

TOWNSHIP COMMITTEE MEETING
April 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, 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.

Regular Township Committee Minutes of April 9, 2012

On motion by Mr. Taylor, seconded by Mr. Johnson and unanimously carried, the Regular Township Committee Minutes of April 9, 2012 were adopted.

Reports and Communications

--Mayor

Mayor Cook announced there will be an Arbor Day Celebration on Friday, April 27th at 2:00 p.m. in Village Park, and he invited the public to attend. He also reported The Shade Tree Commission is conducting an ongoing inventory of trees in the Township. The Commission hopes to have the inventory completed by September. Mayor Cook reported it is the opinion of the Township Attorney that the Shade Tree Commission may represent the Township Committee in executing policy concerning trees. Mayor Cook stated, however, the Township Committee is ultimately responsible and will have input on Shade Tree Commission actions.

--Members of Committee

Ms. Susan Goetz reported this past weekend was "Earth Weekend" and the Sixth Annual Stream Cleanup was held in Cranbury on Saturday. She reported approximately 40 volunteers participated collecting 2,100 pounds of garbage. Most of the trash was collected from the stream near the Cranbury Swim Club. Ms. Goetz reported there will be discussion during the Work Session concerning the possibility of a Farmers' Market in the Township. Ms. Goetz reported she just received information from PSE&G regarding grants for municipal sustainability projects. Since Cranbury Township is a "sustainable" New Jersey Community, she stated the Township is in a good position to apply for a grant. The Environmental Commission will review the paperwork and make recommendations concerning the grants.

Mr. Mulligan acknowledged the Police presence on Old Trenton Road working speed control. He also reported 55 volunteers, organized by Bill and Ann Marie Gibson, put jute on over 2,000 trees on the Hagerty property. Mr. Mulligan stated it was a very positive experience for the volunteers and their efforts resulted in a great savings for the Township.

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Reports and Communications (Continued)

--Members of Committee

Ms. Goetz (cont'd.)

Ms. Goetz asked if the beaver fence was effective in keeping the beavers from further destroying the trees. Mr. Mulligan stated he believes the fence is preventing beaver damage, although since the Millstone River is low, he has not seen a lot of beaver activity.

Mr. Taylor reported the following Police traffic activity for the month of March: 106 summons issued (year-to-date 273 issued) with top summons locations being Route 130, Main Street, and Old Trenton Road and top speeding summons locations being Main Street, Old Trenton Road and Station Road. Overtime man hours for March were 443.5 (year-to-date 775 man hours worked). The Traffic Bureau reported 27 motor vehicle crashes. There were no reports for CERT or the OEM. Primary incidents included 11 arrests; two (2) Driving While Intoxicated, two (2) burglaries; five (5) theft/shoplifting; and 11 warrants. The vehicle mileage for March was 10,540 miles (year-to-date 29,769 miles). Expenditures for vehicle maintenance was \$2,585.11 (year-to-date \$10,354.75), which included a radiator, upper right and left control arms for Car 19, and fleet tires.

Mr. Taylor reported he was advised by Ms. Audrey Smith that the Historical Society will be holding a 315th Anniversary Celebration for Cranbury Township by holding a reception in the Gourgaud Gallery sometime in the fall. Ms. Smith asked for Township support (not financial) of the Celebration. Mr. Taylor stated he could act as liaison if the Township Committee agrees to the Celebration.

Mr. Taylor reported the Township-wide Garage Sale is this coming weekend. Clean-up Weekend is scheduled for May 5th and 6th. Mr. Taylor stated it is hoped the amount of items sold/recycled during the Garage Sale Weekend will reduce the cost of trash collected at the Spring Clean-Up Weekend.

Mr. Taylor reported the Signage Subcommittee is hoping to schedule a special meeting with the Planning Board. He stated the next Planning Board meeting on May 3rd is busy with applications. Mr. Taylor stated the Signage Subcommittee's goal is to be finished by July or August.

Mr. Taylor reported additional members for the Main Street Beautification Subcommittee include resident Mr. David Szabo, Buildings and Grounds Chair at the Historical Society; Mr. Greg Farrington, Construction Official; and Ms. Lynne Fox of the Historic Preservation Commission. Mr. Taylor stated the Subcommittee does not have a representative yet from the Business and Professional Association.

Public Comment

Mayor Cook asked for any Public Comment concerning any agenda items. As no one wished to speak, and Mayor Cook closed Public Comment.

Agenda Additions/Changes

Ms. Kathleen R. Cunningham, Clerk, announced "Item f" on the Consent Agenda (Cranbury Township Resolution # R 04-12-066) was being deleted from the Agenda as the Township had not yet received the signed contract from Security Structures. This Resolution will be on addressed at the Township Committee Meeting on May 14th at 7:00 p.m.

TOWNSHIP COMMITTEE MEETING
April 23, 2012

Ordinance
Second Reading

CRANBURY TOWNSHIP ORDINANCE 04-12-06

A motion to enter an Ordinance entitled, # 04-12-06 "AN ORDINANCE OF THE TOWNSHIP OF CRANBURY AMENDING "AN ORDINANCE FIXING THE SALARIES, WAGES AND BENEFITS FOR VARIOUS OFFICIALS AND EMPLOYEES OF THE TOWNSHIP OF CRANBURY PROVIDING FOR THE MANNER OF PAYMENT THEREOF, AND RATIFYING SALARIES AND PAYMENTS TO EMPLOYEES AND OFFICIALS PREVIOUSLY PAID", was presented for second reading and final adoption. The Ordinance was published in the Cranbury Press, posted on the Township Bulletin Board and copies were available to the public. The Mayor opened the public hearing on the Ordinance. Mr. Tom Ingegneri, South Main Street, spoke concerning the salary increase for employees, stating employees should not receive increases. He stated property taxes for residents and businesses were increasing because the Township did not have enough money to run the Town, and stated he felt employees should not receive increases. Mr. Ingegneri acknowledged Township employees work hard; however, he feels his taxes should not pay for employees' raises. Mr. Ingegneri asked if the Township Committee is receiving a salary increase. Ms. Marabello stated the Township Committee is not receiving an increase.

Mr. Tom Connolly, Petty Road, stated he also opposes the salary increase. He stated he read from budget information the Township Committee would be receiving a 2% increase. Ms. Marabello explained the Township Committee is receiving a salary cut, and stated there is a difference between last year's Salary Resolution and this year's Salary Resolution. Mr. Connolly stated there seems to be a discrepancy in the budget information and the Salary Resolution. Mr. Connolly stated the Budget shows a 2% increase for the Township Committee, and taxpayers received a 1.5% tax increase. Mayor Cook stated, for the record, there must be a mistake since there is no salary increase for the Township Committee. Mr. Taylor stated not everyone in the Township is receiving a salary increase. He explained there is a pool set up to allow the Administration the flexibility to reward "high performers" with a pay raise. He stated for the last three (3) years the entire pool has not been distributed. Mayor Cook stated the salary increases are merit based. Ms. Marabello explained the police are under contract, and the Township has no flexibility in that matter. The Construction Department is paid for completely through their dedicated Trust. Ms. Marabello reported the salary increases are the administrative staff and Public Works employees only. Mr. Taylor clarified the Fire Official is paid out of his funds.

Mr. Tom Ingegneri, South Main Street, asked why there is a discrepancy with the Budget reflecting a 2% increase for the Township Committee and the Resolution showing a decrease. Ms. Marabello stated she will review the Budget. She stated the numbers on the Salary Resolution are the amounts that can be paid out legally. She stated the Salary Resolution is audited and those are the salaries.

Mr. Tom Connolly, Petty Road, stated he had a copy of the Budget for the Township Committee to review. Ms. Marabello reviewed Mr. Connolly's information and explained Mr. Connolly's sheet contains the numbers used for benefits detail for health insurance. At budget time, the Township Committee had to figure out how much premium sharing would be paid by Township employees versus what the Township would pay. A 2% amount was used for every employee for to determine insurance premiums. Ms. Marabello explained the Township, by law, has to show how the premium sharing numbers were derived. She stated this spreadsheet was used to show premium sharing, HMO payment difference, and dental coverage. Mr. Mulligan clarified the Township Committee does not receive health benefits. No one additional wished to speak, so the public hearing on the Ordinance was declared closed. On motion by Mr. Johnson, seconded by Ms. Goetz, the Ordinance was adopted by a vote:

TOWNSHIP COMMITTEE MEETING
April 23, 2012

Ordinance
Second Reading

CRANBURY TOWNSHIP ORDINANCE 04-12-06
(Continued)

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

Nays: (None

Ordinance
Second Reading

CRANBURY TOWNSHIP ORDINANCE 04-12-07

A motion to enter an Ordinance entitled, # 04-12-07 "A CAPITAL ORDINANCE OF THE TOWNSHIP OF CRANBURY AUTHORIZING THE PURCHASE OF KUREK FARMLAND EASEMENT BY THE TOWNSHIP OF CRANBURY, IN THE COUNTY OF MIDDLESEX, NEW JERSEY, APPROPRIATING \$245,000 FROM CRANBURY TOWNSHIP'S CAPITAL SURPLUS, CAPITAL IMPROVEMENT FUND AND THE RE-APPROPRIATION OF EXISTING CAPITAL ORDINANCES TO COVER THE COST THEREOF", was presented for second reading and final adoption. The Ordinance was published in the Cranbury Press, posted on the Township Bulletin Board and copies were available to the public. The Mayor opened the public hearing on the Ordinance.

Mr. Richard Kallan, Wynnewood Drive, asked for clarification concerning the Kurek Property. Mayor Cook explained the County, State and Cranbury Township are purchasing the Kurek Property to buy the development rights to reduce/control or essentially remove the growth impact to schools and the Township's infrastructure. Mayor Cook stated the property is located out by Brickyard Road near Twin Rivers. He stated the power lines actually run through the approximate 136 acres. Mayor Cook stated "development rights" and "easement" may be used interchangeably; however, it means the property will not be developed. As no one else wished to speak, the public hearing on the Ordinance was declared closed.

On motion by Mr. Mulligan, seconded by Mr. Johnson, the Ordinance was adopted by a vote:

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

Nays: (None

BE IT ORDAINED by the Township Committee of the Township of Cranbury as follows:

SECTION 1: There is hereby approved capital projects within the Township of Cranbury not to exceed the costs noted below:

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Ordinance
Second Reading

CRANBURY TOWNSHIP ORDINANCE 04-12-07
(Continued)

	Appropriation and Estimated Cost	Capital Improvement Fund	Reappropriate from Existing Ordinances	Capital Surplus	Period of Usefulness
Kurek Farmland Easement	\$245,000	\$12,250	04-05-09 \$91,789.02 01-06-04 \$43,282.32 04-06-08 \$16,711.70 03-07-05 \$734.80 03-01-04 \$10,000.00 03-08-08 \$846.75 03-08-08 \$791.26 04-09-07 \$335.31 04-09-07 \$202.96 04-10-04 \$94.36 04-10-04 \$54.00 05-11-12 \$164.56	\$67,742.96	20 years

SECTION 2: There is hereby appropriated from the Cranbury Township's Capital Surplus Fund the sum of \$67,742.96, \$12,250.00 from the Capital Improvement Fund and \$165,007.04 from existing capital ordinances to cover the cost of the capital projects as described in Section 1 hereof.

SECTION 3: This Ordinance shall take effect upon final adoption and publication according to law.

SECTION 4: The capital budget of the Township of Cranbury is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of Local Government Services is on file with the Clerk and is available there for public inspection.

