

TOWNSHIP COMMITTEE MEETING
August 30, 2004

The regular meeting of the Township Committee of the Township of Cranbury was held at 8:00 p.m. in the Town Hall Meeting Room. Answering present to the roll call were: Township Committee members: Becky Beauregard, Thomas Panconi, Jr., and Mayor Stannard. Also present were: Trishka Waterbury, Esquire, Attorney, Frederick C. Carr, Administrator and Kathleen R. Cunningham, Clerk. Mayor Stannard led in the salute to the flag and Ms. Cunningham gave the following Open Public Meetings Act statement:

In accordance with Section 5 of the Open Public Meetings Act, it is hereby announced and shall be entered into the minutes of this meeting that adequate notice of this meeting has been provided:

- (1) Posted on December 2, 2003 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 2, 2003.
- (3) Was filed on December 2, 2003 with a Deputy Municipal Clerk at the Cranbury Municipal Office, 23-A North Main Street, Cranbury, New Jersey and remains on file for public inspection, and
- (4) Sent to those individuals who have requested personal notice.

Resolution

On motion offered by Mr. Panconi, seconded by Ms. Beauregard, the following resolution was adopted by vote:

Ayes: (Beauregard (Panconi (Stannard	Absent: (Mayes & Stave Abstain: (None
Nays: None	

Cranbury Township Resolution # R 08-04-158

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 Township Committee will now convene in a closed session that will be limited only to consideration of items with respect to which the public may be excluded pursuant to Section 7B of the Open Public Meetings Act, P.L. 1975, c. 231.

1. The general nature of the subject to be discussed in this session is as follows:
 - Personnel: Discussion of 2004 Salary Ordinance
 - Closed Session Committee Minutes of August 16, 2004
 - Discussion of release of Closed Session Minutes

Cranbury Township Resolution # R 08-04-158
(Continued)

2. 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.

Date: August 30, 2004

On motion by Ms. Beauregard, seconded by Mr. Panconi and unanimously carried, the meeting returned to Open Session:

Ayes:	(Beauregard Panconi Stannard	Absent: (Mayes & Stave) Abstain: (None
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Nays: (None

Reports and Communications from Committee

--Committee Minutes 16 Aug 2004

On motion by Ms. Beauregard, seconded by Mr. Panconi and unanimously carried, the minutes of August 16, 2004 were adopted.

--Sub Committee Reports – Mr. Panconi reported that he had attended the Board of Recreation meeting on July 26, 2004. Discussed were plans for a skate park in the Township. The Board will be working with West Windsor Township, who are also building their own skate park.

Ordinance
First Reading

Cranbury Township Ordinance # 08-04-22

An Ordinance entitled, Cranbury Township Ordinance # 08-04-22, AN ORDINANCE OF THE TOWNSHIP OF CRANBURY AMENDING " AN ORDINANCE FIXING THE SALARIES AND WAGES 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 introduced for first reading. On motion by Ms. Beauregard, seconded by Mr. Panconi, the Ordinance was passed on first reading by vote:

Ayes:	(Beauregard Panconi Stannard	Absent: (Mayes & Stave) Abstain: (None
Nays:	None	

Public Hearing: September 13, 2004

Cranbury Township Ordinance # 08-04-22
(Continued)

SECTION 1. The following salaries, wages and fees shall be paid to the various Township Officials and employees of the Township of Cranbury as hereinafter specified, effective, January 1, 2004 unless otherwise noted:

