Varga had their first "coffee meeting" at Teddy's on Saturday. She stated they will try to hold these meetings once a month to answer questions or receive comments from residents. She stated there were questions about the Dam Project, trees, Downtown Beautification Project, and Public Works. She stated some residents came to compliment the Public Works Department for the great job they did with snow removal. She stated there were also questions about the school and security, which Chief Varga answered. She stated she was very pleased with the turnout.

Mayor Goetz stated there will be an article about Cranbury in next week's New York Times.

She reported the Downtown Beautification Project Subcommittee is meeting in the Gallery. She stated the Project was delayed because of the weather, but it will begin near the end of spring. The Shade Tree Commission will provide guidance on the trees before the Project begins.

Mayor Goetz read a "thank you" letter from Mr. Harvey Moskowitz. She reported a letter was also received from a citizen who was concerned about the "Complete Streets Policy," which addresses that all the uses of a street should be considered when streets are built and are being maintained. She stated this policy should probably be addressed in the future; in particular, there is some concern that Main Street near the Dam construction will be even harder for pedestrians and bicycles to navigate because the road will be narrower.

--Township Committee

Mr. Johnson reported he attended a Library Facilities meeting. He reported on Saturday he also attended a program for Black History Month at the Library. He stated Mr. Frank Marlowe did a wonderful two-hour presentation.

Mr. Taylor reported the Library would like to come to the next Township Committee meeting to give a presentation about their budget. He stated Ms. Kirstie Venanzi, Library Board President, would like to give the presentation soon so residents will have an understanding of what the Library would like to do before the budget is adopted.

Mr. Taylor reported last Monday he fell down his stairs while carrying his infant son, and stated an ambulance was called and responded within a few minutes. He stated a police officer also responded before the ambulance arrived to check out his son. He stated he wanted to highlight this because during budget sessions, discussions were held about the services provided by the

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--Township Committee (Continued)

Mr. Taylor (cont'd.)

EMS and police during an emergency. Mr. Taylor stated the first responders were great.

Mr. Mulligan stated the ball field subcommittee is still waiting for a third quote for the renovations to the baseball field. Mr. Mulligan stated he would like to have additional discussions with the Library concerning the placement of the new Library and its parking lot. He stated if the Township will be paying for the parking lot, he would like to see the businesses in Town, as well as the Library, benefit from the parking lot. Mr. Mulligan stated he understands the current thought is to place the parking lot closer to the school. He stated he feels the parking lot should be closer to Park Place West so businesses can also use it.

Mr. Taylor stated, when assessing the parking lot, consideration should be given to a circular pattern to alleviate some of the school traffic congestion. Mr. Mulligan agreed that parking and traffic patterns should be looked at for long term planning.

Mr. Cook stated he will follow up with the Shade Tree Commission concerning trees and the Dam Project. He reported the Dam Project will probably be able to accommodate a bike lane. Mayor Goetz stated a presentation can be made to further discuss it. Mr. Cook stated the rebar has been completed on the southwest bank of the creek bed. He stated construction has been going forward even with the bad weather and higher water levels in the Lake. Mr. Cook stated formal recognition (in writing) was received that trees will be able to be planted on the Bridge, according to the DEP. Mayor Goetz asked if the trees still have to be planted off the spillway, and Mr. Cook stated the DEP agreed to the trees being planted a certain distance away from the archway. He stated approximately eight (8) trees can be planted on the east side, which was what was there before; however, the placement of the trees will be a little different.

Mr. Mulligan inquired about the group coming in to talk about the bicycle routes. Mayor Goetz stated the West Windsor Pedestrian and Bicycle Alliance would like to address the Township Committee concerning the streets. She stated the letter received was from Ms. Nancy Sheehan, Cranbury Therapeutic Massage, and the manager of Knapps Bicycle. Mayor Goetz stated the purpose of "complete" streets is that streets can be used by everyone (bicycles, runners, wheelchairs, etc.). Mayor Goetz stated the Alliance will not be asking for funding; however, the Township will receive points from Sustainable New Jersey if there is a Complete Streets Policy in place. She stated the amount of points enhances the chance of receiving grants.

Reports and Communications

--Subcommittees

There were no Subcommittee reports.

Agenda Additions/Changes

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

Public Comment – for Agenda Items

Mayor Goetz opened the meeting to public questions and comments for items on the Agenda. There being no comments, the Mayor closed the public portion of the meeting.

Resolution

Ms. Cunningham announced Cranbury Township Resolution # R 02-14-035 is the proposed 2014 Budget which is being formally introduced this evening. A Public Hearing on the Budget will be held on Monday, April 7, 2014 at 7:00 p.m.

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Resolution (Continued)

A motion was made by Mr. Mulligan, seconded by Mr. Taylor and unanimously carried, the following Resolution was passed by vote:

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

CRANBURY TOWNSHIP RESOLUTION R 02-14-035  
2014 MUNICIPAL BUDGET

of the Township of Cranbury, County of Middlesex for the fiscal year 2014.