TOWNSHIP COMMITTEE MEETING
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Ordinance
Second Reading

Cranbury Township Ordinance # 04-12-08

A motion to enter an Ordinance entitled, # 04-12-08, "BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS OF THE TOWNSHIP OF CRANBURY, IN THE COUNTY OF MIDDLESEX, NEW JERSEY, APPROPRIATING \$170,100 THEREFORE AND AUTHORIZING THE ISSUANCE OF \$161,595 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF" was presented for second reading and final adoption. The Ordinance was published in the Cranbury Press, posted on the Township Bulletin Board and copies were available to the public. The Mayor opened the public hearing on the Ordinance. As no one wished to speak, the public hearing on the Ordinance was declared closed. Mr. Taylor reported for "Items K and L" (radios and radio system for the Fire Company), the Fire Company received a grant from Middlesex County and those line items may change. Ms. Marabello stated those items may be re-appropriated if the funds are not needed. On motion by Mr. Mulligan, seconded by Mr. Taylor, the Ordinance was adopted by a vote:

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

Section 1. 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 Jersey (the "Township") as a general improvement. For the several improvements or purposes described in Section 3, there is hereby appropriated the sum of \$170,100, including the sum of \$8,505 as the down payment required by the Local Bond Law. The down payment is now available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. 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 \$161,595 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 3. (a) The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefore, the estimated maximum amount of the bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

TOWNSHIP COMMITTEE MEETING
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Ordinance
Second Reading

Cranbury Township Ordinance # 04-12-08
(Continued)

<u>Purpose</u>	<u>Appropriation And Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds or Notes</u>	<u>Period of Usefulness</u>
a) Replacement of pistols	\$3,600	\$3,420	15 years
b) 2 Stalker radar units	\$6,000	\$5,700	5 years
c) 3 Mobile radios	\$6,000	\$5,700	5 years
d) 2 Digital mobile video recorders	\$11,500	\$10,925	5 years
e) Sound System Upgrade	\$2,000	\$1,900	5 years
f) Color Scanner/Copier/ Printer	\$13,000	\$12,350	15 years
g) Beautification of Historic District-Non Grant Costs	\$25,000	\$23,750	10 years
h) Brainerd Lake Misc Improvements	\$10,000	\$9,500	40 years
i) 4x4 Snow Plow Pick Up	\$40,000	\$38,000	5 years
j) 12 Police Computer Workstations	\$38,000	\$36,100	5 years
k) Fire Company Radio System	\$4,000	\$3,800	5 years
l) Fire Company Radios	\$11,000	\$10,450	5 years

Section 4. 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 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.

TOWNSHIP COMMITTEE MEETING
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Second Reading

Cranbury Township Ordinance # 04-12-08
(Continued)

Section 5. 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 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not a current expense. They are all improvements or purposes 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.

(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 10 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 \$161,595, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$17,010 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 7. 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 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.

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

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Ordinance
Second Reading

Cranbury Township Ordinance # 04-12-08
(Continued)

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.

Resolutions

Consent Agenda

Mayor Cook summarized the Consent Agenda Resolutions and asked the Township Committee if there were any questions or comments, or if anyone wished to have an item addressed separately. Mr. Mulligan requested Resolution # R 04-12-067 concerning the "Skywatch" surveillance platform be treated separately. Ms. Goetz agreed and stated she also had questions concerning this Resolution. Mr. Taylor reported for the public's knowledge, as a result of personnel changes enacted last year, this is the first year the Salary Resolution will be retroactive to April 1st and not January 1st. Mayor Cook stated the "Skywatch" Resolution will be addressed separately. On motion by Mr. Mulligan, seconded by Mr. Taylor, the following Consent Agenda Resolutions were adopted by a vote:

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

Cranbury Township Resolution # R 04-12-062

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 04-12-063

RESOLUTION TO TRANSFER OVERPAYMENT
FROM 2011 TO 2012

WHEREAS, Tax Overpayments were made on the properties shown below for the Tax Year 2011; and

WHEREAS, a resolution is needed to transfer the overpaid amounts to 2012;

Block	Lot	Owner	Amount
33	32	David Cook	\$2,709.30

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Consent Agenda

Cranbury Township Resolution # R 04-12-063
(Continued)

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Cranbury, County of Middlesex, State of New Jersey that the Tax Collector be authorized to transfer the overpayment as specified above.

Cranbury Township Resolution # R 04-12-064

WHEREAS, 2011 property taxes for the property listed below, were overpaid due to a duplicate payment by CoreLogic Real Estate Tax Service, and

WHEREAS, after researching the property CoreLogic is requesting a refund.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Cranbury that the following overpayment be refunded to CoreLogic Real Estate Tax Service

Block	Lot	Name	Amount
18.03	28	Vika Kapoor	\$3,293.18
20.04	4	Robin Silverman	\$3,752.02
23	108.22	Sanjeev Daga	\$5,719.75

Cranbury Township Resolution # R 04-12-065

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury that he following salaries, wages, and fees shall be paid to the various Township Officials and employees of the Township of Cranbury effective April 1, 2012 unless otherwise noted:

POSITION

HOURLY RATE

Mayor	\$	6,416.22
Township Committee	\$	5,133.50
Township Administrator	\$	21,420.00
Director of Finance/Chief Financial Officer/Treasurer	\$	104,040.00
Township Clerk/Registrar	\$	82,167.76
Assistant Administrator	\$	2,040.00
Tax Assessor	\$	54,516.21
Tax Collector - Hourly		\$30.91 per hour
 Chief of Police (effective 1/1/12)	 \$	 129,710.51
 Zoning Officer/Director of Fields	 \$	 9,504.02
Clock Winder*	\$	100.00
Construction Official/Building Inspector	\$	82,271.94
Building Sub-Code/Building/Senior Fire Inspector	\$	79,401.03
Building Inspector	\$	33,563.47
Plumbing Inspector	\$	31,368.99
Electrical Inspector/Assistant Fire Inspector	\$	41,517.40
Fire Sub-code Official	\$	6,451.90
Fire Official	\$	24,311.90

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Director of Recreation	\$	12,845.28
Summer Recreation Art Director**		PER MEMO
Summer Programs Employees**		PER MEMO
Summer Program Director		PER MEMO
Assistant Fire Official		\$18.18 per hour
Deputy Treasurer/Payroll Clerk/Tax Clerk/Sewer Supervisor		\$24.21 per hour
Purchasing Agent/Accounts Payable Clerk/Finance Assistant		\$22.89 per hour
Assessing Clerk		\$25.50 per hour
Senior Technical Assistant/Alternate Deputy Registrar		\$24.93 per hour
Deputy Clerk/Deputy Registrar		\$24.75 per hour
Planning Admin Officer/Info Systems Coordinator		\$29.05 per hour
Public Works Admin Asst/Recycling Coordinator		\$24.47 per hour
Police Administrative Assistant		\$23.31 per hour
School Crossing Guards**		PER MEMO
Certified Public Works Manager/Small Animal Control Officer		\$32.50 per hour
Heavy Equipment Operator/Foreman		\$26.16 per hour
Sewer Superintendent	\$	7,581.60
Public Works Mechanic		\$22.16 per hour
Public Work Employee		\$22.07 per hour
Public Work Employee		\$21.67 per hour
Public Work Employee		\$22.18 per hour
Board Secretary*		\$18.18 per hour
Emergency Services Incentive-First Aid Responder		\$1.00 per hour
Emergency Services Incentive-Fire Responder		\$1.00 per hour

* Set by memo of the Administrator

** Set by memo of the Department Head with approval of the Administrator

Resolution

Discussion was held concerning Resolution # R 04-12-067, which would authorize a Shared Services Agreement between the County of Middlesex and Cranbury Township for a "Skywatch" surveillance platform. For the public's knowledge Ms. Goetz asked for information concerning the equipment. Mr. Taylor stated the surveillance platform is owned by Middlesex County and could be used by Cranbury Township if a very large-scale event were to be scheduled in Town. The platform would hold video surveillance which could be reviewed later if needed for security purposes. Mr. Taylor stated he could not think of a large-scale event in Cranbury that would require the use of the platform. Mr. Mulligan stated he researched the internet and found the platform to be a two-story room which would house surveillance equipment, and stated he did not think it was anything the Township would ever use. He stated by agreeing to the Shared Services Agreement, the Township would be agreeing to allow the use of the platform in the Township. Mayor Cook stated he would like some criteria of how this would be used. Mr. Taylor stated he had questions as well and suggested having Chief Rickey Varga come to the next Township Committee meeting to provide additional information and answer questions.