<u>POSITION</u>		<u>SALARY OR HOURLY RATE</u>
Mayor	up to	\$ 6,900.00 per year
Township Committee	up to	\$ 5,550.00 per year
Township Clerk	up to	\$ 65,210.00 per year
Township Administrator	up to	\$ 92,805.00 per year
Chief Financial Officer	up to	\$ 77,060.00 per year
Tax Assessor	up to	\$ 43,270.00 per year
Tax Collector	up to	\$ 50,485.00 per year
Board of Health Attorney	up to	\$ 3,120.00 per year
Police Chief	up to	\$ 96,720.00 per year
Zoning Officer	up to	\$ 7,850.00 per year
Construction/Building Sub-Code Official	up to	\$ 24,310.00 per year
Ass't Construction/Building SubCode Official	up to	\$ 12,220 .00 per year
Building Inspector (p/t)	up to	\$ 28,000.00 per year
Building Inspector (f/t)	up to	\$ 48,370.00 per year
Plumbing Sub-Code Official	up to	\$ 26,950.00 per year
Electrical Sub-Code Official	up to	\$ 31,800.00 per year
Fire Inspector	up to	\$ 6,451.00 per year
Fire Sub-Code Official	up to	\$ 5,580.00 per year
Fire Official	up to	\$ 12,000.00 per year
Ass't Fire Inspector	up to	\$ 3,200.00 per year
Superintendent of Public Works	up to	\$ 47,210.00 per year
Sewer Superintendent	up to	\$ 24,770.00 per year
Recycling Coordinator	up to	\$ 8,252.00 per year
Animal Control Officer	up to	\$ 6,490.00 per year
Director of Recreation	up to	\$ 10,951.00 per
year		
Summer Recreation Supervisors*	up to	\$ 6,925.00 per year
Summer Programs Directors*	up to	\$ 4,220.00 per year
Office Manager/		
Deputy Technical Assistant	up to	\$ 21.50 per hour
Recreation Secretary	up to	\$ 17.54 per hour
Assessing Clerk /Sewer		
Collector	up to	\$ 20.00 per hour
Police Secretary	up to	\$ 23.21 per hour

School Crossing Guards	up to	\$ 15.00 per hour
Finance Assistant	up to	\$ 25.74 per hour
Cranbury Township Ordinance # 08-04-22 (Continued)		
Accounts Payable/Purchasing Clerk	up to	\$ 19.72 per hour
Planning Administrative Officer/Zoning Board Secretary	up to	\$ 23.40 per hour
Public Works Assistant/HPAC/EC Secretary	up to	\$ 19.00 per hour
Const Auditor/Owners Rep	up to	\$ 44.97 per hour
Construction Call Out Emergency Building Inspector II	up to	\$ 23.81 per hour
Construction Clerk/Office Ass't	up to	\$ 15.20 per hour
Control Person	up to	\$ 20.25 per hour
Technical Assistant/Alternate Registrar	up to	\$ 20.00 per hour
Public Works Foreman	up to	\$ 22.78 per hour
Heavy Equip Operator/Public Works	up to	\$ 19.74 per hour
Sewer Assistant	up to	\$ 19.86 per hour
Public Works Employees**	up to	\$ 17.86 per hour
Small Animal Control Officer	up to	\$.83 per hour
Social Service Director	up to	\$ 18.98 per hour (not to exceed \$15,000)
Part-time Clerical Help*	up to	\$ 16.03 per hour
Part-time Board Secretaries*	up to	\$ 22.28 per hour
Other Part-time or Temporary Help*	up to	\$ 33.92 per hour
Emergency Services Incentive	up to	\$ 1.00 per hour
Municipal Alliance Program Providers*	up to	\$30.00 per hour
LOSAP	not to exceed 4% Retroactive to year End 2003	\$1294/member

*Set by memo of the Administrator

**Set by memo of the Department Head w/approval of the Administrator

Cranbury Township Ordinance # 08-04-22
(Continued)

A. PAID HOLIDAYS

All full-time employees (except members of the bargaining unit whose salaries, benefits and working conditions are governed by a separate agreement), shall be entitled to eleven (11) paid holidays annually as follows:

1. New Years Day 2004
2. Martin Luther King Day
3. President's Day
4. Good Friday
5. Memorial Day
6. Independence Day (July 5)
7. Labor Day
8. Veteran's Day
9. Thanksgiving Day
10. Friday after Thanksgiving Day
11. Christmas (December 24)
12. New Years Day 2005 (December 31)

B. PERSONAL DAYS

All full-time employees shall be entitled to three (3) personal days per year (they cannot be carried over) and must be approved by the Department Head. Any personal time of less than one hour shall be charged as one hour.

C. SICK PAY

All full-time employees shall be entitled to sick days in accordance with the following standards:

During the first calendar year of employment, Township employees shall be entitled to 1.75 sick days for each calendar quarter or portion thereof that they have actually worked for the Township. Thereafter, Township employees shall be entitled to seven (7) sick days per calendar year that they have actually worked. **Said sick days may be accumulated to a maximum of 120 days. There would be a one – time buyout of 50% of accumulated sick leave upon retirement, with one years written notice, not to exceed \$15,000.00.** The purpose hereof is to ensure that employees will be compensated within the framework hereof for days during which they shall become ill and unable to work. It is not intended that sick days will be considered days off as a matter of right and unrelated to illness.

In the event any employee is required to be absent because of sickness in excess of three (3) consecutive days, a doctor's certificate evidencing said illness will be required to be furnished to the Township at the time said employee returns to work. In the event that any such day or portion thereof is taken on the day prior to, or the day immediately after a vacation or holiday, said employees will likewise furnish a doctor's certificate evidencing said illness to the Township at the time of returning to work. Sick time is to be taken in no less than one hour increments. Any sick time of less than one hour shall be charged as one hour.

All part-time personnel on a pro-rata basis where such part-time personnel normally work at least 15 regularly scheduled hours per week (or based on employment agreement with the Township Administrator).

D. VACATION PAY

All full-time employees of the Township of Cranbury shall be entitled to annual vacation days in accordance with the following formula:

Cranbury Township Ordinance # 08-04-22
(Continued)

1. Any full-time employee commencing employment after July 1st of a given year shall not be entitled to receive a vacation during the first calendar year of employment. Any employee commencing employment before July 1st of a given year shall be entitled to receive one-half (1/2) day vacation for each full month of employment during said first calendar year,

2. During the second through the fifth years of employment, all employees shall be entitled to receive a vacation totaling ten (10) working days per year.
3. During the sixth through the fifteenth years of employment, all employees shall be entitled to receive a vacation totaling fifteen (15) working days per year.
4. From the sixteenth year and thereafter, all employees shall be entitled to receive a vacation totaling twenty (20) working days per year.
5. All vacation days must be taken during the particular year, except that not exceeding five (5) vacation days may be taken within the first six months or, by July 1st, of the following year.
6. No employee shall be entitled to receive additional compensation for vacation days not taken in accordance with the above.
7. Other leave negotiated as part of an offer of employment shall be approved by the Township Committee and set by letter of the Administrator.

Any vacation time of less than one hour shall be charged as one hour.

E. BEREAVEMENT LEAVE

In the event of the death of a husband, wife, parent, sibling, son, daughter, grandparent, or individual who was primarily responsible for raising the employee, the employee will be granted up to a five (5) day leave. For the death of a mother-in-law, father-in-law, brother-in-law, sister-in-law, niece or nephew, the employee will be granted up to a four (4) day leave. This leave will be with pay. This bereavement leave, if scheduled during a time when other excused leave has been granted, will not be in addition to that leave. A one day leave of absence with pay may be granted by the Township Administrator, at his/her discretion, to an employee in case of death of other relative(s) or friends, as appropriate, in order to attend funeral or burial services. The Township Administrator may extend bereavement leave if such extension is in the best interest of the employee and the Township. Each case will be considered on a case-by-case basis and shall not establish a precedent.

F. APPROVAL OF LEAVE

Leave shall not be taken unless approved by the department head. The leave of a department head must be approved by the Administrator.

Cranbury Township Ordinance # 08-04-22
(Continued)

G. POLICE DEPARTMENT

The Police Chief shall receive salary increases, longevity, perfect attendance payments, sick leave, holidays or holiday pay, physical exams and clothing allowances in accordance with the Police Salary Ordinance.

The Police Chief is an overtime exempt employee. The Police Secretary shall receive a clothing allowance of \$700.00 per year and the School Crossing guards shall receive a clothing allowance of \$275.00 per year. These expenses will be reimbursed by voucher and approved by the Chief of Police.

H. HEALTH BENEFITS

Full-time employees are eligible to enroll in the Township's health benefit programs. For purposes of determining eligibility, a full-time employee is defined as one who works a minimum of thirty five hours a week.

Full-time employees who are at least 62 years of age and who have 15 total years of service with Cranbury Township, or have 25 years of total years of service with Cranbury Township will upon

retirement from Cranbury Township be entitled to full medical and dental coverage paid for by the Township. If the retiree is married, the coverage will cover the cost of “employee and spouse”.

