

TOWNSHIP COMMITTEE MEETING
January 23, 2012

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: Susan Goetz, Glenn Johnson, Daniel Mulligan, Jay Taylor and Mayor David Cook. 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 November 29, 2011 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 November 29, 2011.
- (3) Was filed on November 29, 2011 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.

Reports and Communications

-- Mayor

Mayor Cook reported he had nothing to report at this time.

-- Members of Committee

Mr. Johnson reported he attended a Historic Preservation Commission Meeting and stated a local contractor is purchasing 14 Station Road with plans to extend and renovate the structure. Mr. Johnson stated the resident is to be commended for thinking so highly of Cranbury to take on such a project in this economy.

Mr. Johnson stated he has received feedback on the railings for the front of Town Hall and reported HPC stated the railings look too industrial. Mr. Johnson stated he believed the goal was to install railings which were historically appropriate for Town Hall, and stated he had searched for such railings; however, any railings he found looked to be added on later than the construction of the buildings. Mr. Johnson stated he spoke with Mr. Greg Farrington, Construction Official, and an invoice has already been sent to the company. Mr. Johnson asked if the Township Committee would like HPC to look at the design and possibly order a different railing, or proceed with the current design. Mayor Cook asked if the functionality of the railing is in question, if it meets Code, or is it an aesthetic matter. Ms. Goetz asked for confirmation that government buildings are not under the same obligations to meet HPC requirements as private residences. She stated HPC requires private residences to meet certain standards, and inquired if the Township should meet the same standards. She stated she is not aware of the difference in costs or if the railings should be modified. Mayor Cook stated he is not willing to throw away the money on the current railings, and Ms. Marabello confirmed the prepared purchase order constitutes a contract with the company for the railings. Ms. Marabello stated the contractor could have already come to measure for the railings since the steps are outside and no appointment was necessary for the measuring. Ms. Marabello stated she does not know what design or material would be used; however, she stated there is not a lot of money set aside for the railings.

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Reports and Communications

-- Members of Committee (Continued)

Mr. Mulligan (con't.)

Mr. Mulligan stated he felt the railing chosen is discrete and will blend in with the building, and is similar to the railings on the steps to the Boy Scout Room. He stated he does not feel it will take away from the aesthetics of Town Hall. He stated the railings were chosen for safety and cost effectiveness.

Mr. Taylor reminded Mr. Johnson he had previously checked with HPC which stated there were no guidelines for public buildings. Mr. Johnson agreed, stating he thought at that point the decision of choice of railings would be up to the Township Committee. Mr. Taylor stated the funds are spent on the current railings; however, he would be agreeable if someone wanted to donate funds for railings for the Township. Mr. Taylor stated he agreed with Ms. Goetz the Code should be reviewed and have government buildings subject to the same requirements as residents. The Township Committee decided to keep the current railing design and stated if funds were donated in the future, the railings could be changed.

Ms. Goetz reported she attended an Environmental Commission ("EC") last week. She reported the Commission is very busy overseeing a couple of projects. Ms. Goetz reported the EC is building a deer fence protection area. She stated there are many deer in the area eating the native species, which results in invasive species taking over. The EC is working with the Boy Scouts to prepare an 80' by 80' plot protected by deer fencing, and Ms. Goetz stated over time the protected plot will show the type of vegetation not impacted by deer.

Ms. Goetz stated she spoke with the EC concerning the soapy runoff from car washes entering the streams. She stated the EC will investigate this and come up with some recommendations for the Boy Scouts and work with the Scouts on other fund-raising ideas. Mayor Cook asked if a bio-friendly soap could be used, and Ms. Goetz stated the EC will also look into that.

She also reported the EC is responsible for the environmental inventory, a document which outlines the environment/ecology of Cranbury. Ms. Goetz stated the last inventory was done in 2006. The inventory, which is referenced in the Master Plan, contains the Township's wetlands, soils, and vegetation. Ms. Goetz stated in 2007 the EC updated their maps, however, the maps are now outdated. She stated while it is expensive to update the maps, they are important reference documents for the Planning Board. Ms. Goetz reported the EC members will be working to incorporate revised mapping (prepared by NJDEP) to update various sections of the inventory. Their specific tasks will be to revise the text to incorporate information from newer maps. She stated instead of the EC coming to the Township Committee requesting funds to do the update, there is talent and expertise on the EC to take the on the project and she commended them for their efforts.

Ms. Goetz reported Cranbury is a "sustainable community" and one requirement is appointing a "Green Team" to work in the Township to come up with ways to enhance the sustainable nature of the environment. Ms. Cunningham, Clerk, stated the Chairman of the Environmental Commission will present the EC's Annual Report at the February 6th Township Committee Meeting and a Resolution to appoint a "Green Team" could be added the agenda.

