

TOWNSHIP COMMITTEE REGULAR MEETING
March 14, 2022

The Township Committee Regular Meeting of the Township of Cranbury commenced at 7:00 p.m. 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: Eman El-Badawi, Michael Ferrante, Evelyn Spann, and Mayor Barbara Rogers. Matthew Scott was absent. Also present were Denise Marabello, Township Administrator/CFO; Chief Michael Owens, Chief of Police and Debra Rubin, Municipal Clerk. Mayor Rogers led in the salute to the flag, 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 5, 2022.

Filed on January 5, 2022 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 previously updated with remote access information on April 24, 2020, and updated June 18, 2020.

Sent to those individuals who have requested personal notice.

Ms. Rubin read the following additional statement:

Cranbury Township

Statement on Public Comment during Remote Meeting

The public may electronically submit questions or comments to twpcclerk@cranbury-nj.com or in written letter form via mail to Cranbury Township Town Hall no later than 4:00 p.m. the day of the scheduled Committee Meeting. Name, address and phone or email must be included. Timely submitted questions or public comment shall be read aloud and addressed during the public meeting. Duplicate written comments may be summarized and noted for the record in a consistent manner.

To eliminate background noise so that all meeting participants may hear, please mute your microphone and remain in listening mode only. The Clerk will place all remote attendees on this platform on mute as well and will manage the order of the remote participant's comments. During public comment period(s), the Clerk will make an announcement that any remote participant seeking to comment must signify their intent by using the "raise hand" feature on Zoom. The Clerk will then unmute each participant individually when it is their designated time to speak. If you do not have a question or comment, please keep your microphone muted. Please unmute yourself only at the direction of the Clerk. All remote users must state their name and address at the beginning of his/her public comment.

Should a member of the public using the Zoom platform become disruptive, that individual will be kept on mute and receive a warning that continued disruption may result in their being prevented from speaking or removed from the meeting entirely. If time permits, the disruptive individual shall be allowed to speak after all other members of the public have been given the opportunity to speak.

The Township Committee will facilitate a dialogue with all commenters to the extent permitted by Zoom technology.

Public Hearing on Proposed 2022 Budget – Cranbury Township Resolution #R 02-22-036 - 2022 Municipal Budget:

Ms. Marabello presented the proposed 2022 budget which was previously introduced in February under Resolution R # 02-22-036 – 2022 Municipal Budget. Ms. Marabello opened to the public for any questions on the 2022 Proposed budget. Seeing no questions from the public, Mrs. Spann made a

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motion to adopt the proposed 2022 budget as presented and Mr. Ferrante. Ms. Rubin proceeded to roll call vote.

After a roll call vote of all members present, the budget passed unanimously.

Approval of Minutes: Mayor Rogers asked if any members of the Township Committee would like to address changes or amendments to the following minutes. Hearing none, Mayor Rogers asked for a motion to adopt the following minutes:

-- Township Committee Regular Meeting Minutes of February 28, 2022;

On a motion by Mr. Ferrante, seconded by Mrs. El-Badawi, along with the following roll call vote of the members of the Township Committee;

Ayes: (El-Badawi
(Ferrante
(Spann
(Rogers

Abstain: (Scott
Absent: (None

Nays: (None

the Township Committee Regular Meeting Minutes of February 28, 2022 were adopted.

**Reports and Communications
Members of Committee**

- Mrs. El-Badawi – Mrs. El-Badawi reported that EDAC and Parks Commission had recently met. Then discussed with Darek Hahn, EDAC member, suggestions from a previous survey completed by residents and reported on collaboration with the Cranbury Business Association. Mrs. El-Badawi added that EDAC was instrumental in the advertising for the recent craft show. The Parks Commission Arts in the Parks celebration date will be a soft opening as the sculptures need proper installation.
- Mr. Ferrante – Mr. Ferrante reported on his attendance at the Board of Education, Library Board and Planning Board meetings. Mr. Ferrante presented an application to the members for an Eagle Scout project to be located in the Cranbury Brook Preserve West Property. He reported that both the Environmental and Parks Commission supported the project. The members unanimously agreed to approve the project. An additional project had been submitted; however, the scout will be asked to reconsider and provide an updated application.
- Mr. Scott – Mr. Scott had no liaison report.
- Mrs. Spann – Mrs. Spann reported on her attendance at the Zoning Board, Planning Board and Zoning Committee meetings. The Zoning Committee met with the planner to review any necessary revisions to the current sign ordinance. It was deemed consistent and suggested no changes. She plans to attend the upcoming Municipal Alliance meeting. Mrs. Spann reported on Traffic Subcommittee meeting where residents of Station Road concerns were addressed. There will be discussion and follow up for the change to the Station Road/Halsey Reed Road sign to provide a better visual aid for all drivers to make the correct turn and alleviate vehicles being stuck on a dead-end residential road.