SECTION II.

If any section, paragraph, sentence, clause or phrase in the Ordinance is for any reason held or determined to be unconstitutional or invalid, the same shall not affect the remainder of this Ordinance.

SECTION III.

All ordinances, or parts of ordinances, inconsistent herewith are hereby repealed.

SECTION IV.

This ordinance shall take effect upon its passage and publication according to law.

Ordinances
Second Reading

Cranbury Township Ordinance # 07-04-17

A motion to enter an Ordinance entitled, “Cranbury Township Ordinance # 07-04-17, AN ORDINANCE OF THE TOWNSHIP OF CRANBURY IN MIDDLESEX COUNTY, NEW JERSEY CONCERNING LAND DEVELOPMENT AND AMENDING THE CODE OF THE TOWNSHIP OF CRANBURY”, 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. No one present wished to speak, so the hearing was declared closed. On motion by Ms. Beauregard, seconded by Mr. Panconi, the Ordinance was adopted by a vote:

Ayes:	(Beauregard (Panconi (Stannard	Absent: (Mayes & Stave
		Abstain: (None
Nays:	(None	

Ordinance
Second Reading

Cranbury Township Ordinance # 07-04-18

A motion to enter an Ordinance entitled, “Cranbury Township Ordinance # 07-04-18, AN ORDINANCE OF THE TOWNSHIP OF CRANBURY IN MIDDLESEX COUNTY, NEW JERSEY CHANGING THE BOUNDARIES OF THE I-LI AND I-LIS ZONING DISTRICTS AND AMENDING CHAPTER 150 OF THE CODE OF THE TOWNSHIP OF CRANBURY”, 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. No one present wished to speak, so the hearing was declared closed. On motion by Ms. Beauregard, seconded by Mr. Panconi, the Ordinance was adopted by a vote:

Ayes:	(Beauregard (Panconi (Stannard	Absent: (Mayes & Stave
		Abstain: (None

Nays: (None

Ordinance

Second Reading

Cranbury Township Ordinance # 08-04-20

A motion to enter an Ordinance entitled, "Cranbury Township Ordinance # 08-04-20, AN ORDINANCE OF THE TOWNSHIP OF CRANBURY IN MIDDLESEX COUNTY, NEW JERSEY FORMALLY CREATING A PARKS COMMISSION AND AMENDING THE CODE OF THE TOWNSHIP OF CRANBURY", 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. The Township Attorney indicated that the Ordinance had some non-substantive changes and do not require re-introduction of the Ordinance. No one present wished to speak, so the hearing was declared closed. On motion by Ms. Panconi, seconded by Ms. Beauregard, the Ordinance was adopted by a vote:

Ayes: (Beauregard
(Panconi
(Stannard

Absent: (Mayes & Stave

Abstain: (None

Nays: (None

Ordinance

Second Reading

Cranbury Township Ordinance 08-04-21

A motion to enter an Ordinance entitled, "Cranbury Township Ordinance # 08-04-20, AN ORDINANCE OF THE TOWNSHIP OF CRANBURY, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY, CONCERNING PARK RULES AND AMENDING CHAPTER 108 OF THE CODE OF THE TOWNSHIP OF CRANBURY", 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. Ms. Beth Veghte, Recreation Chairperson and Ms. Judy Dossin, Parks Chairperson, both indicated they would like some of the text changed in the Ordinance. The Township Attorney then recommended that this Ordinance be re-introduced with said changes.

The Ordinance died for lack of a motion.

Ordinance

Second Reading

Cranbury Township Ordinance # 08-04-23

AN CAPITAL ORDINANCE OF THE TOWNSHIP OF CRANBURY, AUTHORIZING THE CONSTRUCTION OF A POLICE BUILDING BY THE TOWNSHIP OF CRANBURY, IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY, APPROPRIATING \$270,000 FROM CRANBURY TOWNSHIP'S CAPITAL SURPLUS AND CAPITAL IMPROVEMENT FUND TO COVER THE COST THEREOF.

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

SECTION 1: There is hereby approved as a capital project within the Township of Cranbury, not to exceed the costs noted below:

Project/Purpose

Cost

Police Building

\$ 270,000

SECTION 2: There is hereby appropriated from Cranbury Township's Capital Surplus fund the sum of \$155,000 and \$115,000 from the Capital Improvement Fund to cover the cost of the capital projects as described in Section 1 hereof.

SECTION 3. 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.

SECTION 4: This Ordinance shall take effect upon final adoption and publication according to law.

Resolutions
Consent

On motion offered by Ms. Beauregard, seconded by Mr. Panconi, the following Consent Agenda Resolutions were adopted by vote:

Ayes:	(Beauregard (Panconi	Absent: (Mayes & Stave	(Stannard
		Abstain: (None	
Nays:	(None		

Cranbury Township Resolution # R 08-04-160

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 08-04-161

WHEREAS, Elizabethtown Water Company has made an adjustment to the United Methodist Church's meter reading.

WHEREAS, the adjustments made created a credit balance on the customer's sewer account.

Cranbury Township Resolution # R 08-04-161

(Continued)

WHEREAS, a refund for the credit balance should be issued for the following Cranbury Township Resident:

<u>Block</u>	<u>Lot</u>	<u>Street Address</u>	<u>Resident Name</u>	<u>Refund \$\$</u>
23	64	21 North Main St	United Methodist Church	\$310.25

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Cranbury, the above Sewer overpayment refunded to the United Methodist Church.

CERTIFICATION

I, Kathleen R. Cunningham, Township Clerk of the Township of Cranbury, hereby certify that this is a true copy of a resolution adopted at a regular meeting on August 30, 2004.

Kathleen R. Cunningham, Clerk

Cranbury Township Resolution # 08-04-162

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 2004 in the sum of \$2,250.00 which item is now available as a revenue from Environmental Services Program Grant pursuant to the provision of statute, and

Section 2

BE IT FURTHER RESOLVED that a like sum of \$2,250.00 be and the same is hereby appropriated under the caption Environmental Services Program Grant and

Section 3

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

- (a) Director of the Division of Local Government Services
- (b) Township Auditor
- (c) Township Chief Financial Officer

Cranbury Township Resolution # R 08-04-162
(Continued)

CERTIFICATION

I, Kathleen R. Cunningham, Clerk of the Township of Cranbury, NJ, hereby certify that the above is a true of a Resolution adopted by the Township Committee of the Township of Cranbury at a regular meeting held on August 30, 2004.

Kathleen R Cunningham, Clerk

Cranbury Township Resolution # 08-04-164

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 2004 in the sum of \$2,250.00 which item is now available as a revenue from Police Click It or Ticket pursuant to the provision of statute, and

Section 2

BE IT FURTHER RESOLVED that a like sum of \$2,250.00 be and the same is hereby appropriated under the caption Police Click It or Ticket Salary & Wage.

Section 3

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

- (a) Director of the Division of Local Government Services
- (b) Township Auditor
- (c) Township Chief Financial Officer

CERTIFICATION

I, Kathleen R. Cunningham, Clerk of the Township of Cranbury, NJ, hereby certify that the above is a true of a Resolution adopted by the Township Committee of the Township of Cranbury at a regular meeting held on August 30, 2004.

Kathleen R Cunningham, Clerk

Work Session

a. Police Station Bid Awarding

The Township Committee awarded the contract, accepting the bid for the building of the new Cranbury Township Police Building:

Resolution

On motion offered by Ms. Beauregard, seconded by Mr. Panconi, the following resolution was adopted by vote:

Ayes: (Beauregard
(Panconi
(Stannard

Absent: (Mayes & Stave

Abstain: (None

Nays: None

Cranbury Township Resolution # 08-04-159

A RESOLUTION OF THE TOWNSHIP OF CRANBURY AWARDING THE BID FOR THE CONSTRUCTION OF A NEW POLICE STATION

Whereas, pursuant to a duly advertised notice to bidders, seven (7) bids were received for the construction of the new police station on July 26, 2004; and

Whereas, the advertised bid documents provided that the Township reserved the right to award the contract for the Base Bid alone plus any, all or none of Alternates 1, 2, 3 and 4; and

Whereas, the Township seeks to award the contract for the Base Bid plus Alternates 2, 3 and 4; and

Whereas, the apparent low bidder for the Base Bid plus Alternates 2, 3 and 4 is M&K Contracting, located in Colts Neck, New Jersey, with a bid for \$3,241,875; and

Whereas, the Construction Manager has recommended that the contract be awarded to M&K Contracting as the lowest responsible and responsive bidder; and

Whereas, the Chief Financial Officer has certified that there are sufficient funds available for this contract;

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

1. The Base Bid plus Alternates 2, 3 and 4 for construction of the police station be and hereby is awarded to M&K Contracting, located in Colts Neck, New Jersey, in the amount of \$3,241,875 as the lowest responsible and responsive bidder.