Mr. Goetz stated the EC will conduct a joint meeting with the Parks Commission to understand where both Commissions match or overlap in responsibilities. Ms. Goetz stated as an example of overlap, the EC is responsible for the Cranbury Preserve; however, there are trails through the Preserve which are the responsibility of the Parks Commission. The purpose of the joint meeting is to clarify the roles of each Commission.

Mr. Mulligan reported Ms. Beth Veghte is the new President of the Business and Professional Association.

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Reports and Communications

-- Members of Committee (Continued)

Mr. Mulligan (con't.)

He reported a new Eagle Scout Project application was received from Scout Patrick Menninger, and Mr. Mulligan recommended the project be considered at a future Township Committee Meeting. He stated the project would entail improvements on a baseball field at Village Park, and stated Public Works is aware of the project. Ms. Cunningham explained the process for Eagle Scout projects in the Township, and stated the form is on the Township website. She stated the process was put in place years ago by the Township Committee. Mr. Taylor asked if the process could be made easier, and suggested Mr. Mulligan evaluate the form and process.

Mr. Mulligan provided an update on the trees planted on the Hagerty property. He stated the Township Committee suggested at a previous meeting to get Scouts to put jute around the tree trunks to deter deer. Mr. Mulligan stated it will be difficult to get Scouts to put jute on over 2,000 trees. He stated he is going to speak with a family in the Township who is looking to perform a community service to spearhead the project and get the Scouts and other community members involved. Mr. Mulligan suggested targeting Earth Day to get this project done. As an alternative, Mr. Mulligan suggested the possibility of buying the supplies and hiring some local high school students to cover the trees during the summer. He asked if this could be considered during budget discussions. Ms. Marabello stated the work would be very expensive if done professionally, and she stated she does not want to pay the contractor any more money for trees he is supposed to be maintaining. Ms. Goetz asked for confirmation the contractor is guaranteeing the trees for two (2) years. Ms. Marabello stated deer are destroying some trees, and the contractor has replaced some trees also destroyed by beaver.

Ms. Marabello reported stated she spoke with the Township Engineer who suggested a chain link fence be erected to keep the beaver away. The contractor stated he is not replacing any additional trees destroyed by beaver; however, he will look at the trees in two (2) years and replace any dead trees then. Ms. Marabello stated in the meantime there will be dead trees on the property. Mayor Cook confirmed the contractor will not be doing anything to deter deer, and Ms. Marabello confirmed the contractor will wait two (2) years to assess all trees. Ms. Marabello stated there could be a lot of dead trees by then and suggested it might be worthwhile to put up fencing. She stated Public Works could install the fencing, and Mr. Jerry Thorne, Public Works Manager, stated as long as there is not snow, Public Works could install the fencing before the busy spring season. Ms. Marabello stated this project is too large for any one scout to assume, and Mr. Mulligan stated he will see if he can find someone to organize the project and will update the Township Committee at the next meeting.

Ms. Goetz reported the Environmental Commission will meet with the Business and Professional Association in February to discuss enhancing Cranbury Day as a "green" event.

Mr. Taylor reported Public Works vehicle maintenance repair for December was \$3,000. He stated Police Department vehicle maintenance for 2011 was \$27,000.

Mr. Taylor reported he has received calls from residents concerning non-residents using the Millstone Park soccer fields during the winter. Mr. Taylor asked, if like other Townships, Cranbury should consider using fencing to protect the turf during the winter. The fencing would save Cranbury the expense of re-seeding the grass. He stated he is in favor of protecting the fields, especially in tight budget times. The Township Committee was in agreement, and Mr. Taylor stated Public Works would be requested to fence the area.

Mr. Taylor reported at the Parks Planning Meeting an organization approached the Commission stating there are ball fields for Little League and Babe Ruth teams; however, there is

Reports and Communications

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-- Members of Committee (Continued)

(Mr. Taylor cont'd.)

no in-between field. This organization would like to fund building an "in-between" field at Millstone Park. Mr. Taylor reported the Parks Planning Commission is considering the offer. Mayor Cook inquired if there would be any liability involved, and Ms. Marabello stated she would investigate if liability is an issue. Mr. Taylor could not recall the name of the organization, and reported the Board of Recreation Commissioners is aware of the offer. Mayor Cook asked if the change would impact the maintenance provided by the Township, and Mr. Taylor stated only the pitching mound would be impacted. The Township Committee decided to obtain more information and contact Cranbury-Plainsboro Little League for their agreement. Ms. Cunningham reminded the Township Committee the organization would need insurance coverage. Mr. Mulligan stated he will discuss the issue with Ms. Beth Veghte, Chairwoman of the Board of Recreation Commissioners.

Mr. Taylor reported on Wednesday, January 25th, there will be a Signage Subcommittee in the Town Hall Meeting Room looking for input from businesses and residents concerning signs in the Township. Mr. Taylor stated the Subcommittee consisted of Mr. Taylor, Mr. Art Hasselbach, Mr. Brian Schilling of the Zoning Board (Chair of Subcommittee), and Mr. Jason Stewart of the Planning Board. Mr. Taylor stated Mr. Richard Preiss, Township Planner, and Ms. Valerie Kimson, Planning/Zoning Board Attorney, will attend the second meeting. Mr. Taylor stated the goal is to have a framework in place before involving the Planner and Attorney to contain costs. Ms. Goetz asked if HPC is involved as part of the Subcommittee because the sign issue involves not only the legal aspect but also how the signs look. Mr. Taylor stated anyone is able to attend the meeting and offer comments.

Mr. Taylor reported he spoke with Chief Rickey Varga concerning amending the Ordinance permitting rubber band guns, airsoft guns, BB guns and paintball guns in the Township to include the provision the minor be accompanied by someone over the age of 18 when using these types of guns. Mr. Taylor stated the amended wording concerning supervision makes sense, and he stated he will ask Township Attorney, Steven Goodell, Esq., to review the wording before additional review by the Township Committee at a future meeting.

Agenda Additions/Changes

Ms. Kathleen R. Cunningham, Clerk, reported there are no additions/changes to the agenda.

Ordinances

Second Reading

Cranbury Township Ordinance # 01-12-01

A motion to enter an Ordinance entitled, # 01-12-01 "AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)" was presented for Second Reading and Final Adoption. The Ordinance was presented for First Reading on January 9, 2012, and was published in the Cranbury Press, posted on the Township Bulletin Board and copies were made available to the public. Mayor Cook opened discussion to the public, and hearing none, asked for a motion. On a motion by Mr. Mulligan, seconded by Mr. Taylor, the motion was adopted by a vote:

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

Nays: (None

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Ordinances
Second Reading

Cranbury Township Ordinance # 01-12-02

An Ordinance entitled, Cranbury Township Ordinance # 01-12-02, "A SUPPLEMENTAL BOND ORDINANCE AUTHORIZING THE CONSTRUCTION OF AN EQUIPMENT STORAGE BARN APPROPRIATING \$150,000 THEREFORE AND AUTHORIZING THE ISSUANCE OF \$142,500 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF" was presented for Second Reading and Final Adoption. The Ordinance was presented for First Reading on January 9, 2012, was published in the Cranbury Press, posted on the Township Bulletin Board and copies were available to the public.

Mayor Cook opened up the discussion to the Township Committee. Mr. Mulligan asked where the Township was in this process. Ms. Marabello stated the Township is moving forward, and explained once this Ordinance is adopted, Mr. Bill Tanner, Township Engineer, will put out the revised bids in early February. Once the bids are received and are hopefully within the Ordinances, Ms. Marabello stated, the bid will then be awarded. She stated the Township will have to wait the 21-day Estoppel Period before the funds are spendable. Mr. Mulligan asked if the Township Committee will have another opportunity to address the issue, and Ms. Marabello stated the contract is awarded by Resolution and the Township Committee can address it again when the contract is awarded.

The Mayor then opened the Public Hearing on the Ordinance. Mr. Richard Kallan, Wynnewood Drive, asked the proposed square footage of the storage barn. Mr. Taylor stated the square footage is approximately 9,500 square feet to accommodate the dump trucks, sander, and leaf vacuum. Mr. Kallan asked if the construction would be a pre-fab building. Mr. Taylor explained Mr. Bill Tanner, Township Engineer and Mr. Greg Farrington, Construction Official, reviewed the plans. Mr. Kallan asked if the structure would be heated and have electricity. Mr. Taylor confirmed the building would have electricity and the maintenance area, not the entire building, would be heated. Ms. Marabello explained this Ordinance is a supplement because the other Ordinances in place are not enough to cover the cost of the storage barn. Mr. Kallan asked how much money is already put aside, and Ms. Marabello stated \$316,000 is already put aside for the construction; however the bids came in over that amount. Mr. Taylor reported the consensus for the cost of a "bare-bones" storage barn would be approximately \$450,000 to \$470,000. Mr. Kallan asked if the equipment being stored is worth over \$500,000. Mr. Taylor reported the total of the equipment is worth more than that amount, and being left out in the weather corrodes the equipment and results in high repair bills. No one present wished to speak further and Mayor cook closed the Public Hearing. On motion by Mr. Taylor, seconded by Mr. Johnson, the Ordinance was adopted by a vote:

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

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:

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

TOWNSHIP COMMITTEE MEETING
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Ordinances
Second Reading

Cranbury Township Ordinance # 01-12-02
(Continued)

Jersey (the "Township") as a general improvement. For the several improvements or purposes described in Section 3, there is hereby appropriated the sum of \$150,000, including the sum of \$7,500 as the down payment required by the Local Bond Law. The down payment is available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 1. 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 \$142,500 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 2. (a) The improvement hereby authorized and the purpose for financing of which the bonds are to be issued to supplement prior ordinances for the construction of an equipment storage barn.

(b) The estimated maximum amount of bonds or notes to be issued for the improvement or purpose is stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefore.

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 Ordinances 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 3. 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 4. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3 of this bond ordinance is not a current expense. It is an improvement or purpose 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.

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Ordinances
Second Reading

Cranbury Township Ordinance # 01-12-02
(Continued)

(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 30 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 Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$142,500 and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$15,000 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 5. 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 6. 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 7. 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 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.

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Ordinances
Second Reading

Cranbury Township Ordinance # 01-12-02
(Continued)

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.

Ordinances
Second Reading

Cranbury Township Ordinance # 01-12-03

An Ordinance entitled, Cranbury Township Ordinance # 01-12-03, "A CAPITAL ORDINANCE OF THE TOWNSHIP OF CRANBURY AUTHORIZING THE PURCHASE OF A FIRE BRUSH TRUCK BY THE TOWNSHIP OF CRANBURY, IN THE COUNTY OF MIDDLESEX, NEW JERSEY, APPROPRIATING \$22,690 FROM CRANBURY TOWNSHIP'S FIRE COMPANY TO COVER THE COST THEREOF" was presented for Second Reading and Final Adoption. The Ordinance was presented for First Reading on January 9, 2012, was published in the Cranbury Press, posted on the Township Bulletin Board and copies were available to the public. The Mayor opened the discussion to the Township Committee, and Mr. Taylor stated he wanted to clarify the Brush Truck cost \$172,000 and the Fire Company is contributing \$22,000. Mr. Taylor reported he was told by Mr. Charlie Smith, President of the Fire Company, the operating budget of the Fire Company is about \$200,000. Mr. Taylor reported Township aid to the Fire Company is about \$90,000. Ms. Goetz asked if the Township is giving \$90,000 to the Fire Company and \$22,000 is being returned, and Mr. Taylor confirmed that stating the Fire Company will be doing fund raising to supplement their operating budget. The Mayor opened the public hearing on the Ordinance. No one present wished to speak. Mayor Cook then closed the Public Hearing. On motion by Mr. Mulligan, seconded by Mr. Johnson, the Ordinance was adopted by a vote:

Ayes: (Goetz
(Johnson
(Mulligan
(Taylor
(Cook

Abstain: (None
Absent: (None

Nays: (None

Ordinances
Second Reading

Cranbury Township Ordinance # 01-12-04

An Ordinance entitled, Cranbury Township Ordinance # 01-12-04, "AN ORDINANCE OF THE TOWNSHIP OF CRANBURY MAKING AN AMENDMENT TO THE CRANBURY LAND DEVELOPMENT ORDINANCE WHICH WAS RECENTLY ADOPTED TO § 150-19 'VILLAGE COMMERCIAL (VC) ZONE' " was presented for Second Reading and Final Adoption. The Ordinance was presented for First Reading on January 9, 2012, was published in the Cranbury Press, posted on the Township Bulletin Board and copies were available to the public. Ms. Cunningham reported the Township Committee has received from Mr. and Mrs. Tom Weidner a

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Ordinances
Second Reading

Cranbury Township Ordinance # 01-12-04
(Continued)

"thank you" e-mail for their action on this Ordinance. The Mayor requested comments from the Township Committee, and Mr. Taylor stated he is in favor of the Ordinance; however back in December Mr. Richard Preiss, Township Planner, was asked to come with additional information and asked for a status on that information. Ms. Marabello stated she will follow-up with Mr. Preiss. Ms. Cunningham, Clerk, clarified for the public, this amendment Ordinance addresses a ten (10)-foot maximum side yard setback for all buildings in the Village Commercial Zone. Mayor Cook stated the other amendments to the Ordinance will be made together rather than piecemeal. He stated this amendment is going back to the original language, which had been changed when the new Master Plan was adopted so this change will keep the language the way it was before. The Mayor opened the public hearing on the Ordinance. No one present wished to speak. Mayor Cook then closed the Public Hearing. On motion by Mr. Mulligan seconded by Ms. Goetz, the Ordinance was adopted by a vote:

Ayes: (Goetz
(Johnson
(Mulligan
(Taylor
(Cook

Abstain: (None
Absent: (None

Nays: (None

Resolutions
Consent Agenda

Mayor Cook gave a summary of the Resolutions on the Consent Agenda, and asked if the Township Committee wanted to address any Resolution separately. Ms. Goetz stated for the public's benefit, the Helmetta shelter is not a no-kill shelter; however it qualifies as a low-kill shelter, which holds an animal for seven (7) days. Ms. Goetz stated it is important for owners to look for their lost pets within seven (7) days before the shelter adopts them out or has to put them down. Ms. Goetz stated the Animal Control Officers will put down an aggressive animal, and stated the new shelter will be as good as or better than our current arrangement.

Mr. Mulligan asked about the Resolution concerning cancelled taxes, and Ms. Marabello stated an address change was received by the Tax Collector before the tax bills were mailed, and an adjustment is being made on the interest charged.

Mr. Taylor asked if the fire truck bid could be awarded today even though the Ordinance was adopted this evening, and Ms. Marabello explained the Ordinance is a Capital Ordinance and there is no Estoppel Period. She stated as long as the Ordinance is adopted, the Resolution can now be adopted to award the bid.

On a motion offered by Ms. Goetz, seconded by Mr. Johnson, the following Consent Agenda Resolutions were adopted by vote:

Ayes: (Goetz
(Johnson
(Mulligan
(Taylor
(Cook

Abstain: (None
Absent: (None

Nays: (None

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Cranbury Township Resolution # R 01-12-019

NOW, THEREFORE, BE IT RESOLVED, by the Township of Cranbury that all bills and claims as audited and found to be correct be paid.

TOWNSHIP OF CRANBURY
COUNTY OF MIDDLESEX

Cranbury Township Resolution # R 01-12-020

WHEREAS, Helmetta has six licensed animal control officers; and

WHEREAS, Helmetta purchased multiple vehicles for animal control services to comply with the New Jersey State Health Control Regulations; and

WHEREAS, Helmetta has built a new impoundment facility; and

WHEREAS, Cranbury Township has a need for animal control services and impoundment services; and

WHEREAS, Cranbury Township and Helmetta are desirous of entering into a Shared Services Agreement for said services; and

WHEREAS, pursuant to N.J.S.A. 40A:65-4, Helmetta and Cranbury Township are authorized to enter into a Shared Services Agreement, providing said agreements are duly authorized by the governing bodies of each municipality; and

WHEREAS, the Borough of Helmetta and the Township of Cranbury have each adopted resolutions authorizing the execution of a Shared Services Agreement for animal control and impoundment services; and

WHEREAS, Cranbury Township's Director of Finance has certified funds are available for said services in the amount of \$4,100;

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Cranbury, the Mayor and Clerk are hereby authorized to execute a Shared Services Agreement for Animal Control Services with Helmetta;

BE IT FURTHER RESOLVED, a duly authenticated copy of this resolution be provided to Helmetta.

Cranbury Township Resolution # R 01-12-021

A RESOLUTION AUTHORIZING THE AWARD OF A BID FOR THE PURPOSE OF
PURCHASING A COMMERCIAL FIRE BRUSH TRUCK

WHEREAS, the Township of Cranbury requires the services of a company to furnish the Township's Fire Company with a commercial fire brush truck; and

WHEREAS, the Township of Cranbury has authorized the acceptance of a bid for said services; and

WHEREAS, Lee's Emergency Equipment was the lowest responsible, responsive bidder; and

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Cranbury Township Resolution # R 01-12-021
(Continued)

WHEREAS, Lee's Emergency Equipment will supply a commercial fire brush truck for \$ 172,690.00; and

WHEREAS, Cranbury Fire Company will contribute \$ 22,690 towards the purchase amount above; and

WHEREAS, Cranbury Township will contribute \$150,000 towards the purchase price above; and

WHEREAS, the Director of Finance has certified that there are sufficient funds for this purchase through adoption of a Capital Ordinance;

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

1. A copy of this bid will be made available for public inspection in the Township Clerk's office during regular business hours.

Cranbury Township Resolution # R 01-12-022

RESOLUTION TO CANCEL TAXES

WHEREAS, the 2011 tax bill was sent to an incorrect address on Block 18.07, Lot 18, for the 3rd Quarter of 2011, and

WHEREAS, this error caused interest to be charged resulting in an open balance of \$42.03

NOW THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Cranbury, County of Middlesex, State of New Jersey, authorizes the Tax Collector to cancel the amount of \$42.03 for the Tax Year 2011.

