

TOWNSHIP COMMITTEE REGULAR MEETING
October 24, 2022

The Township Committee Meeting of the Township of Cranbury was held at 7:00 p.m. in the Meeting Room of Town Hall. 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 and August 12, 2022.

Filed on January 5, 2022 and August 12, 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.

Sent to those individuals who have requested personal notice.

Approval of Minutes: Mayor Rogers asked if any members of the Township Committee would like to address changes or amendments to the following minutes. Ms. Spann requested an amendment to the September 12, 2022 minutes. Hearing no other comments, Mayor Rogers asked for a motion to adopt the following minutes as amended:

-- Township Committee Regular Meeting Minutes September 12, 2022;

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

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

Abstain: (None
Absent: (Scott

Nays: (None

the Township Committee Regular Meeting Minutes of September 12, 2022 were unanimously adopted as amended.

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 October 3, 2022;

On a motion by Ms. Spann, seconded by Mr. Ferrante, along with the following roll call vote of the members of the Township Committee;

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

Abstain: (None
Absent: (Scott

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Nays: (None)

the Township Committee Regular Meeting Minutes of October 3, 2022 were unanimously adopted.

Reports and Communications

Presentation – Scout Project

Mr. Oleg Brennan of Troop 52B presented his Township Recreation Shed Reorganization Eagle Scout Project. He provided photographs as well as an example of how he planned to rebuild the shelving. Mr. Brennan demonstrated how the shelving would be built, the material used and how it would create added space to the shed.

Mayor Rogers inquired if Mr. Brennan took the current inventory into account to ensure that all items would fit. Mr. Brennan was able to confirm he took the necessary measurements. Ms. El-Badawi commended him on his project idea and appreciates the functionality of the project. She encouraged him to utilize repurposed/recycled wood. Ms. Spann inquired about the timeline for completion the project and Mr. Brennan provided his projected timeframe. The Township Committee thanked Mr. Brennan for his project and approved same.

Members of Committee

- Mrs. El-Badawi – Mrs. El-Badawi reported on her attendance at the Parks Commission and Economic Development Advisory Committee (EDAC) meetings. She reported that the Historic Preservation Committee presented the historic signage project to EDAC. She also provided an update to the 1713 East Jersey Cottage on behalf of the Cranbury Historical and Preservation Society.
- Mr. Ferrante – Mr. Ferrante reported on his attendance at the Planning Board, Library Board of Trustees and interactions with Cranbury Housing Associates leaders. He provided an update to the library grand opening.
- Mr. Scott – Mr. Scott was absent.
- Mrs. Spann – Mrs. Spann reported on her attendance at the Municipal Alliance meeting. She also reported on her attendance to the Traffic and Safety Subcommittee Meeting and provided traffic calming and signage updates.

Mayor

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

Reports & Communications:

- **Sustainable Jersey** – Mayor Rogers announced that Cranbury Township received silver certification. It is the Township's first silver certification after twelve years of bronze certification.
- **Cranbury Scroll** - Mayor Rogers reminded residents to sign the Cranbury Scroll that will greet Cranbury residents in 2047.
- **Anchor Tax Rebate** – Mayor Rogers reported on the New Jersey Division of Taxation initiative for residents to research.
- **Mayors Wellness Campaign** – Two mobile health clinic vans will be stationed at Cranbury School for free health services on November 10th.
- **New Jersey Association for Environmental Commissions** – Mayor Rogers reported on her attendance to this meeting. She reported on climate resilience and stormwater utilities from the Department of Environmental Protection.

Reminders:

- **October 31 – Halloween – Trick or Treat** – All streets will remain open; no portions of Cranbury will be shut down. There will be added signage, lighting and officers stationed around Cranbury to ensure a safe Halloween holiday.
- **November 19** – Upcoming Library Grand Opening with day filled with events and speakers.

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325 Anniversary Events:

- **Tour de Cranbury:** Anticipated for Spring 2023

Department Heads

Police Department:

Chief Michael Owens, Chief of Police, gave his September to October 11th report. Chief Owens confirmed the Police Department is prepared for another safe and successful Halloween. The Department will have additional staff and traffic calming controls throughout the community in place. Chief Owens also reported on his membership to the Traffic and Safety Committee of the Chiefs of Police Association. Chief Owens thanked members of the Township Committee and Township professionals for their support during the untimely passing of Officer Todd Galla. Chief Owens reported that Officer Galla was a leader and a mentor to new officers who proudly served Cranbury for seventeen years and will be missed.

Administrator/Chief Financial Officer:

Ms. Marabello reviewed the "Best Practices Check List" for 2022 with the Township Committee. After reviewed, it will be certified and submitted to the State of New Jersey before the November deadline.