2. The Mayor and Clerk are hereby authorized and directed to execute an agreement with M&K Contracting consistent herewith.

CERTIFICATION

I, Kathleen R. Cunningham, Township Clerk of the Township of Cranbury, hereby certify that this is a true copy of a Resolution which was adopted at a regular meeting on August 30, 2004

Kathleen R. Cunningham, Clerk

b. Cable Franchise Renewal Discussion
The Township Committee discussed the timelines and steps required as part of the Comcast Cable Renewal Application. The Township Committee will hold a public hearing on this matter on Monday, October 18, 2004 at 7:30 p.m. Bonnie Larson, who served on the last Committee, was present to answer any questions. Ms. Larson has agreed to serve again on the Ad Hoc Committee. An Ad Hoc Cable Television Committee was

Work Session (Continued)

b. Cable Franchise Renewal Discussion (cont'd)

formed, to review Comcast's application for renewal of municipal consent and to advise the Township Committee during the ensuing municipal consent process.

Resolution

On motion offered by Ms. Beauregard, seconded by Mr. Panconi, the following resolution was adopted by vote:

Ayes: (Beauregard
(Panconi
(Stannard

Absent: (Mayes & Stave

Abstain: (None

Nays: None

TOWNSHIP OF CRANBURY
COUNTY OF MIDDLESEX, STATE OF NEW JERSEY

A RESOLUTION APPOINTING AN AD HOC CABLE TELEVISION COMMITTEE TO REVIEW COMCAST OF CENTRAL JERSEY, INC.'S ("COMCAST") APPLICATION FOR RENEWAL OF MUNICIPAL CONSENT AND ADVISE TOWNSHIP COMMITTEE DURING THE ENSUING MUNICIPAL CONSENT PROCESS.

WHEREAS, on August 3, 2004, Comcast of Central Jersey, Inc. ("Comcast") filed an application with the Township to renew the Township's non-exclusive municipal consent to continue to operate a cable television franchise in the Township; and

WHEREAS, to assist Township Committee in reviewing said application and identifying terms for negotiation, Township Committee seeks to appoint an ad hoc committee consisting of a Township resident, a Township Committee member and the Township Attorney;

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

1. An ad hoc committee is hereby created and charged with reviewing Comcast's application for renewal of municipal consent, evaluating Comcast's performance in the Township during the past ten years, researching cable franchise agreements in comparably-sized neighboring municipalities, assessing the Township's present and future cable-related needs, identifying any changes to be made in Comcast's franchise in the Township and reporting to Township Committee on its recommendations and findings.

2. Township resident Bonnie Larson, Committee Member Becky Beauregard, Township Attorney Trishka Waterbury or her designee and Township Administrator Fred Carr, are hereby appointed to serve on the ad hoc committee.

3. The ad hoc committee shall report to Township Committee no later than October 18, 2004 on its initial recommendations and findings consistent with the charges set forth herein.

CERTIFICATION

I, Kathleen R. Cunningham, RMC, Clerk of the Township of Cranbury, do hereby certify that the foregoing resolution is a true copy of a Resolution passed by the Township of Cranbury at a meeting duly held on August 30, 2004.

Kathleen R. Cunningham, Clerk

Work Session (Continued)

c. Scout Service Projects on Township Property

Township Committee reviewed draft guidelines for scout leadership and service projects undertaken on Township property. Mayor Stannard recommended publishing the guidelines on the web. Ms. Judy Dossin, Wynnewood Drive, suggested other Boards, Commissions and Committees be involved to give their recommendations. The Clerk will distribute a copy of these guidelines to them.

