

Cranbury Township Committee Meeting  
October 25, 2010

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 Winthrop Cody, David Cook, Richard Stannard, James Taylor and Mayor David Stout. Also present were: Denise Marabello, Assistant Administrator/Finance Director and Jean Golisano, Deputy Clerk. Mayor Stout led in the salute to the flag, and Ms. Golisano 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 3, 2009 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 3, 2009.
- (3) Was filed on December 3, 2009 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 Committee Minutes of October 11, 2010

On motion by Mr. Cody, seconded by Mr. Cook and unanimously carried (with Mr. Stannard abstaining), the Regular Committee Minutes of October 11, 2010 were adopted.

Closed Session Minutes of October 11, 2010

On motion by Mr. Cody, seconded by Mr. Cook and unanimously carried (with Mr. Stannard abstaining), the Closed Session Minutes of October 11, 2010 were adopted.

Reports and Communications

--Mayor

Mayor Stout reported he had one item to add to the Closed Session about Litigation that relates to the "No Net Loss Reforestation Act."

--Subcommittees

Mr. Cook reported that S-1, a Senate item which passed the Senate in June and was later put into a Subcommittee headed by Assemblyman Gerry Green, Chairman, Assembly Housing and Local Government. It was being examined and modified and was released on Monday, after the Appellate Court released their findings from hearings that were held last December. Mr. Cook explained the reason S-1 is important is that the Legislative ruling will trump the Appellate decision. He stated there is a lot of curiosity at looking at S-1 as a draft and doing the quick math for Cranbury, the most recent draft of S-1 appears for 12% of total housing inventory being affordable housing in order for the Township to be compliant. The original S-1 was looking at 7-1/2%, and Governor Christie's Task Force was looking for 10%. Mr. Cook stated the hope is there will be a compromise if we are looking at 12% of total housing being affordable, the Township's current number of affordable housing is at a deficit. Mr. Cook explained there are currently 141 affordable housing units. Currently there are 1,316 housing units in Cranbury multiplied by 12% gives us 158 units to qualify the Township as compliant under the S-1. Since there are 141 affordable units, the Township is at a deficit of 17 units, if we include the 130-D site. The 141 units would include the 32 units at the 130-D site. Mr. Cook continued that S-1 will be reviewed by groups further this week, including the League of Municipalities, which feels the 12% number is too high. Mr. Cook spoke with

Cranbury Township Committee Meeting  
October 25, 2010

Members of Committee (Continued)  
---Mr. Cook (con't)

Assemblywoman Greenstein who also felt the 12% number is too high, but a compromise of a lower number would help the Township significantly. At this point, it looks like 12% is the number as far as the S-1 draft is concerned. Mr. Cody stated the language concerning the 12% number is conflicting on whether that number offers protection from builders' remedy. Mr. Cody stated besides the 12% option, the other option is 20% of a Township's vacant land can be zoned for worker's housing, which would give the Township protection. Mr. Cody stated the 2-1/2% builder's fee is coming back for construction. Mr. Cook explained this language is being used to motivate Townships that are not in a position like Cranbury. There is an additional "carrot in the draft language" that municipalities considered compliant will be moved to the front of the line for state funding of certain programs.

Mr. Taylor reported on October 14<sup>th</sup> he attended the 175<sup>th</sup> Anniversary of the Hightstown Volunteer Fire Department. There were approximately 60 fire companies from New Jersey participating in the event. Cranbury's Fire Company received First Prize Best Appearing Fire Company with at least 15 members in the line of march, uniform alike, with or without music. Fire vehicles dating back to 1911 were in the parade, and Mr. Taylor stated he lost track after counting 200 trucks.

Mayor Stout reported he had a conversation with a resident who asked if parking could be placed on the road leading to the soccer fields. Mr. Taylor stated the location contains an old pipe underneath running parallel to North Main Street that drains into Brainerd Lake. Mayor Stout stated it would be worth looking into. Mr. Cody reported the Master Plan Subcommittee is looking at the parking issue. The draft of the Master Plan will go public on October 28<sup>th</sup> and the download is a huge file. A public meeting highlighting the Master Plan with time for public comment is scheduled for Tuesday, November 9<sup>th</sup> at 7 p.m. Mr. Cody stated hopefully the Planning Board will vote on the Master Plan by year end. Mr. Taylor inquired about the logistics of handling comments received by Committee and if comments should be directed to on individual. Mayor Stout stated it may be easier if one person collected the data, Richard Preiss. Mr. Cook asked if the Master Plan changed substantially, for example a 20%, 50%, or a significant change? Mayor Stout replied it could not be estimated since there have been many updates and amendments since the original Master Plan of 1993, many of which are fresh changes such as the housing element, open space and recreational space. Mr. Cody stated there is a summary of changes listed behind the last chapter of the Master Plan.

Agenda Additions/Changes

Ms. Golisano, Deputy Clerk, announced Ordinance 10-10-17 was being postponed until the Planning Board meets and refers the Ordinance back to Committee.

Ordinances

Second Reading

Cranbury Township Ordinance 10-10-16

A motion to enter an Ordinance entitled, Cranbury Township Ordinance 10-10-16, 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 PAYMENT 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 made available to the public. Mayor Stout explained this ordinance gives a framework to undertake the proposed changes in tonight's Resolutions which relate to the Administrator position. The Ordinance gives the Committee the flexibility to consider changes to the position. Receiving no comments from the Township Committee, Mayor Stout opened the public hearing on the Ordinance.