Agenda Additions/Changes – None

Boards and Commissions –

Mayoral Appointments:

- Municipal Alliance – Elizabeth Grimaldi has been appointed as Member from previous 2nd Alternate membership, term expiring 12/31/23; Maria Benefore has been appointed to Member, term expiring 12/31/22.

Vacancies:

- Parks Commission – 2nd Alternate, expiring 12/31/22
- Municipal Alliance – There are two vacancies:
 - 1st Alternate expiring 12/31/22; and
 - 2nd Alternate expiring 12/31/22

Ordinances –

First Reading – None

Second Reading – 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 Ms. Spann the following Consent Agenda Resolution(s) were unanimously adopted by the following vote:

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

Abstain: (None
Absent: (Scott

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Nays: (None)

CRANBURY TOWNSHIP RESOLUTION #R 09-22-118

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 10-22-119

APPOINTMENT TO MUNICIPAL ALLIANCE COMMITTEE

WHEREAS, it is necessary to make the following appointments,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury that the following individuals are appointed as members on the Municipal Alliance Committee and terms noted effective October 24, 2022:

<u>NAME</u>	<u>APPOINTMENT</u>	<u>TERM ENDING</u>
Elizabeth Grimaldi	Member	12/31/23
Maria Benerofe	Member	13/31/22

CRANBURY TOWNSHIP RESOLUTION # R 10-22-120

RESOLUTION OF THE TOWNSHIP OF CRANBURY, NJ

**A RESOLUTION AUTHORIZING THE RELEASE OF A PERFORMANCE GUARANTEE FOR ALFIERI
- HALF ACRE PARK NORTH**

WHEREAS, Alfieri Cranbury Half Acre Park has requested the release of their performance guarantee previously posted with the Township in accordance with Planning Board approval and

WHEREAS, the Township Engineer has, in a letter dated October 13, 2022 (attached hereto as "Exhibit A") recommended that the following performance guarantee be released:

Bond	\$ 246,727.46
Cash Deposit	\$ 27,414.16

WHEREAS, the Township Engineer has stated a maintenance guarantee shall be posted with the Township for a period not to exceed two (2) years after final acceptance of the improvements in an amount not to exceed 15% of the cost of the improvement. The amount of the required maintenance guarantee to be posted with the Township is \$114,225.68 of which a minimum of \$11,422.57 must be in cash, and the maintenance period shall be for a period of two years to October 24, 2024.

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

It has reviewed, agrees with and hereby accepts all recommendations of the Township Engineer as set forth in "Exhibit A".

1. It hereby authorizes the release of performance guarantees set forth in the Township Engineer's letter referenced above.
2. The Township hereby accepts the public improvements, if any so designated pursuant to the Planning Board's approval.

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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 Engineer
- (b) Township Chief Financial Officer
- (c) Alfieri-Half Acre Park

CRANBURY TOWNSHIP # R 10-22-121

**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 2022 in the sum of \$29,680.00 which item is now available as a revenue from Middlesex County to the provision of statute, and

Section 2

BE IT FURTHER RESOLVED that a like sum of \$29,680.00 is hereby appropriated under the caption "Community Development Block Grant 2021-2022".

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 Chief Financial Officer

Work Session – Proposed Township Committee Dates for 2023

Debra Rubin, Municipal Clerk, reviewed the proposed dates with the Township Committee. She reminded the Committee that meetings for every board/commission are now scheduled to meet in the Township Meeting Room for live streaming purposes. She also highlighted two evenings in which Township Committee meetings will take place on a Tuesday night instead of a Monday night due to holiday conflicts. The Township Committee commended Ms. Rubin on the preparation of the proposed schedule.

Hearing no other comments or questions, Mayor Rogers asked for a motion to approve the proposed 2023 Township Committee meeting dates. On a motion by Mr. Ferrante, seconded by Ms. Spann, along with the following roll call vote of the members of the Township Committee;

Ayes: (El-Badawi
(Ferrante

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(Spann
(Rogers

Abstain: (None
Absent: (Scott

Nays: (None

the Township Committee unanimously approved the proposed 2023 Township Committee meeting dates.

Public Comment

Mayor Rogers then opened the meeting to general public comment.

Seeing none, Mayor Rogers closed the public comment portion at 8:12 p.m.

Action Items:

- Ms. Spann will provide a draft letter on behalf of Municipal Alliance for their mailing initiative
- Ms. Marabello will provide a copy of the Best Practices Inventory to Township Committee

Adjourn

Mayor Rogers requested a motion to adjourn. On motion by Mr. Ferrante, seconded by Ms. Spann and unanimously carried, the meeting adjourned at 8:13 p.m.

Debra A. