

TOWNSHIP COMMITTEE REGULAR MEETING
July 13, 2020

The Township Committee Regular Meeting of the Township of Cranbury was held at 7:00 pm. by remote access videoconferencing in response to COVID-19 and the updated Open Public Meeting Act guidelines. Answering present to roll call were Township Committee members: Michael Ferrante, Barbara Rogers, Evelyn Spann, and Mayor Matthew Scott. Jay Taylor was absent. Also present were Denise Marabello, Township Administrator/CFO; Thomas Decker, Township Engineer; and Debra Rubin, Municipal Clerk. Mayor Scott called the meeting to order and Ms. Rubin read 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:

Posted on the Bulletin Board of the Municipal Office at 23-A North Main Street, Cranbury, New Jersey and remains posted at that location.

Communicated to the Cranbury Press, Home News Tribune and Trenton Times on January 10, 2020 and remote access information added on April 24, 2020, updated on June 18, 2020.

Filed on January 10, 2020 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. Township website was updated with remote access information on April 24, 2020, updated June 18, 2020.

Sent to those individuals who have requested personal notice.

--Township Committee Regular Meeting Minutes of June 22, 2020

The Township Committee Regular Meeting Minutes of June 22, 2020 were presented on a motion by Mrs. Spann, seconded by Mr. Ferrante. On a roll call vote of the members of the Township Committee;

Ayes: (Ferrante
 (Rogers
 (Spann
 (Scott
 Abstain: (None
 Absent: (Taylor

Nays: (None

the Township Committee Regular Meeting Minutes of June 22, 2020 were adopted.

--Township Committee Closed Session Meeting Minutes of June 22, 2020

The Township Committee Closed Session Meeting Minutes of June 22, 2020 were presented on a motion Mr. Ferrante, seconded by Dr. Rogers.

Ayes: (Ferrante
 (Rogers
 (Spann
 (Scott
 Abstain: (None
 Absent: (Taylor
Nays: (None

Reports and Communications

- Mr. Ferrante – Mr. Ferrante participated in the June 23rd Cranbury Bicycle Network Plan public portion of the virtual presentation. He deferred further reporting to Dr. Rogers on the public

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comment input and format. He also reported on Zoom meeting with NJDOT regarding improvements to Route 130 circle and attending the Board of Health and Parks Commission meetings.

- Mrs. Spann – Mrs. Spann reported on her attendance at the Zoning Committee meeting. She expressed that a representative from the Zoning Board is needed. Mr. Ferrante volunteered to aid Mrs. Spann in finding a representative. Mrs. Spann stated the Scenic Overlay ordinance has been tabled until a later date, possibly not until meetings return from virtual to in-person. She wants to ensure the public has the ability to speak in person regarding any concerns with the ordinance. She also reported on her attendance at the Historic Preservation Commission and Planning Board meetings. She further added that the draft sign ordinance was forwarded to the Zoning Officer and Merilee Meacock, Zoning Board Chairperson, for review. The Township Committee will receive when finalized to be placed on the agenda.
- Dr. Rogers – Dr. Rogers reported on her attendance at the Parks Commission meeting. She also reported on the June 23rd Bicycle Network Plan that she attended. The plan for Cranbury Township was unveiled for the public to review. The original application included five (5) roadways which was now expanded to cover nine (9) total roadways within the Township. Public comments were discussed at that time and Dr. Rogers informed residents that additional public input could be sent before the deadline, with the submittal information to be found on the township website.
- Mayor Scott – Mayor Scott reported on his attendance at two Economic Development Advisory Committee meetings. He stated that Darek Hahn was selected to act as Chairperson and Lisa Kniernim was selected as Vice Chairperson, both for the remainder of 2020. He also attended the Library Board of Trustees and Planning Board meetings. Movie Night was postponed due to inclement weather.
Mayor Scott ended with the report from the Fire Department and EMS: June had 30 Fire calls. June 16th was the fire at Cranbury Pizza and is being handled by Middlesex County. 77 EMS calls at 3.2 minutes average response time. Call volume was down for the month, mostly due to COVID.