Cranbury Township Committee Meeting  
October 25, 2010

Township Ordinance 10-10-16  
(Continued)

Mr. Art Hasselbach, Route 130, stated he understood the duties of the Administrator and Cranbury Finance position, and questioned if the jobs were being combined, and if so, would there be a savings to the Township. Mayor Stout reported the Committee is working on the combination of the two jobs under one individual's direction, which would remove one position resulting in substantial savings in salary, benefits and future benefits. Mayor Stout asked for additional comments, and hearing none, closed the public hearing. On motion by Mr. Taylor, seconded by Mr. Cody, the Ordinance was adopted by vote:

Ayes: (Cody  
(Cook  
(Stannard  
(Taylor  
(Stout

Abstain: (None  
Absent: (None

Nays: (None

Resolutions

Mayor Stout announced the following Resolutions would be addressed separately and would add clarity to Ordinance 10-10-16.

CRANBURY TOWNSHIP RESOLUTION #R 10-10-169

NOW, THEREFORE, BE IT RESOLVED, BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CRANBURY, that Kathleen R. Cunningham shall be appointed Assistant Administrator, effective December 1, 2010 at an annual salary of \$2,000.00.

Mayor Stout announced that this Resolution would appoint Kathleen Cunningham as Assistant Administrator acting not only as the Clerk, but also the Assistant Administrator to assist the combined position of Administrator/Director of Finance/Chief Financial Officer/Treasurer. This Resolution would increase the salary for the position by \$2,000 a year. Mayor Stout asked for comments from the Committee. Mr. Stannard stated he has been on the Township Committee since 2001, and the Township has had very dedicated employees as well as some not so dedicated or loyal. Mr. Stannard continued the one consistent employee over the years has been Kathy Cunningham, who just doesn't come in every day to do a good job, but strives to do a perfect job. Mr. Stannard continued Ms. Cunningham is loyal and will be in a new position which will come with new responsibilities, and the Township is being penny foolish in limiting the increase to \$2,000 instead of the \$3,000 maximum salary. Mr. Stannard continued that it is frustrating when raises are given, employees in the Township are given the same percentage whether they are a great employee or less than a great employee. Mr. Stannard stated this was a wonderful opportunity to recognize Ms. Cunningham's hard work and the assistance she will be giving to the new combined position. Mr. Stannard is not supporting the \$2,000 increase, but is recommending a motion to change the increase to \$3,000. Mayor Stout requested comments or discussion from the Committee. Mr. Cook stated he was part of the discussion when communicating the increase to Ms. Cunningham and Ms. Marabello and he felt Ms. Cunningham's response was positive and she did not feel undervalued. Mr. Taylor added that Ms. Cunningham as Clerk will be receiving a raise next year and the \$2,000 amount took that into account as well. Mr. Cody concurred the \$2,000 was appropriate given a raise would be given next year. Mayor Stout requested a motion on the Resolution as written. On a motion by Mr. Stannard, seconded by Mr. Cody, the resolution was adopted by vote:

Cranbury Township Committee Meeting  
October 25, 2010

CRANBURY TOWNSHIP RESOLUTION # R 10-10-169  
(Continued)

Ayes: (Cody  
(Cook  
(Taylor  
(Stout  
Abstain: (None  
Absent: (None

Nays: (Stannard

Mayor Stout announced that the Resolution # R 10-10-170 appoints Ms. Marabello as Director of Finance/Chief Financial Officer/Treasurer effective December 1, 2010, which coincides with the retirement of our current Administrator, Christine Smeltzer. On a motion by Mr. Cook, seconded by Mr. Taylor and unanimously carried, the following Resolution was adopted by vote:

Ayes: (Cody  
(Cook  
(Stannard  
(Taylor  
(Stout  
Abstain: (None  
Absent: (None

Nays: (None

Cranbury Township Resolution # R 10-10-170

WHEREAS, Denise Marabello, is the appointed Director of Finance/Chief Financial Officer/Treasurer, and

WHEREAS, in the 2010 Salary Resolution this position is hourly, and

WHEREAS, the Township Committee wishes to make this position salaried,

NOW, THEREFORE, BE IT RESOLVED, BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CRANBURY, that Denise Marabello shall be appointed Director of Finance/Chief Financial Officer/Treasurer, effective December 1, 2010 at an annual salary of \$100,000.

Mayor Stout explained that the following Resolution appoints Ms. Marabello as Township Administrator, effective December 1, 2010. This explains the ranges in the Salary Ordinance and allows the Township Committee the flexibility of having two positions filled by one individual. On a motion by Mr. Taylor, seconded by Mr. Cook and unanimously carried, the following Resolution was adopted by vote:

Ayes: (Cody  
(Cook  
(Stannard  
(Taylor  
(Stout  
Abstain: (None  
Absent: (None

Nays: (None

Cranbury Township Committee Meeting  
October 25, 2010

CRANBURY TOWNSHIP RESOLUTION #R 10-10-171

NOW, THEREFORE, BE IT RESOLVED, BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CRANBURY, that Denise Marabello shall be appointed Township Administrator, effective December 1, 2010 at an annual salary of \$21,000.

Resolutions

Consent Agenda

On a motion by Mr. Cook, seconded by Mr. Taylor and unanimously carried, the following Resolutions were adopted by vote:

Ayes:	(Cody	Abstain: (None
	(Cook	Absent: (None
	(Stannard	
	(Taylor	
	(Stout	
Nays:	(None	

Cranbury Township Resolution # R 10-10-172

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 10-10-173

WHEREAS, Tax Court Judgment #02-1000002L has been received for Block 21.03, Lot 7, property location of 29 Liedtke Drive, lowering the assessed value from \$1,289,800 to \$1,125,000 for the tax year of 2010,

WHEREAS, taxes billed for 2010 were \$21,114.03. Per the tax court, taxes for 2010 are \$18,416.25, resulting in a difference of \$2,697.78

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Cranbury that the following be refunded:

Block	Lot	Name	Amount
21.03	7	Floyd & Debra Michel c/o Thomas L. Murphy 113 W. White Horse Road Suite 4 Voorhees, NJ 08043	\$2,697.78
Total			\$2,697.78

CRANBURY TOWNSHIP RESOLUTION # R 10-10-174

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE MUNICIPAL BUDGET OF THE TOWNSHIP OF CRANBURY PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)

Cranbury Township Committee Meeting  
October 25, 2010

CRANBURY TOWNSHIP RESOLUTION # R 10-10-174  
(Continued)

WHEREAS, N.J.S.A. 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or

Municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for equal amount,

Section 1

NOW, THEREFORE, BE IT RESOLVED that the Township Committee hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2010 in the sum of \$7,795.72 which item is now available as a revenue from State of New Jersey pursuant to the provision of statute, and

Section 2

BE IT FURTHER RESOLVED that a like sum of \$7,795.72 is hereby appropriated under the caption Drunk Driving Enforcement Fund.

Section 3

BE IT FURTHER RESOLVED that a copy of the Resolution, certified by the Township Clerk to be a true copy forwarded to each of the following:

- (a) Director of the Division of Local Government Services
- (b) Township Auditor
- (c) Director of Finance

CRANBURY TOWNSHIP RESOLUTION # R 10-10-175

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE  
MUNICIPAL BUDGET OF THE TOWNSHIP OF CRANBURY PURSUANT TO N.J.S.A. 40A:4-87  
(CHAPTER 159, P.L. 1948)

WHEREAS, N.J.S.A. 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for equal amount,

Section 1

NOW, THEREFORE, BE IT RESOLVED that the Township Committee hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2010 in the sum of \$1,840.40 which item is now available as a revenue from State of New Jersey pursuant to the provision of statute, and

Cranbury Township Committee Meeting  
October 25, 2010

CRANBURY TOWNSHIP RESOLUTION # R 10-10-175  
(Continued)

Section 2

BE IT FURTHER RESOLVED that a like sum of \$1,840.40 is hereby appropriated under the caption Body Armor Replacement.

Section 3

BE IT FURTHER RESOLVED that a copy of the Resolution, certified by the Township Clerk to be a true copy forwarded to each of the following:

- (a) Director of the Division of Local Government Services
- (b) Township Auditor
- (c) Director of Finance

Assistant Administrator's Report

Ms. Marabello stated a letter was received from Mr. William Bunting requesting the Township's consideration to pay an invoice for \$4,800 from the New Jersey Barn Company. Mayor Stout inquired how much money had been allocated in an Ordinance for this project, and Ms. Marabello responded approximately \$60,000 in total. Mr. Taylor asked if this invoice was for the corn crib, a separate structure on the property. Mr. Cody stated with legal and professional fees, the number would be in excess of \$60,000. Mayor Stout reported The New Jersey Barn Company letter states the invoice is for construction delay costs and the requirement for payment of prevailing wage in the barn. Mr. Cody stated those costs should have been known ahead of time. Mayor Stout stated he did not know the terms of the contract. Mayor Stout stated there was no detail explaining the amount, no breakdown explaining the changes, and no change order and how it occurred. The only documentation is a request to pay \$4,800 without any explanation. Mr. Mark Berkowsky, North Main Street, reviewed the letter and explained the Society agreed to replace the roof of the corn crib at their expense, and this was for the barn. Mr. Berkowsky agreed with the Committee that the matter should be tabled until more information is provided, and Mayor Stout stated more clarity is needed. Mr. Berkowsky stated the Barn Company is seeking additional funds, and Mayor Stout inquired about the basis of the request. Mr. Berkowsky stated the agreement is between the Barn Company and the Township, and Mr. Bunting is not authorized to act. Mr. Berkowsky offered to get additional information for the Township Committee.

Work Session

Discussion of Changing from Vital to Edmunds Program for Tax Office

Ms. Marabello reported the Tax Collector currently uses Vital software and would like the Township Committee to consider changing to the Edmunds Program. Cranbury Township has used Vital for many years, and Ms. Marabello reported the system is very old and lacks many updates. The Township's finance system is Edmunds, and typically the Finance Department and the Tax Collector should use the same system because the departments interface with each other. Ms. Fortin, Tax Collector, currently takes payments in Vital, and then the Finance Department must take the payment again into Edmunds so double work is involved. Ms. Marabello stated Ms. Fortin investigated the cost of switching from Vital to Edmunds, keeping in mind the Tax Assessor's Office has Vital and will continue with Vital. Mr. Benner, Tax Assessor, has no problem with the Assessor's Office using Vital and the Collector's Office using Edmunds because Mr. Benner can provide information from Vital to Edmunds when there are changes in taxes. Acquiring the Edmunds System would cost \$6,800, which is a discounted price since the Finance Department already has the software system. Ms. Marabello reported this item is being brought to Committee now rather than in the capital budget because it is easier to start the new year with the new system and not wait until the budget process is complete in April or May. Ms.

Cranbury Township Committee Meeting  
October 25, 2010

Discussion of Changing from Vital to Edmunds Program for Tax Office

Marabello stated she is looking to put this in the temporary budget in January. It would not be paid for until January, which Edmunds is aware of, and Edmunds would be able to convert and start the Township on the new system in January. Mayor Stout inquired if the attempt was to eliminate the auditor's comments, and Ms. Marabello agreed. Mr. Cook stated the conversion came down to dollars and cents. He inquired how much time it was taking to roll up to Edmunds in the Finance Department, and inquired the length of time it would take for the system to pay itself in savings. Ms. Fortin stated that the system is worth it in efficiency alone. She explained an instance when she was calculating the tax sale the interest was not being calculated correctly. Ms. Fortin had to recalculate the entire sale and in that instance alone, the time saved would have been significant. Edmunds is very user friendly, well integrated and flows well.

Mayor Stout asked the amount of Vital's annual fee. Ms. Marabello stated about \$2,100. Mayor Stout commented the report was well constructed. Mr. Cook pointed out there would be fees for Edmunds too, but Ms. Marabello said the first year's fee would be waived. Mr. Cody inquired about the cost benefit and when would the Township realize the savings. Ms. Marabello reported it would take Finance about half the time in man hours because postings would not have to be done twice. Ms. Marabello stressed the best benefit would not be receiving audit comments each year because the systems are not interfacing, resulting in Ms. Marabello doing journal entries to balance. Ms. Marabello further stated at the end of the year, it takes the auditor longer to balance the tax portion, which is a huge portion of the Township's audit resulting in audit comments. Mayor Stout stated the system is non-integrated. Mr. Cook stated he has no problems with the system conversion if we can show the cost benefits over a 12-month period. Considering the system doesn't integrate, Mr. Cook stated upgrading would be appropriate. Mr. Cody questioned if the Township could purchase an upgrade from Vital, or was Vital out of business. Ms. Marabello stated Vital is in business, but as an example of the out-of-date system, Ms. Marabello gave example of Vital's yearly reports being sent as big ledgers which cannot be downloaded. The Township must wait for Vital to send the paper copies of the report, whereas the reports are downloadable from the Edmunds' system. Mr. Fortin stated Vital is old and has not kept up with the times. Mr. Cody questioned why the Assessor's Office would not also switch to Edmunds. Ms. Marabello replied most Assessors use Vital, but they do not have the same monthly reports as Finance or the Collector's Office. Assessors seem to like the Vital system, and the Township Assessor, Mr. Benner wants to stay with Vital as he also uses Vital in West Windsor. Mayor Stout stated the Committee understood the presentation and the discounted cost of the new system, but requested additional cost saving information in dollars and man hours. Mr. Cody stated there is also the advantage of the software being a capital expense, which can be depreciated over three years. Regardless of the system, there is an annual fee for each system, but Mayor Stout pointed out the Township is currently paying an annual fee for a system that is not fully functional. Mr. Cook asked the Tax Collector, Ms. Fortin, about the legal exposure as a result of incorrect interest calculation by the Vital System. Ms. Fortin's concern was new statutes on tax sale law adopted this year were not up to date on calculations in the Vital System. Ms. Fortin stated she is bound by state statute and if her calculations were incorrect, there could be legal repercussions to the Township. Mayor Stout said the issue will be revisited once additional information on cost savings is received from Ms. Marabello and Ms. Fortin.

Reports from Township Boards and Commissions

Ms. Kirstie Venanzi, President of the Cranbury Public Library Board, and Ms. Marilynn Mullen, Director of the Cranbury Public Library, presented a status update to the Township Committee. Ms. Mullen first addressed how by state law municipal library funding is based on a percentage of property value. In good times, funding is more available and when property values decrease, funding to libraries decreased. Ms. Mullen reported the Library was cutting costs where it could to stay within the 2011 budget. She wanted the Committee to be aware of Bill A-3240 currently in the State Assembly, which addresses having a dedicated line item on property tax bills to fund the Library, similar to the way open space is handled. Ms. Mullen explained county libraries operate this way. This bill would put municipal libraries on equal footing with county libraries.



Cranbury Township Committee Meeting  
October 25, 2010

The Senate version of this bill was passed in June by a vote of 40-0, and the League of Municipalities supports the bill. Ms. Mullen urged the Township Committee to support the bill. Ms. Mullen will advise the Committee of any additional information concerning this bill as it becomes available. Ms. Venanzi gave a PowerPoint presentation, entitled "Next Step in Our Ongoing Process of Planning," a copy of which is marked "Exhibit A" attached at the end of the Minutes. Mayor Stout commended Ms. Venanzi and Ms. Mullen on their commitment, the sensitivity to the topic and organized materials. Mayor Stout stated the process will not be fast and will not be easy, and complimented the whole Library Board on its approach. Mr. Cook also commended the project, describing it as significant and not linked directly to an increase in taxes, nor is the Board asking the Committee for funding. The Foundation is an grassroots entity which is being built internally in the Library. Mr. Stannard inquired if by moving the Library from any cap problems, it becomes a more valuable commodity than another part of the local government, such as a safety agent like an ambulance. Mr. Stannard stated the purpose of the cap is to preclude the Township from paying more in taxes than we should, which would protect us from the urge to spend. Mr. Stannard stated that if the Township is limited by a line item, then the safety of other items that are subject to a cap may have to reduce their services, and the Library would not suffer the same belt tightening. Ms. Mullen stated it allows for more flexibility. Mr. Stannard further explained that by removing the cap from one service, by definition the Township is proclaiming that service is more important than other services. Mr. Stannard respectfully suggested the services directly related to safety and health and lives of citizens deserve no less treatment and no less importance in the budgetary process than the Library. Ms. Mullen stated the Library is funded within the cap, a specified amount from the State. Mr. Cook stated the Library is taken out of the aggregate equation of the cap of the municipality. Mayor Stout stated this should not be under the guise of tax reform. Mr. Cody inquired about the funding campaigns of other Foundations. Ms. Venanzi reported that Princeton raised \$10 million for the new library. Ms. Mullen reported that both Plainsboro and Monroe had a lot of township backing. Mayor Stout suggested the Board's next step be to research how neighboring towns took the first step and how they put their funds together. That sort of percentage breakdown would be powerful information to present to the community. Mr. Cody stated looking at neighboring town and their capital campaigns. Ms. Mullen and the Committee can look at percentages of municipal funds, donations, business donations, etc. Mr. Cody also suggested looking at the percentage of donations based on the size of the population. Mayor Stout stated the importance of looking where the funds came from and benchmarking against other communities and how they were able to achieve their goal. Mr. Art Hasselbach, Route 130, commented on the amount of corporate sponsorship in Plainsboro compared to Cranbury. Mr. Hasselbach stated during campaigning he heard many residents asking for a reduction in taxes, and he felt adding a line item to taxes may not be received well. Residents may be alienated to the idea of an additional line item in this tough economy. Mayor Stout again thanked Ms. Mullen and Ms. Venanzi for their presentation, and opened the floor to the public.

#### 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. Mr. Frank Marlow, North Main Street, complimented the Committee on the new parking signs in the Township and stated the signs were appreciated by the Business and Professional Association. Mr. Dan Mulligan, Cranbury Neck Road, agreed adding parking on the driveway to the West Property should be assessed. He also complimented the Committee on the consolidation of the Administrator/Finance position. Mr. Bob Phillips, Griggs Road, stated he wrote letters to Governor Christie and the COAH Planner concerning affordable housing in the Township. The response from the Governor's office is the building is mandated, and he received a positive response concerning Cranbury from the Planner. Mr. Phillips thanked Mr. Cook and Mr. Cody for their hard work, and requested the Committee to restrict the age for the housing to not include children for a lesser impact on the school. Mr. Cody responded Cranbury is mandated to build family housing because of an overabundance of senior housing in the state. Mayor Stout assured Mr. Phillips the Committee will look at it, but the COAH rules are up in the air. Mr. Art

Cranbury Township Committee Meeting  
October 25, 2010

Public Comment (Continued)

Hasselbach, Route 130, inquired if the Township's Regional Contribution Agreements (RCA's) to Perth Amboy were calculated in our numbers. Mr. Cook replied under S-1, RCA's do not count and our number of 141 affordable housing units is actual units. Mr. Dan Mulligan inquired if Assemblywoman Linda Greenstein is working on COAH behind the scenes. Mr. Cook stated Assemblywoman Greenstein wanted to come to address the issue at a Township Committee meeting, but didn't want to have her presence misunderstood because of the proximity to Election Day. There being no further comments, the Mayor closed the public part of the meeting.

Resolution

A motion to enter closed session was offered by Mr. Cody, seconded by Mr. Taylor, and unanimously carried. The Mayor noted that this closed session, has been duly noticed to meet the requirements of the Open Public Meetings Act

Ayes: (Cody  
(Cook  
(Stannard  
(Taylor  
(Stout

Abstain: (None  
Absent: (None

Nays: (None

Cranbury Township Resolution # R 10-10-176

TOWNSHIP OF CRANBURY  
COUNTY OF MIDDLESEX

RESOLUTION TO CLOSE MEETING TO THE PUBLIC

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

The general nature of the subject to be discussed in this session is as follows:

—Pending or Anticipated Litigation; N.J.S.A. 10:4-12B(7); Discussion of potential litigation.

It is unknown at this time precisely when the matters discussed in this session will be disclosed to the public. Matters involving contract negotiations or the acquisition of land will be disclosed upon conclusion of the negotiations or upon approval of the acquisition. Matters involving personnel will be disclosed when the need for confidentiality no longer exists. Matters concerning litigation will be announced upon the conclusion of trial or settlement of that litigation or when the need for confidentiality no longer exists.

On motion by Mr. Taylor, seconded by Mr. Cook and unanimously carried, the meeting returned to Open Session:

Ayes: (Cody  
(Cook  
(Stannard  
(Taylor  
(Stout

Abstain: (None  
Absent: (None

Nays: (None

Cranbury Township Committee Meeting  
October 25, 2010

On a motion by Mr. Taylor, seconded by Mr. Cody and unanimously carried, the meeting adjourned at 8:45 p.m.

---

Jean-Marie Golisano, Deputy Clerk

## Cranbury Public Library

*Next step in our ongoing process  
of planning*

*October 25, 2010*

# Zogby Survey 2006

---

- Vast majority of residents think that the Cranbury Public Library is important to our town.
- Residents want more library services, including books, movies, music, information.

# Assessment of current library



Cranbury Public Library  
Cranbury, New Jersey  
29 Main Ave., 1st Floor  
Cranbury, NJ 08512  
Phone: 609-655-2855  
Fax: 609-655-2858

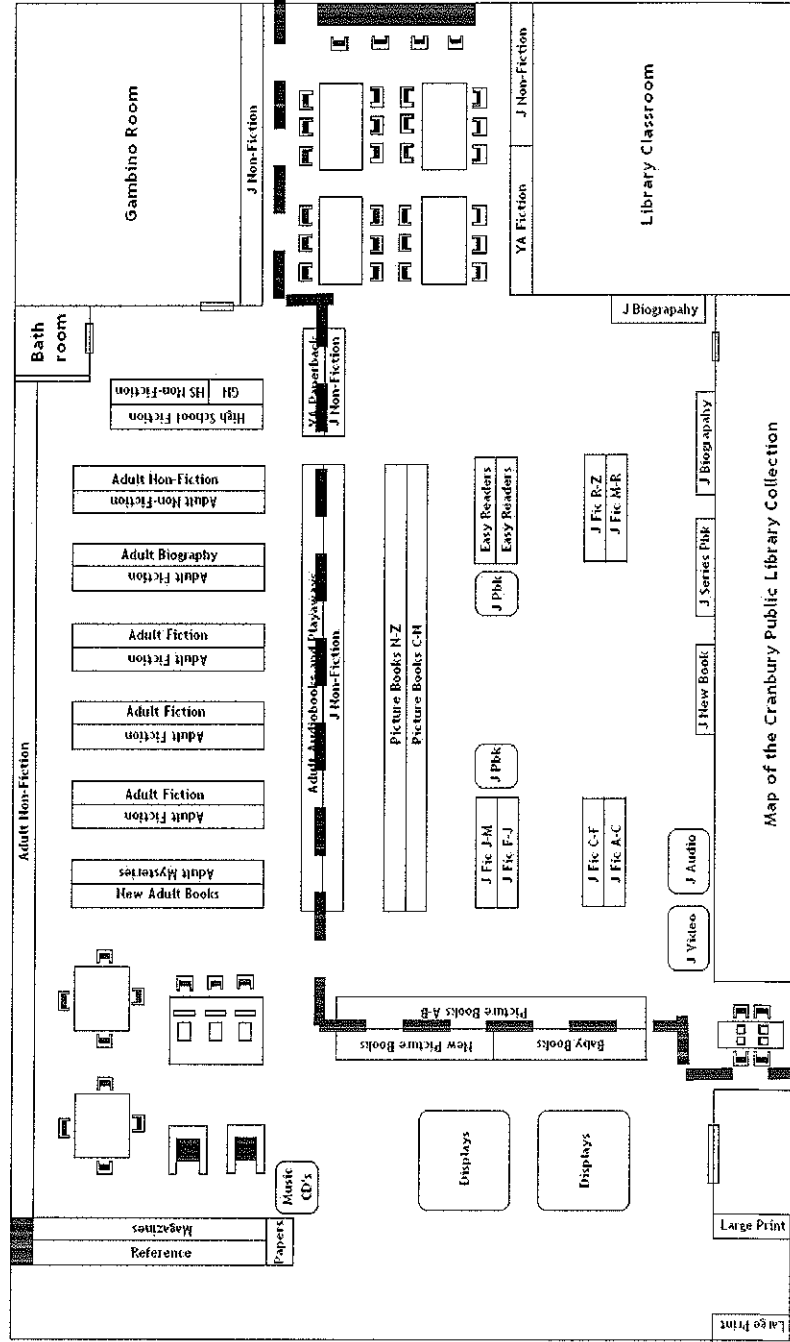
## CRANBURY PUBLIC LIBRARY ASSESSMENT STUDY

Prepared by:  
Karen Avenick, Library Consultant

Document submitted February 23, 2008  
Revised and resubmitted March 10, 2008

Accepted by: Cranbury Public Library Board of Trustees,  
2008

# Current space



Map of the Cranbury Public Library Collection

# Strategic Plan

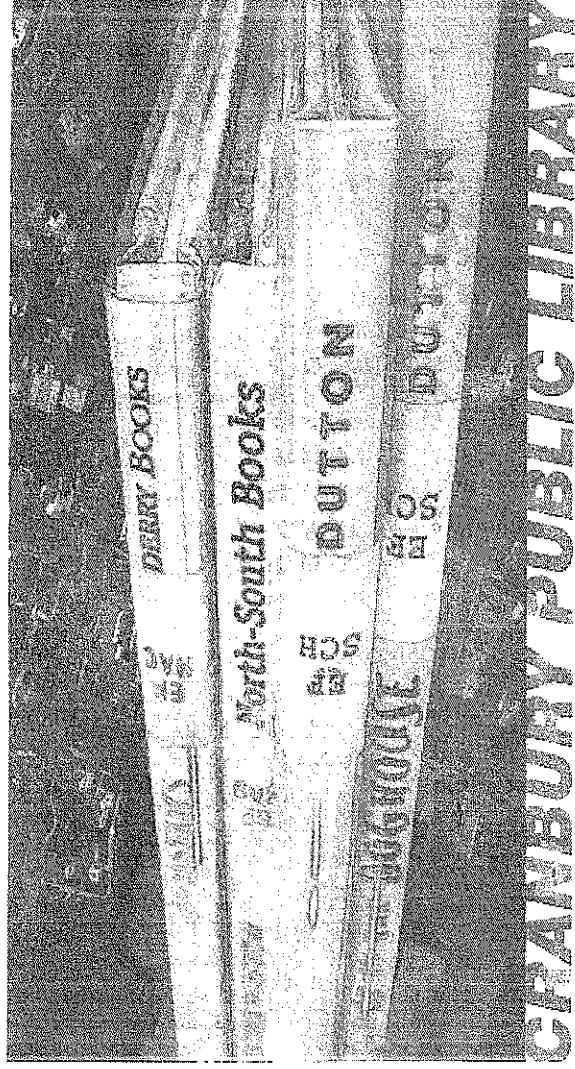
---

---

- The strategic plan outlines our goal of a new home developed in conjunction with the entire community and separate but close proximity to the school by 2015.
- The new library will provide an expanded range of services to the whole community.
- The new facility will provide a space where all are welcome.