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Reports from Township Staff and Professionals

--Administrator's Report

Ms. Marabello stated she had nothing to report.

--Assistant Administrator's Report

Ms. Cunningham stated she had nothing to report

Reports from Township Boards and Commissions

Mayor Cook stated he was going to change the agenda and allow Girl Scout Lisa D'Souza to present her project before the Library presented its Annual Report to the Township Committee.

Work Session

a). Presentation and Discussion on "Cranbury Clean" by Lisa D'Souza for her Girl Scout "Silver Award"

Miss Lisa D'Souza, Silvers Lane, discussed with the Township Committee her project, entitled, "Cranbury Clean" for her Girl Scout "Silver Award" Project. Ms. D'Souza explained the Girl Scout "Silver Award" project is similar to a Boy Scout Eagle project. Ms. D'Souza stated she would be organizing a Cranbury Clean-Up Day. She stated she knows there is a Watershed Clean-Up Day; however, that effort focuses primarily on the cleaning up streams. Ms. D'Souza stated she would like to focus on other areas of the Township. She explained volunteers will gather in front of Town Hall on May 12th and will be divided into groups to go to various locations of Town to pick up trash. The volunteers will meet back at Town Hall at the end of the cleanup, and the collected trash will be weighed. Ms. D'Souza stated the volunteers will include Girl Scouts as well as other community members. Mayor Cook confirmed the Environmental Commission is involved in the project. Ms. Goetz asked what happens to the trash once it is collected and weighed, and Ms. D'Souza stated the Public Works Department will pick up the trash at the agreed-to designated pickup location for transfer to dumpsters. Ms. Goetz agreed the Watershed Clean-Up focuses on the stream and year after year a lot of trash is collected. She commended Ms. D'Souza on her project to clean up other areas of the Township. Mayor Cook stated Ms. D'Souza has the Township Committee's approval on her project, and Ms. Goetz asked her to come back to give a report to the Township Committee upon the completion of the project.

Reports from Township Boards and Commissions

Ms. Kirstie Venanzi, President of the Cranbury Library Board of Trustees, and Ms. Marilyn Mullen, Director of the Cranbury Public Library, presented the Library's Annual Report to the Township Committee. Ms. Mullen explained as required by law, the Library must file their Annual Report with the State Library. She reported Cranbury Library has a wonderful, knowledgeable, friendly staff. Ms. Mullen stated the Library is fortunate to also have great volunteers, including the members of the Library Board, the Cranbury Library Foundation and the Friends of the Library. She reported residents utilize the Library's computers, attend programs, get documents notarized, study, read and check out materials. Ms. Mullen reported 70,000 people visited the Library in 2011. There were 199 library programs attended by 3,300 people in 2011, including weekly pre-school story times, monthly book discussions, and various other programs. Ms. Mullen stated programs include reading readiness for preschoolers, and the Summer Reading Program, which keeps students engaged with reading during the summer. Teachers from Princeton High School work with students to prepare for exams, and there are technology and other programs that offer educational opportunities. Ms. Mullen reported over 50,000 items were checked out in 2011, and over 8,000 questions were answered. Programs featured experts on financial planning, the real estate market, parenting and the history of New Jersey. She reported for some

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Reports from Township Boards and Commissions (Continued)

residents, the library is the only source of computer and internet access, and "Tech Hours" and "Computer Classes on Demand" are offered. Ms. Mullen acknowledged three (3) Library employees who celebrated anniversaries: Owen Dennehy, 20 years; and Harriet Schwartz and Denise McQueeney, ten (10) years. The Township Committee thanked Ms. Mullen and Ms. Venanzi for the informative report.