Reports from Township Staff and Professionals

--Administrator

Ms. Marabello stated she already addressed the damage to trees caused by the beavers. She reported the DEP did tell Mr. Bill Tanner, Township Engineer, Wildlife Management is trapping beavers this time of year, and the Township can request traps. She stated fencing will still be required since the Township does not know how quickly Wildlife Management can set traps. Mr. Mulligan reported he has spoken to a Township farmer who is experiencing problems from beavers and also by the Turnpike beavers are building dams and clogging up the stream. Mayor Cook stated he thought it would be worthwhile to assess the situation. Ms. Marabello stated she can ask Wildlife Management for assistance. Ms. Goetz stated the Environmental Commission had planted wetland plants and then the dam broke so the area is a pond. She stated the area is very natural and she is not sure she is in favor of trapping the beavers.

-- Municipal Clerk/Assistant Administrator

Ms. Cunningham reported she was asked by Ms. Marabello to check with the Township Committee if there is interest in applying for the 2012 grant for the "New Jersey No Net Loss Reforestation Act." Mayor Cook asked if this grant is a second phase to the tree planting on the Hagerty Property. Ms. Marabello stated there is no guarantee funding is in place yet, and Ms. Cunningham reported the amount is \$1,067,089. Ms. Marabello stated the issue is where all the trees could be planted on Township property. Mayor Cook suggested contacting Mr. Dee

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-- Municipal Clerk/Assistant Administrator (continued)

Wahlers to see if that amount of trees could be planted, and Ms. Marabello stated Ms. Barbara Rogers and Ms. Kathy Easton will be taking over the project from Mr. Wahlers. Ms. Cunningham asked if it would be a good idea to invite Ms. Rogers and Ms. Easton to the February 6th Township Committee meeting, and the Township Committee agreed, with Mr. Taylor suggesting Mr. Tom Weidner of the Parks Planning Commission also be invited for his input. Ms. Goetz asked if the \$1,067,089 is funding for the entire State, and Ms. Cunningham stated it is Cranbury Township's portion. Ms. Marabello stated it is part of the agreement with the Turnpike Authority when trees were taken down to accommodate the widening of the Turnpike, and stated there is the possibility funding will not be available. Ms. Cunningham suggested she check with Senator Linda Greenstein's office to see if funding is available before working on the grant application.

Mr. Taylor asked when Financial Disclosure Forms would be received, and Ms. Cunningham reported Forms go out in the Spring, except newly-appointed members or re-appointed members of boards must fill out the Form within 30 days of taking office.

Work Session

a). Discussion and Presentation by Bobbie Marlowe, Chairperson of the Historic Preservation Commission

Mr. Taylor reported the purpose of inviting Ms. Marlowe was to address the public on the HPC application process. Ms. Marlowe reported all residential and commercial properties within the Historic District must apply to HPC for approval. Ms. Marlowe stated there are two (2) types of applications. The first type is for very minor, basic repairs such as roof replacement, which requires an application be submitted to HPC. No appearance at the HPC meeting is necessary. The second type of application involves major changes or additions to the appearance of a structure. Ms. Marlowe reported HPC does not get involved in setbacks, only the appearance of the building. She stated, as a rule, approvals are given the evening of the HPC meeting. Ms. Marlowe stated the goal of HPC is to have buildings retain the architectural history of the Township.

Ms. Marlowe reported there are very few new buildings in Cranbury, and stated homes built in the 1959/1960 will be historic in a few years. She stated HPC does not expect those homes to look like they were built in the 1900s; however, the expectation is to have buildings look like the period in which they were constructed.

Ms. Marlowe stated HPC applications can be obtained online or from the Township Offices. She stated the form is self-explanatory and the process usually involves obtaining building permits from the Construction Office. Detailed drawings must be submitted and reviewed, and HPC recommends an applicant bring their architect or builder to the meeting. Ms. Marlowe stated sometimes applications change during the review because applicants have not thought through the application. She also stated sometimes residents come to HPC for advice on concept designs or types of windows, roofs, etc. Ms. Marlowe stated it is not required for architects or builders to come to the meeting; however, it is helpful to have everyone present at the meeting and there is no misunderstanding in what was said at the meeting. Ms. Marlowe stated the construction should be sympathetic to when the home or building was built. Mayor Cook stated the surrounding area to the construction site should also be considered.

Ms. Marlowe stated sometimes it is not possible to stay true to the historic look because of new building codes, and cited the example of higher porch railings being required now by building codes. Ms. Marlowe stated there are knowledgeable members on the Commission who can suggest the best methods and materials to use.