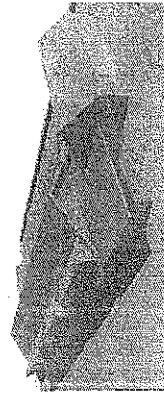
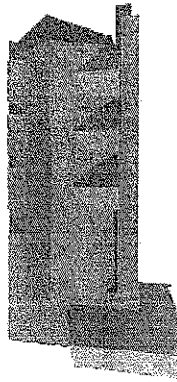


# How much would our library cost?



Cranbury Public Library, Cranbury, NJ 08515-4418

# Concept library...



Crabtree, R. N. (2010) *Steady Crustal Growth*. 2010 Sept. 1966

[illegible]

# Elements to include...

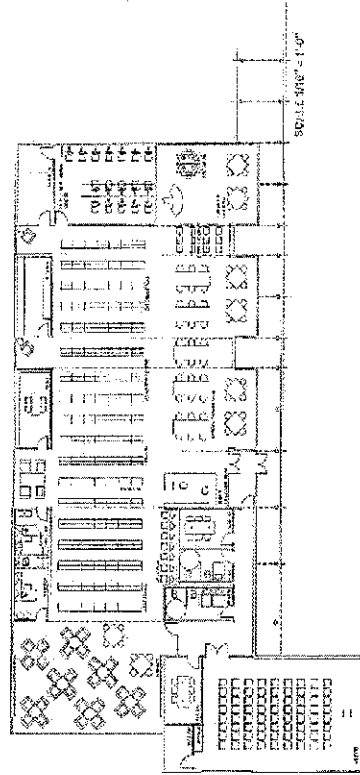
Walden School, 1000 10th Avenue, New York

Construction 1 1922-23

By Clark & West 3 E.S.A.C.

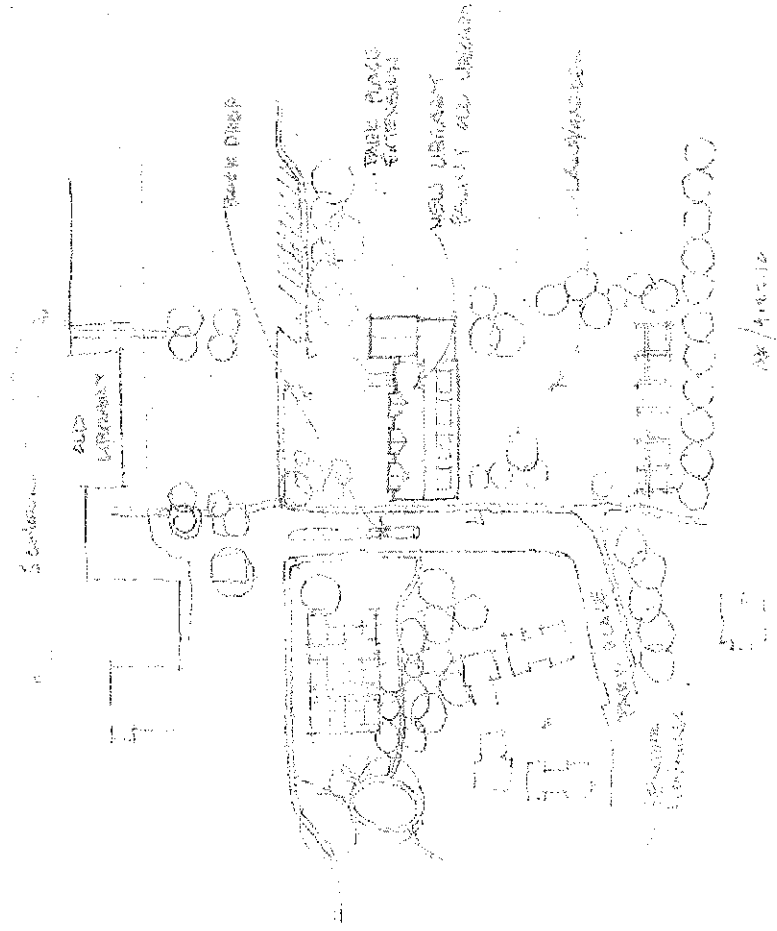
Total Project Cost \$ 1,000,000

The school building is a fine example of modern architecture. It is a long, low building with a flat roof and large windows. The building is made of brick and has a modern design. The building is located in New York City and is a fine example of modern architecture. The building is a long, low building with a flat roof and large windows. The building is made of brick and has a modern design. The building is located in New York City and is a fine example of modern architecture.



Walden School, New York City, 1922-23

# Location



# Capital campaign, is it possible...

---

Feasibility Study  
For a Capital Campaign

Prepared for the  
Cranbury Public Library  
Cranbury, NJ  
September 2010

---

Alan & Leslie Burger  
Library Development Solutions  
Princeton, NJ 08543  
[www.librarydevelopment.com](http://www.librarydevelopment.com)  
609.275.4821 / [aburger@librarydevelopment.com](mailto:aburger@librarydevelopment.com)

---

## Executive Summary

Feasibility Study for a Cranbury Public Library Capital Campaign  
Conducted Summer 2010 by Library Development Solutions

Of 60 possible interviewees, 49 residents met in 34 interviews with Alan and Leslie Burger.

### Key Findings:

- Very positive perception of Cranbury Public Library and staff.
- Considerable support for the proposed location as well as the new library facility.
- Current library use statistics reflect increased support and use of the library though the collection and programs can not expand given the limited space and varied school use.
- Fund raising capability:
  - 45.2% believe goal of \$3 million is achievable, though it might take 3-5 years
  - 30.9% believe it is too ambitious
  - 23.8% unsure
- A number of interviewees would like to see the town take a more active role in funding.
- Some thought \$1-1.5 million might be a more realistic goal.
- Will be a challenge:
  - 1). "Topic" could be controversial.
  - 2). Will involve a concerted effort on the part of the Foundation, Board and supporters in the community.
  - 3). Cranbury does not have a recent history of a big capital campaign.
  - 4). Economy.
  - 5). Need a clear and compelling vision.