Revenue and Appropriation Summaries

<u>Summary of Revenues</u>	<u>Anticipated 2014</u>	<u>2013</u>
1. Surplus	\$1,344,050.00	\$1,359,922.00
2. Total Miscellaneous Revenues	\$2,600,576.52	\$3,869,229.34
3. Receipts from Delinquent Taxes	\$168,457.00	\$151,060.00
4. a) Local Tax for Municipal Purposes	\$6,225,387.90	\$5,841,530.15
b) Addition to Local District School Tax		
c) Minimum Library Tax	\$522,192.00	\$495,245.00
Total Amount to be Raised by Taxes for Municipal Budget	\$6,747,579.90	\$6,336,775.15
Total General Revenues	\$10,860,663.42	\$11,716,986.49
<u>Summary of Appropriations</u>	<u>2014 Budget</u>	<u>Final 2013 Budget</u>
1. Operating Expenses: S&W	\$3,089,859.22	\$3,032,293.22
Other Expenses	\$5,249,886.94	\$5,924,358.45
2. Deferred Charges & Other Appropriations	\$25,000.00	\$25,000.00
3. Capital Improvements	\$20,000.00	\$20,000.00
4. Debt Service (include for School Purposes)	\$2,294,863.26	\$2,520,010.82
5. Reserve for Uncollected Taxes	\$181,054.00	\$195,324.00
Total General Appropriations	\$10,860,663.42	\$11,716,986.49
Total Number of Employees	70	70
<u>Balance of Outstanding Debt</u>		
Interest Payments in 2014	\$659,667.35	
Principal Payments in 2014	\$2,210,723.91	
Outstanding Balance (12/31/13)	\$17,318,496.00	

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 24, 2014.

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CRANBURY TOWNSHIP RESOLUTION R 02-14-035  
(Continued)

A hearing on the budget and tax resolution will be held in the Committee Meeting Room, Town Hall, 23A North Main St, on April 7, 2014 at 7:00 o'clock PM at which time and place objections to the Budget and Tax Resolution for the year 2014 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 Street, Cranbury, NJ, (609) 395-0900 ext. \* 234 during the hours of 8:00 AM to 4:00 PM, Monday through Friday.

Resolutions  
Consent Agenda

Mayor Goetz asked the Township Committee if there were any questions or comments on the Consent Agenda, or if any Resolutions should be addressed separately. She stated Ms. Linda Scott, Recycling Coordinator, was in the audience if there were any questions. Mr. Taylor stated at a Budget Meeting, it was discussed that South Brunswick has dumpsters where residents can drop off recycling and get additional monies for it. Ms. Scott stated South Brunswick does their own curbside recycling pickup and also has a drop-off center for residents. Ms. Scott stated Cranbury has an agreement with MCIA to do curbside recycling and stated the Township pays MCIA to pick up the recycling. She stated the Township does not receive money from the recycling. Ms. Scott stated for the most part, MCIA performs a flawless job picking up the Township's recycling. Mr. Taylor stated his thought was not to replace the MCIA, but to have extra dumpsters for residents to utilize. Ms. Scott stated the Township has another vendor that comes to pick up the cardboard. The Township pays for this service; however, the rate is reduced because the Township participates with the MCIA and uses its contractors. She stated the Township does receive tonnage for the cardboard, which is applied to the annual grant.

Ms. Marabello stated when she lived in South Brunswick, there were a lot of materials at the recycling center that should not have been there. She stated the recycling center became a dumping ground, and the Township would then have to get rid of the trash.

A motion was made by Mr. Johnson, seconded by Mr. Cook, the following Resolutions were passed by vote:

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

Cranbury Township Resolution # R 02-14-036

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 02-14-037

A Resolution Appointing an Insurance Fund Commissioner and an Alternate Insurance Fund Commissioner to Serve on the Mid Jersey Municipal Joint Insurance Fund

BE IT RESOLVED, on this 24<sup>th</sup> day of February, by the Township Committee of the Township of Cranbury, County of Middlesex, State of New Jersey, that the appointment of Kathleen R. Cunningham as Fund Commissioner and Jean Golisano as Alternate Fund Commissioner for the Township of Cranbury to serve on the Mid Jersey Municipal Joint Insurance fund be and is hereby authorized.

Cranbury Township Resolution # R 02-14-038

**WHEREAS**, the Mandatory Source Separation and Recycling Act, P.L.1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

**WHEREAS**, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

**WHEREAS**, the New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

**WHEREAS**, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

**WHEREAS**, a resolution authorizing this municipality to apply for the **2014 Recycling Tonnage Grant** will memorialize the commitment of this municipality to recycling and to indicate the assent of Township Committee of the Township of Cranbury to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

**WHEREAS**, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed;

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Cranbury hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Linda M. Scott, Recycling Coordinator to ensure that the application is properly filed; and

**BE IT FURTHER RESOLVED**, that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

Reports from Township Staff and Professionals

-- Administrator's Report

Ms. Marabello stated she had nothing to report. Mr. Taylor inquired if the Township was able to get salt, and Ms. Marabello stated the Township received three (3) loads of salt. Mr. Taylor reported East Windsor Township patched the pot holes on Old Cranbury Road. Mayor Goetz asked what Cranbury is doing about pot holes. Ms. Marabello stated Public Works has been through the Township and is patching big pot holes on highly travelled roads or roads that have high speeds. She stated it is pointless to repair all the pot holes now because if it snows again, the pot holes will reappear.

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Reports from Township Staff and Professionals (Continued)

-- Administrator's Report

Mr. Mulligan asked if the Township liable for damages resulting from pot holes. Ms. Marabello stated the Township could be responsible and claims would go through the Joint Insurance Fund.

--Assistant Administrator's Report

Ms. Cunningham stated she had nothing to report.

Reports from Township Boards and Commissions

There were no reports from Township Boards and Commissions.

Public Comment

The Mayor opened the meeting to public questions and comment. There being no comment, the Mayor closed the public portion of the meeting.

Mayor's Notes

Mayor Goetz stated she had nothing additional to report, except to mention that she will have additional monthly "coffee meetings." She also reminded residents to look for the Cranbury article in the New York Times.

On a motion by Mr. Mulligan, seconded by Mr. Taylor and unanimously carried, the meeting adjourned at 7:50 p.m.

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Kathleen R. Cunningham, RMC  
Municipal Clerk