Mayor

Mayor Rogers – The following items were covered under the Mayor's Updates and Upcoming Events;

- **Mayor's Wellness Committee:**

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-Healthy Town Up and Coming – a designation by NJ League of Municipality & NJ Healthcare Quality Institute; awarded to towns that make their communities “healthier places to live, work, and play”.

- **Lake Dredging** – Restoration phase
- **Annual Banquet for Cranbury Fire Co. & Cranbury First Aid Squad** – Recognized top responders and years of service. A nice night at the Cranbury Inn was had by all –727 calls for fire, 1780 calls for first aid
- **24th Annual Craft Show** – Cranbury Education Foundation had over 1,800 attendees; over 100 vendors; EDAC helped promote, Lions Club hosted daily raffle, volunteers (parents and students) helped w/event and local business donated food – It took a village to put on this event.

Sustainability:

- **Municipal Energy Audit** - Staff reviewed draft. 4/1 meeting set w/NJ Clean Energy program auditors to discuss.
- **Community Solar Resolution** –EC recommended adoption; up for review by TC
- **Resiliency** – subcommittee discussed SW infrastructure inventory/mapping; resolution on agenda in support of municipalities having the ability to adopt more protective flood prevention and SWM regulations for residential developments than current NJDEP regulations
- **Download Recycling Coach app** – recycling pick-up reminders, a “what goes where” search tool, and quizzes

Upcoming Events Schedule

Reminders:

- **March 16:** Gentle Yoga w/Ruth Gatling from in Motion Fitness & Wellness; Zoom
- **March 7-30: Gourgaud Gallery** 9 am – 3 pm – Stop by to see Cranbury School’s artists!
- **April 23** – Town-wide Yard Sale – sponsored by CBA
- **April 30-May 1** – Clean Up Weekend; Bring items to Public Works Yard, 100 Dey Rd.
- **Summer:** Cranbury Recreation Camps; Art & Steam Camps by Cranbury Arts Council

325 Anniversary Events:

- **April 3** – Art in the Parks; 1-3 pm
- **April 23** - Stream Clean Up; 9-11 am - Village Park
- **Cranbury School:** Mayors Walk to School (April 21); Earth Day (April 22)
- Send Cranbury iconic photos to mferrante@cranbury-nj.com

Department Heads: No report.

Boards – EDAC – Darek Hahn, Lisa Kniernim, Delpha George, and Tamara Vostek, were present to provide presentation on accomplishments, initiatives and future goals.

Agenda Additions/Changes – None

Boards and Commissions – No appointments made.

Vacancies: Mayor Rogers announced vacancies on Board of Recreation, Municipal Alliance, and Planning Board.

Ordinances –

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First Reading - None

Second Reading –

– Ms. Rubin read the following ordinance by title only:

CRANBURY TOWNSHIP ORDINANCE 02-22-02

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

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, 2022 unless otherwise noted:

TITLE	ANNUAL SALARY RANGE			
	Minimum Salary	Maximum Salary	Minimum Hourly Rate	Maximum Hourly Rate
Mayor - Part Time	\$5,000	\$10,000		
Township Committee - Part Time	\$4,000	\$8,000		
Township Administrator/Director of Finance/ Chief Financial Officer/Treasurer – Full Time	\$125,000	\$200,000		
Township Clerk/Registrar - Full Time	\$60,000	\$100,000		
Deputy Clerk/Deputy Registrar/Board Secretary - Full Time	\$60,000	\$75,000		
Tax Assessor - Part Time	\$25,000	\$65,000		
Tax Collector - Part Time	\$10,000	\$18,000		
Chief of Police – Full Time	\$100,000	\$165,000		
Sewer Collector - Part Time	\$12,000	\$18,000		
Payroll Clerk – Part Time	\$8,000	\$12,000		
Construction Official/Building Inspector - Full Time	\$65,000	\$115,000		
Building Sub-Code/Building/Sr. Fire Inspector/Fire Subcode Official - Full Time	\$55,000	\$110,000		
Zoning Officer - Part Time	\$10,000	\$15,000		
Plumbing Subcode Official - Part Time	\$10,000	\$20,000		
Electrical Subcode Official - Part Time			\$15.00	\$38.00
Deputy Clerk - Full Time			\$25.00	\$35.00
Fire Official - Part Time	\$15,000	\$35,000		
Director of Recreation - Part Time	\$8,000	\$20,000		
Summer Recreation Art Director – Seasonal	\$3,000	\$6,000		
Summer Program Director – Seasonal	\$6,000	\$12,000		
Summer Program Employees – Seasonal			\$5.00	\$20.00

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Assistant Fire Official – Part Time	\$15.00	\$25.00
Deputy Treasurer – FT	\$16.00	\$35.00
Qualified Purchasing Agent/Accounts Payable Clerk/Tax Clerk/Sewer Clerk – FT	\$20.00	\$38.00
Tax Assessing Clerk	\$20.00	\$30.00
Planning/Zoning Admin. Officer/HPC Secretary - FT	\$21.00	\$35.00
Administrative Assistant to the Chief of Police - Full Time	\$18.00	\$30.00
School Crossing Guards - Part Time	\$11.00	\$24.00
Sr. Technical Assistant/Alt Deputy Registrar/Municipal Alliance Secretary - FT	\$15.00	\$35.00
Director of Public Works Mgr/Small Animal Control Officer/Property Standards Enforcement Officer/ Recycling Coordinator - FT	\$110,000	\$130,000
Office Assistant - FT	\$20.00	\$25.00
Heavy Equipment Operator/Sr Foreman - Full Time	\$20.00	\$45.00
Public Works Mechanic - Full Time	\$15.00	\$35.00
Public Works Employee/Sewer Assistant - Full Time	\$15.00	\$35.00
Public Works Employee – Full Time	\$15.00	\$35.00
Part Time Help	\$18.00	\$50.00
Board Secretary - Part Time	\$15.00	\$25.00
Emergency Incentive First Aid or Fire Responders	\$1.00	\$1.00

PAID HOLIDAYS for 2022

All non-bargaining unit full-time employees and certain part-time employees, shall be entitled to twelve (12) paid holidays annually as follows:

1. New Year's Day 2022 - December 31, 2021
2. Martin Luther King Day
3. President's Day
4. Memorial Day
5. Juneteenth – June 17
6. Independence Day
7. Labor Day
8. Veteran's Day
9. Thanksgiving Day
10. Friday after Thanksgiving Day
11. Christmas - December 26
12. Floating Holiday

HEALTH BENEFITS

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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.

Effective January 1, 2012 all employees who are enrolled in the health benefits program shall be required to premium share.

POLICE DEPARTMENT

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.

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.

Mayor Rogers opened for public comment on the ordinance only. Hearing none, the mayor closed the public comment on the ordinance.

Mayor Rogers opened for township committee members comment on the ordinance only. Hearing none, the mayor closed the township committee comment on the ordinance.

Mr. Ferrante made a motion to adopt the ordinance. Mrs. Spann seconded the motion. On a roll call vote, the ordinance was adopted.

Ayes: (El-Badawi
 (Ferrante
 (Scott
 (Spann
 (Rogers

Abstain: (None
Absent: (None
Nays: (None

Resolutions – Consent

Mayor Rogers asked the Township Committee if there were any questions or comments on the Consent Agenda items. Hearing none, the mayor asked for a motion to adopt the Consent Agenda items. On a motion by Mr. Ferrante, seconded by Mr. Scott the following Consent Agenda Resolution(s) were adopted unanimously by the following vote:

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Ayes: (El-Badawi
(Ferrante
(Spann
(Rogers

Abstain: (None
Absent: (Scott
Nays: (None

CRANBURY TOWNSHIP RESOLUTION #R 03-22-048

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 03-22-049

A RESOLUTION AUTHORIZING THE RELEASE OF ESCROW

WHEREAS, Rocket Pharma has deposited engineering and planning escrow with Cranbury Township; and

WHEREAS, Rocket Pharma has requested the release of the balance of said escrow in the amount of \$13,408.89.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Cranbury authorizes the release of the above escrow deposit.

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

- (a) Township Director of Finance

CRANBURY TOWNSHIP RESOLUTION R 03-22-050

A RESOLUTION AUTHORIZING THE RELEASE OF ESCROW

WHEREAS, Prologis has deposited planning escrow with Cranbury Township for 6 Santa Fe Way

WHEREAS, Prologis has requested the release of the balance of said escrow in the amount of \$4199.00.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Cranbury authorizes the release of the above escrow deposit.

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

- (a) Township Director of Finance

Cranbury Township Resolution # R 03-22-051

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S**

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“Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964”

FORM OF RESOLUTION

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit’s hiring practices comply with the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964,” *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit’s hiring practices as they pertain to the consideration of an individual’s criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Cranbury, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit’s hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

Cranbury Township Resolution # R 03-22-052

A RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT WITH THE EAST WINDSOR MUNICIPAL UTILITY AUTHORITY FOR REGULAR AND EMERGENCY OPERATION AND MAINTENANCE FOR CRANBURY TOWNSHIP’S SANITARY SEWER SERVICES

WHEREAS, the Township of Cranbury and the East Windsor Municipal Utility Authority entered into a shared services agreement for the regular and emergency operation and maintenance of Cranbury’s sanitary sewer; and

WHEREAS, the East Windsor Utility Authority has agreed to continue said Agreement for 2021 and 2022 as set forth in the attached agreement; and

WHEREAS, the total fee for 2021 is \$177,845.86 and \$177,018.72 for 2022; and

WHEREAS, the Chief Financial Officer has certified that there will be sufficient funds for these services; and

WHEREAS, such agreements are authorized pursuant to the Uniform Shared Services Consolidation Act, N.J.S.A. 40A:65-1 et. seq.

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

1. Said Agreement is hereby authorized for a period commencing January 1, 2021 through December 31, 2022.

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2. A copy of the Agreement shall be available for public inspection in the Township Clerk's Office during regular business hours.

Cranbury Township Resolution #R 03-22-053

Resolution in Support of the Ability of Municipalities to Adopt Regulations to Protect Public Health, Safety, and Welfare from Threats of Flooding

WHEREAS, in recent years, residents have experienced more frequent and severe storms, which have caused increased flooding and flood damage in the municipality;

WHEREAS, the increase of flooding events and flood damage threatens the public health, safety, and welfare, imposes economic damages to residents, and taxes municipal services that are forced to respond to increased flooding;

WHEREAS, pursuant to N.J.A.C. 7:8-1.5(a), municipalities are permitted to impose additional or more stringent stormwater management requirements than the model ordinance promulgated by the New Jersey Department of Environmental Protection ("NJDEP");

WHEREAS, each municipality has unique situations that may require additional or more stringent regulations in order to be in full compliance with the controlling state and federal statutes, regulations, and permits, and in order to protect their residents from threats of flooding and flooding related damage;

WHEREAS, the New Jersey Department of Community Affairs is considering proposed regulations that would further curtail a municipality's ability to protect its residents from the threat of flooding and flood related damage;

NOW THEREFORE, BE IT RESOLVED by the Cranbury Township Committee that it supports regulations that provide flexibility to municipalities to adopt additional and/or more stringent stormwater regulations, in order to allow municipalities to protect its residents from threats of flooding and flood damage;

BE IT FURTHER RESOLVED, that the Cranbury Township Committee opposes the continuation of any Residential Site Improvement Standard regulations that would limit a municipality's ability to establish more protective flood prevention and stormwater management regulations than the model ordinances promulgated by the NJDEP; and

BE IT FURTHER RESOLVED, that the Cranbury Township Committee requests the Governor and the state legislature take action to ensure that the Residential Site Improvement Standards do not limit a municipality's ability to protect its residents from the threat of flooding; and

BE IT FURTHER RESOLVED, that the Cranbury Township Committee requests the NJDEP to take whatever legal action available to ensure that a municipality's ability to protect its residents from flooding is not in any way impeded or restricted.

Public Comment

Mayor Rogers opened the meeting to public comment. She provided the following that were sent prior to the meeting:

- Rich Giarrusso: Solicited feedback from residents impacted by traffic on Station Rd. Received response from 10 residents.

Mayor Rogers opened public comment to those in attendance:

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- Mike Pisauo – Watershed – he thanked the governing body for passing the following resolution:
Cranbury Township Resolution #R 03-22-053 - Resolution in Support of the Ability of
Municipalities to Adopt Regulations to Protect Public Health, Safety, and Welfare from Threats of
Flooding

Mayor Rogers closed the public comment portion at 8:22 p.m.

Action Items:

- Station Road – Traffic Subcommittee – Mr. Scott
- Station Road – Signage – Mrs. Spann
- Fire Department Update – Scheduled for May 9th
- Art competition – photos – Mr. Ferrante and Mayor Rogers

Adjourn

Mayor Rogers requested a motion to adjourn. On motion by Mr. Ferrante, seconded by Mrs. Spann and unanimously carried, the meeting adjourned at 8:24 p.m.

Debra A. Rubin, RMC
Municipal Clerk