# Need Clear and Compelling Vision and Case Study

---

Create a vision that is very “Cranbury”.

- *The Cranbury Public Library will serve as a village living room providing a sense of community by welcoming everyone to a place that encourages a love of reading and the value of education.*

# Why have two separate libraries?

---

A school library supports the curriculum, filters the internet, and protects the children. It is restricted to students in school.

A public library allows open access to all information to all members of our community. It supports our first amendment rights to free speech.



# What would happen to the school library?

---

- First, the school and the school library would gain space. “Students need to be able to experience the library with peers and teachers. This is difficult in a shared facility.” John Haney’s 2008 PowerPoint presentation to the Library Board.
- Secondly, the school would gain security and thus ensure the safety of the children during the day.

# Would the school library lose books?

---

- The school library currently owns about 9000 books. The public library owns about 11000 children's books, but these books are geared more toward enrichment, leisure reading, and non-curricular subjects, as well as books for preschool children. The remaining 14000 books are adult books, on adult topics.
- In addition, each year the school library has a budget to purchase materials that support the curriculum.

# What would happen after school?

---

---

- The school offers after-school programs.
- Children are always welcome to come to the public library.

# Won't building a new public library raise taxes?

---

- The Board of Trustees for the Cranbury Public Library continues to make fiscally responsible planning our priority. The board is exploring all avenues of funding a new building, including private sources, possible future grants, and possible corporate donations. By augmenting our savings, we hope to have enough money to build a new facility without raising taxes.

# How will the library pay utilities and maintenance of a new building?

---

- The public library receives an appropriation of money to pay for salaries and personnel costs, materials, programs, and the running of the library. This is approximately 1% of your tax dollars and is determined by NJ State law.
- Since the public library is already paying rent out of this money, we believe we could comfortable afford to pay utilities in an energy efficient new building.

# Can't we just go to Plainsboro or Monroe if we want library services?

---

---

- As a result of our having our own public library, we are able to participate in what is called “reciprocal borrowing”. If Cranbury did not have a public library, our residents would have to pay to use library services in another town.
- Survey and interview results show that residents value having a public library in the center of town.

# Why start planning for a new library now when the economy is struggling?

- A new building and raising funds entails much planning. We need to start now to be ready for the future.

What role with the library play in the future? What is the future of books?

---

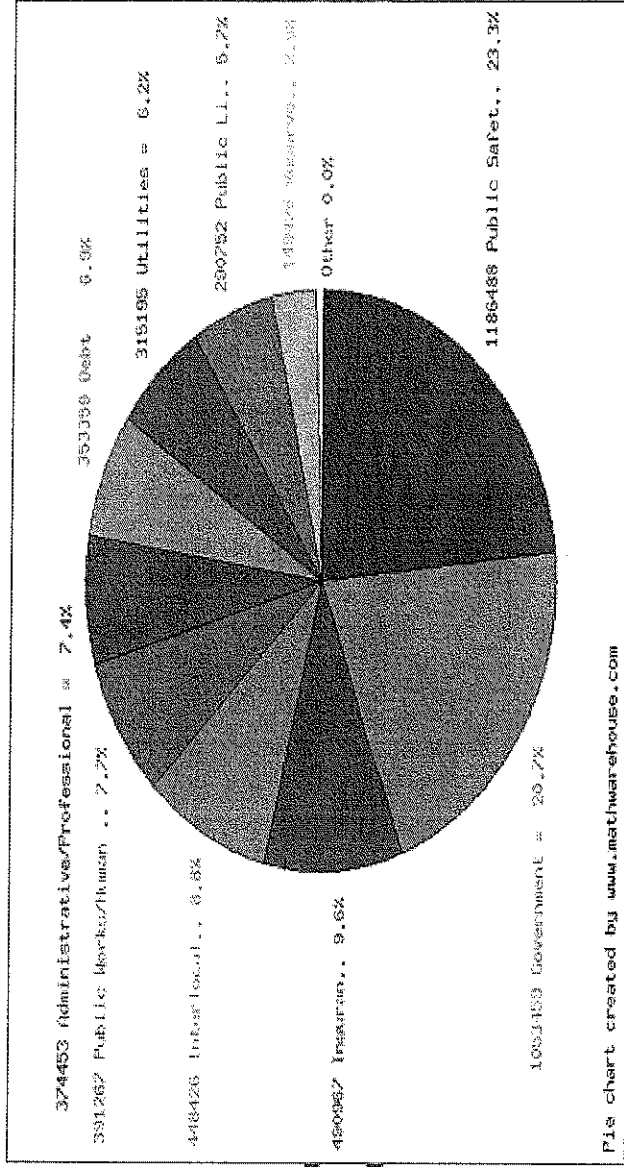
---

- The library will always serve as an educational and information center.

Whatever the form the book may take, the public library will be able to provide it. Also, libraries are community living rooms or porches where all members of the town are welcome.



# Cranbury Township Municipal Budget Expended January-June 2010 [\$5,093,792.00 (47%) of \$10,789,045.57]



## Additional tax information:

Municipal taxes account for about 25% of the total residential tax assessment. [Public Library appropriation would figure for about 1% of total residential taxes if analyzed outside of the municipal taxes]

County taxes account for about 19%.

School taxes account for about 56%.