Public Comment

The Mayor opened the meeting to public questions and comments on those items not on the agenda. Ms. Beth Veghte, Chairperson, Board of Recreation, reported that she had visited The Four Seasons at Cranbury and is working with them for a Health Fair on September 12, 2004. Ms. Veghte also reported that she will be distributing a Community Needs Assessment in the next

newsletter and passed out a draft to the Township Committee. Ms. Judy Dossin, Parks Chairperson, thanked the Township Committee for passing the Ordinance this evening. Ms. Dossin also mentioned that signs will need to be placed in Village Park, pertaining to the Ordinance rules. She raised a concern with individuals still bringing in animal carcasses to the Park and hopes to get with the Police Department to address this issue. Ms. Beth Veghte, addressed the Township Committee with a concern for the temporary playing fields and the Township irrigating fields. The School cannot do anything until the Township Committee makes a decision as to where they are going to put the water lines. Mayor Stannard indicated this should be placed on the next meeting's agenda. He will also speak with the School Board to get some suggestions as to the placement of the soccer fields. Mr. Richard Kallan, Wynnewood Drive, indicated to the Township Committee the status on the project he was working on—easements is now with Steve Benner, Tax Assessor. Mr. Benner is in the process of reviewing the data with the Township Engineer. There being no further comments, the Mayor closed the public part of the meeting.

Mayor's Notes

Mayor Stannard spoke regarding tours of farmland, pertaining to the auction. Mayor Stannard indicated he, along with Mr. Carr, Township Administrator, Ms. Marcelli, Township Engineer and Ms. Waterbury, Township Attorney will be giving the tours and also mentioned that it is imperative that no one, either involved or not involved discuss who might be or who is going to bid.

Mayor Stannard announced Harvey Moskowitz, Township Planner is retiring at the end of this year. The Planning Board is in the process of advertising and a SubCommittee will be formed to review resumes.

Resolution

On motion offered by Ms. Beauregard, seconded by Mr. Panconi, the following resolution was adopted by vote:

Ayes: (Beauregard (Panconi	Absent: (Mayes &
Stave (Stannard	Abstain: (None
Nays: None	

Cranbury Township Resolution # R 08-04-158

Township of Cranbury
County of Middlesex

RESOLUTION TO CLOSE MEETING TO THE PUBLIC

Cranbury Township Resolution # R 08-04-158
(Continued)

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

The Township Committee will now convene in a closed session that will be limited only to consideration of items with respect to which the public may be excluded pursuant to Section 7B of the Open Public Meetings Act, P.L. 1975, c. 231.

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

----Personnel: Discussion of 2004 Salary Ordinance
----Closed Session Committee Minutes of August 16, 2004
----Discussion of release of Closed Session Minutes

2. 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.

Date: August 30, 2004

On motion by Ms. Beauregard, seconded by Mr. Panconi and unanimously approved, the meeting returned to Open Session:

Ayes: (Beauregard
(Panconi
(Stannard

Absent: (Mayes & Stave
Abstain: (None

Nays: (None

On motion by Ms. Beauregard, seconded by Mr. Panconi and unanimously approved, the Closed Session Minutes for the following dates were approved by the Township Committee for release to the public: 2004: 8/4, 6/28, 6/14, 5/17, 5/24, 5/3, 4/26, 4/19, 4/12, 3/15, 3/01, 2/23, 2/09, 2/04, 1/26, 1/12, 1/5, 12/15, 12/8, 11/24, 11/17, 11/11, 10/6, 2003: 9/22, 9/15, 9/8, 8/21, 8/4, 7/21, 7/7, 6/23, 6/16, 6/19, 5/5, 4/28, 4/21, 3/24, 3/3, 2/24, 2002: 12/27, 12/23, 11/25, 20/21, 9/23, 9/16, 7/8, 6/24, 6/17, 5/13, 5/6, 4/22, 4/15, 4/8, 2/25, 2/4, 1/28, 1/14, 1/7, 2001: 12/17, 12/3, 11/26, 11/19, 11/5, 10/22, 10/1, 9/24, 9/10, 7/16, 6/4, 5/21, 5/14, 5/7, 4/23 and 3/26.

On motion by Mr. Panconi, seconded by Ms. Beauregard, the meeting adjourned at 10:30 p.m.

Kathleen R. Cunningham, Clerk