Mr. Taylor asked about solar panels on roofs. Ms. Marlowe stated solar panels can be on the side roof. Ms. Goetz asked if HPC has encountered questions about new windows being more efficient, and Ms. Marlowe stated older windows can be efficient if done

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Work Session

- a). Discussion and Presentation by Bobbie Marlowe, Chairperson of the Historic Preservation Commission (continued)
(Ms. Marlowe con't.)

correctly. Ms. Marlowe stated HPC encourages residents to keep their older windows, which is usually unacceptable to the resident, so HPC tries to suggest new windows which would maintain the look and profile of the older windows. Ms. Marlowe stated residents are usually appreciative of HPC's advice. Ms. Marlowe stated if the construction requires building permits, the process would continue with the Construction Department. However, Ms. Marlowe stated the Construction Department will not continue without HPC's approval. Ms. Marlowe reported HPC also works very closely with the Planning and Zoning Boards.

Mr. Taylor asked if there is an appeal process, and Ms. Marlowe stated the applicant could appeal to the Zoning Board. Ms. Goetz asked about the parameters of the Historic District, and Ms. Marlowe replied there used to be a "buffer" zone; however the buffer zone no longer exists. Mr. Taylor asked where the Historic District ends on North and South Main Street, Ms. Marlowe stated the boundaries of the Historic District are irregular and several homes are not contiguous with the District but are still in the District. Ms. Marlowe stated roughly the District includes Maplewood Avenue, Plainsboro Road down to Prospect Street, and Main Street down to Symmes Court. Mr. Taylor asked if the District extends to the Hagerty property past Old Trenton Road as that property will be re-developed into retail/residential property. Ms. Marlowe stated the Hagerty property and Cranbury Greene are no longer in the Historic District. Mr. Taylor stated his concern on a developer building on the property and not following the historic guidelines of the Township. Ms. Marlowe stated the Planning Board would come to HPC for guidance and the Planning Board would have the final say on design.

Ms. Marlowe stated HPC works with applicants who may not be able to afford suggested HPC guidelines. She stated there is leeway in decisions, and all applications are reviewed on a case-by-case basis. In some instances, HPC has saved applicants money by suggesting better ways to do things. Mayor Cook thanked Ms. Marlowe for her presentation, and Ms. Goetz thanked her as well stating Cranbury Township looks the way it does because of HPC's efforts.

Work Session

- b). Discussion on Web Postings on the Township's Web Site for Various Organizations

The Township Committee discussed posting various events for organizations within the Township. Mayor Cook reported the Township website is utilized for Township announcements and stated the ability to post notices for events could be helpful as well. Ms. Neile Wright, representing the Lions Club, addressed the Township Committee concerning Lions Club publicity notices, and stated some of the Club's recent notices have been rejected. Ms. Cunningham, Clerk, explained the last few notices dealt with wine labels. Ms. Wright stated for the Lions Club's 75th anniversary, a wine label contest will be held to get the community involved. She stated prizes were offered and that contest was publicized so the Club was surprised when the latest publicity notice was turned down. She stated her Valentine's Day Rose Sale publicity was also denied, and stated she is seeking clarification on the publicity rules. Ms. Cunningham apologized to Ms. Wright, stating the Township cannot advertise events where alcohol is being served. Ms. Cunningham stated she needs the Township Committee to decide what is and is not allowed to be posted on the Township website. She stated when the website was created years ago, there was a lengthy discussion on how the Township's website was not going to be a site for advertisements for organizations in the Township. Ms. Cunningham stated she needs clarification for postings going forward.

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Work Session (Continued)

b). Discussion on Web Postings on the Township's Web Site for Various Organizations
(Ms. Wright con't.)

Mayor Cook stated he could understand not crowding the existing Township website with information that is not Township business; however, there could be a link to events on the new website. Mayor Cook stated the Township still could not post information concerning events serving alcohol. Ms. Cunningham asked if perhaps those events could be advertised if a link was used. Mr. Mulligan stated he does believe the Township website is accessed to look for information on events happening in Town. He stated it would be beneficial to have event information posted in one place. He stated critical Township news should be posted on the main page, and event information could be accessed by a link. Ms. Wright stated she does not need to include alcohol in the Lions Club's publicity; however, she was concerned when she was told the Club could not advertise their Valentine Rose Sale. She stated fundraising is a major part of what the Lions Club does. Ms. Cunningham reported when the website was created, there was discussion concerning whether the Township should be promoting organization fund raisers. Ms. Cunningham stated years ago the consensus was the Township is not in the business of endorsing fundraisers. Ms. Goetz asked if a disclaimer to the effect the Township is not endorsing fund raisers could be placed on the website.