Subcommittees –

- Dr. Rogers stated the NJDEP “Mask Up” signs are being added to areas within the township. She will locate temporary locations for the signs to be placed.

Department Heads -

- Ms. Marabello requested the Township Committee decide whether to cancel the July 27th Township Committee meeting that is listed as “optional” on the annual meeting notice. After discussion amongst the members, all agreed to cancel the July 27th “optional” meeting.

Follow up Items –

- **Scenic Overlay Ordinance** - Mrs. Spann discussed earlier the ordinance is tabled to a later date.
- **Village Park Pathway**– Tom Decker explained the request he received from the Chairperson of the Parks Commission, regarding the construction of an 8-foot-wide paved path at a length of a ½ mile long. He explained the requirements necessary for stormwater management and how to be ADA compliant. Dr. Rogers added that the commission planned to research for any available grant monies.
- **Email Blast to Residents for Cranbury Bicycle Plan Public Input – Dr. Rogers** - Complete.

Boards and Commission – Vacancies:

Ms. Rubin read the following vacancies:

- Board of Recreation Commissioners – (2)
- Municipal Alliance – (1)

Ordinances –

First Reading –

Ms. Rubin read the following ordinance by title only.

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Mrs. Spann made a motion to introduce the following ordinance. Mr. Ferrante seconded the motion. On a roll call vote, the ordinance passed for introduction.

Ayes: (Ferrante
(Rogers
(Spann
(Scott

Abstain: (None
Absent: (Taylor

Nays: (None

CRANBURY TOWNSHIP
ORDINANCE# 07-20-09

AN ORDINANCE OF THE TOWNSHIP OF CRANBURY, IN MIDDLESEX COUNTY,
NEW JERSEY, AMENDING AND REVISING
CHAPTER 150-43 OF THE LAND DEVELOPMENT CODE

WHEREAS, Chapter 150-43 of the Cranbury Land Development Code, entitled "Parking and Loading areas," addresses the off-street parking that shall be provided in all nonresidential zones in the Township;

WHEREAS, a finite number of parking spaces are available in the Village Commercial (VC) Zone;

WHEREAS, new businesses in the VC Zone often must seek variance relief in order to comply with parking requirements that are otherwise unobtainable in that zoning district;

WHEREAS, the November 7, 2019 Master Plan Reexamination Report recommends amendments to the Township's parking requirements to support and encourage new businesses in the VC Zone by streamlining processes and eliminating obstacles and states that "[t]he continued viability of the downtown as a retail as well as residential/governmental center of the Village, could be enhanced by such changes."

WHEREAS the Cranbury Township Zoning Committee now recommends that rules regarding parking and loading areas in the VC Zone be amended, in the following form.

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

Section 1. Section 150-43(A)(1) of the Code of the Township of Cranbury, entitled "Parking and loading areas," is amended and supplemented as follows (additions are in **bold**; deletions are in [brackets]):

§ 150-43 Parking and loading areas.

A. Off-street parking spaces

- (1) **Except in the Village Commercial Zone**, in all nonresidential zones, at the time any building or structure is erected, enlarged or increase in capacity, there shall be provided off-street parking for automotive, bicycle and other vehicles and off-street loading facilities in accordance with the requirement set forth herein as well as the parking space requirements for the handicapped contained in P.L. 1975, c.221. **In the Village Commercial Zone, no additional off-street parking or loading berths shall be required for any change of use, or for any expanded or new non-residential use, except that the existing on-site**

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parking spaces or loading berths shall be not removed, or converted for any other purpose without site plan approval and/or the grant of variances associated therewith. All required parking and loading facilities shall be paved in accordance with Township standards and shall be bonded prior to the issuance of a certificate of occupancy. The construction, alteration or enlargement of any public or private parking or loading area or of access to such area shall require site plan approval by the Board.

Section 2. Repealer. All ordinances or parts thereof inconsistent herewith are repealed as to such inconsistencies.

Section 3. Severability. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 4. Effective date. This ordinance shall take effect upon its passage, publication, filing with the County of Middlesex, and entry of final judgement of compliance and repose.

Second Reading – None

Resolutions – Consent

Mayor Scott asked the Township Committee if there were any questions or comments on the Consent Agenda items. Mayor Scott requested a motion to adopt the following Resolutions. On a motion by Mr. Ferrante, seconded by Mrs. Spann the following Consent Resolutions were adopted by the following vote:

Ayes: (Ferrante
(Rogers
(Spann
(Scott

Abstain: (None
Absent: (Taylor

Nays: (None

Cranbury Township Resolution #R 07-20-086

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 07-20-087

Approval to Submit a Grant Application and Execute a Grant

Contract with the New Jersey Department of Transportation for the

Old Cranbury Road Project

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of Cranbury formally approves the grant application for the above stated project.

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BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2021-Old Cranbury Road Improvements-00479 to the New Jersey Department of Transportation on behalf of Cranbury Township.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of Cranbury Township and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Cranbury Township Resolution #R 07-20-088

**APPOINTING A QUALIFIED PURCHASING AGENT AND INCREASING
THE BID THRESHOLD**

WHEREAS, the recent changes to the Local Public Contract Law gave local contracting units the ability to increase their bid threshold; the amount of which shall not exceed the statutory maximum bid threshold; and

WHEREAS, N.J.S.A. 40A:11-3a permits an increase in the bid threshold if a Qualified Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for a qualifying a Qualified Purchasing Agent and,

WHEREAS, Erin Lysy possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.: and

WHEREAS, Cranbury Township desires to take advantage of the increased bid threshold; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Township Committee of the Township of Cranbury, hereby appoints Erin Lysy as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-2(30), with specific relevance to the authority, responsibility and accountability of the purchasing activity of the contracting unit; and increase its bid threshold, the amount which shall not exceed the statutory maximum bid threshold.

Cranbury Township Resolution #R 07-20-089

WHEREAS, the Township of Cranbury solicited bids for Brainerd Lake Dredging Project and;

WHEREAS, seven (7) bids were received and opened on April 7, 2020; and

WHEREAS, the low responsible bid was received from Tricon Enterprises, Inc. Keyport, NJ in the lump sum amount of \$3,795,000.00 and

WHEREAS, Tricon Enterprises Inc. has offered to provide these services to the Township; and

WHEREAS, the Township wishes to enter into an agreement with Tricon Enterprises, Inc. to provide these services; and

WHEREAS, the Township Attorney has reviewed the qualifications of Tricon Enterprises, Inc. and has recommended that the contract be awarded to Tricon Enterprises, Inc. and;

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A: 11-4.1 et seq., authorizes the award for purposes for which a competitive bid may be used by local units; and

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WHEREAS, the Chief Financial Officer has certified that there will be sufficient funds for this contract;

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

1. The Mayor and Clerk are hereby authorized and directed to execute an agreement with Tricon Enterprises Inc. for Brainerd Lake Dredging Project \$3,795,000.00; and
2. A copy of the Agreement shall be available for public inspection in the Township Clerk's Office during regular business hours.

Public Comment

Mayor Scott opened the meeting to general public comment.

- Bonnie Larson – Reported she met with Comcast Cable regarding the contract renewal in February. She is still waiting for upper management to review and send ordinance for Cable TV Commission review. Ms. Rubin added that she followed up with Comcast and the draft ordinance will be sent by the end of week.
- Darek Hahn – Thanked Mayor Scott for the opportunity to serve on the Economic Development Advisory Committee and in the role of Chairperson. Mr. Hahn added the committee members are an outstanding group to work with.

Hearing no other public comment, Mayor Scott closed the meeting to public comment.

Action Items:

- Economic Development Advisory Committee Applications to Chairperson – Mayor Scott

Mayoral Appointment

Mayor Scott appointed John Krasting to the Environmental Commission to serve as Alternate #1 to fill an unexpired term expiring on 12/31/20.

Adjourn

Mayor Scott requested a motion to adjourn. On motion by Mayor Scott, seconded by Mr. Ferrante and unanimously carried, the meeting adjourned at 8 :05 p.m.

Debra A. Rubin, RMC
Municipal Clerk