Work Session

b). Presentation and Discussion on Cranbury Farmers' Market by Susan Norman

Mayor Cook introduced Ms. Susan Norman, and Ms. Goetz stated she wanted to thank Ms. Norman for the time invested in and her enthusiasm for the Farmers' Market.

Ms. Norman stated she first wanted to update the Township Committee on the upcoming April 28th Garage Sale. She stated last year there were 40 participants, and this year there are 60. She stated her office (Sotheby's Henderson) is working on the sale and will be producing a Google map to assist buyers in locating participating sellers. She stated ads have been placed in the West Windsor-Plainsboro News, U.S. One News, the Princeton Packet and the Trenton Times. She stated last year's sale was very successful drawing many people to the downtown business area.

Ms. Norman discussed with the Township Committee bringing a Farmers' Market into the Township to unite the community, including local businesses, residents, farmers, and visitors coming into Town. Ms. Norman reviewed her presentation with the Township Committee, and stated the Market could be beneficial and prosperous for all. She stated she spoke with the various businesses in Town and suggested the possibility of creating a "Fabulous Friday." She explained the best market time for the farmers would be Fridays from 12:00 noon to 5:00 p.m. The farmers could pick their produce in the morning, bring it fresh to Town in the afternoon, and still have time to pick in the evening for their next day's market. She stated the restaurants in Town could offer luncheon specials, and the shops in Town are willing to offer specials on Fridays.

Ms. Norman stated the location for the market should be in the center of Town, and suggested the parking lot of the Cranbury Book Worm. She stated the insurance issue at the Cranbury Book Worm has been resolved as the insurance company is only requiring the participating vendors to sign a "Hold-Harmless" waiver. She stated a crossing guard may be needed because of the amount of traffic coming into Town. Ms. Norman stated Hightstown has a Farmers' Market on Friday evenings and West Windsor's Market is held on Saturday mornings, and stated the local farmers do not want to compete with other markets. She reported most Farmers' Markets run from the second week of July through October. Ms. Norman recommended getting a few people to run the Farmers' Market. She stated she is willing to act as a consultant; however, she cannot run it full time.

Mayor Cook stated a July opening of the Farmers' Market will still give the vendors enough time to obtain vending licenses. Ms. Cunningham, Clerk, advised Ms. Norman all persons who sell in the Township of Cranbury, according to Township Code, must obtain a vendor's permit. Ms. Cunningham reported the fee for the license is \$75.00, a portion of which is applied to a background check, and the process can take four (4) to six (6) weeks. She reported the Township's Board of Health Officer must be involved if any products require refrigeration. Ms. Norman stated the Farmers' Market will stay away from refrigerated products for the first year. Ms. Cunningham confirmed the \$75.00 fee, which is waived for non-profit organizations and veterans, is an annual fee.

Mr. Taylor asked if the farmers were in agreement to sign the "Hold-Harmless" waiver for the Cranbury Book Worm, and Ms. Norman stated the Cranbury Book Worm will be distributing something in writing shortly. Mr. Taylor asked if the farmers decide not to

TOWNSHIP COMMITTEE MEETING
April 23, 2012

Work Session (Continued)

- b). Presentation and Discussion on Cranbury Farmers' Market by Susan Norman
(Ms. Norman cont'd.)

sign the hold harmless agreement, should an alternative Township-owned site be selected as a back-up site in case the Book Worm location did not work out. It was decided an alternative site could be selected at a later date if needed.

The vending application process was further discussed by the Township Committee, and it was decided the Code and vending license process will be reviewed.

Mayor's Notes

Mayor Cook thanked the Public Works Department for their hard work during the past weekend's rain storm.

To correct Planning Board terms posted on the Township website, Mayor Cook clarified the following members' terms:

Class IV	Art Hasselbach	12/31/14
Class IV	Thomas Harvey	12/31/14
Class IV	Jason Stuart	12/31/14

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

Kathleen R. Cunningham, RMC
Municipal Clerk