Ms. Wright asked for the process of posting notices for the Lions Club. Ms. Cunningham stated the webmaster sends out e-mail blasts. Mr. Mulligan stated the organization writes up the item to be submitted, sends it to the Township Clerk for review who then forwards the notice to the webmaster. The webmaster then sends out an e-mail blast with a link back to the website for additional information. Ms. Wright asked if she can re-submit the Valentine's Day publicity, and Ms. Cunningham agreed, stating she first needed direction from the Township Committee before posting that notice.

Ms. Wright asked to revisit the wine label notice. She stated the publicity was for a contest to design a wine label for the Lions Club's 80th anniversary. Ms. Wright stated there will three (3) prizes awarded for the contest. She asked if the wine label notice can be resubmitted for posting on the web, and Ms. Cunningham agreed. Ms. Cunningham stated another issue is posting information about raffles, stating Cranbury Township is a government entity and cannot support raffles. The Township Committee agreed it is fine with running a disclaimer with notices about raffles.

Ms. Marabello asked if publicity on the website is for profit or non-profit organizations. The Township Committee agreed publicity would be for non-profit organizations only. Ms. Marabello asked if notices would be for Township organizations only or outside organizations as well. The Township Committee agreed the postings should be from Cranbury Township organizations only.

Mr. Taylor asked about the Rocky Brook Garden Club, which has a lot of Cranbury residents as members, but is actually based in East Windsor. Mr. Mulligan suggested allowing postings of 501-C3 organizations having Cranbury residents as members, and Mr. Taylor agreed having a "portion" of the membership being Cranbury residents. Mayor Cook suggested starting with Cranbury non-profit organization posting on the website.

Ms. Goetz asked how community information would be identified, and Mr. Mulligan stated there will be Township News and a link to Community Events. Ms. Cunningham stated the event would also appear on the Community Calendar which is on the main web page. Ms. Marabello clarified the parameters of postings for the website as follows: Cranbury Township organizations, non-profit, with a disclaimer for events with alcohol and raffles. Mr. Mulligan asked Ms. Cunningham to contact the webmaster to post a disclaimer on the website.

TOWNSHIP COMMITTEE MEETING
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Work Session (Continued)

b). Discussion on Web Postings on the Township's Web Site for Various Organizations
(Ms. Bowker con't.)

Ms. Linda Bowker, Bunker Hill, asked if links directly to organizations could be made available with a disclaimer from the Township that it does not condone or endorse the information provided. She stated organizations should post their own information, and stated the Township could post the event with a link to the Lions Club for additional information. She asked why the Township has to get involved with posting every organization's information, and stated organizations should post information on their own websites.

Ms. Neile Wright stated the Lions Club has fundraisers to support Cranbury Township, including the Fire Company, First Aid Squad, and the Scouts, and she stated it is important to reach as many people as possible. Ms. Bowker stated publicity for organizations should not take up Township time. Mayor Cook stated the website will have a rolling slot of headlines and more information can be obtained by clicking on the event. Ms. Bowker stated there would be no problem to the Township on what can be posted if organizations post information themselves. Ms. Wright stated a reminder of events posted on the Township website is helpful for non-profit organizations because it does not cost anything for the additional exposure. Mr. Mulligan stated the Township is creating the "hub" of news for the community, for both Township news and community news. Mr. Mulligan stated as the budget becomes more constrained, it is more difficult to disseminate information, and the website can be the vehicle to get the news out.

Mr. Taylor stated he believes the website is beneficial to the community because it is a way to get information out. Mr. Taylor stated Cranbury events should be publicized, not just Cranbury organizations. The Township Committee thanked Ms. Wright and Ms. Bowker for their comments.

Reports from Township Boards and Commissions

There were no reports from Township Boards and Commissions this evening.

Public Comment

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

Mayor's Notes

Mayor Cook reported he will attend a meeting at the County concerning the Brainerd Lake Bridge and Dam project and stated the Township should get an idea when the County will come to a Township Committee Meeting with a presentation on the "fix" and the anticipated costs. Mayor Cook stated the aesthetic aspects, such as grass margins, lighting, tree plantings, etc., will also be discussed at that time. Mayor Cook stated he will report the specifics of the County meeting at the next Township Committee meeting. Mr. Taylor asked if Mayor Cook could ask the County about the fish ladder at the meeting, and Mayor Cook stated the actual equipment would be at the bottom of the spillway so fish could move back and forth.

Mayor Cook reported Cranbury is mentioned in the latest edition of the *Streamwatcher*, a Stony Brook-Millstone publication, for going above and beyond the State's recommendations to protect the stream buffers.

On a motion by Ms. Goetz, seconded by Mr. Johnson, and unanimously carried, the meeting adjourned at 8:40 p.m.

Kathleen R. Cunningham, RMC
Municipal Clerk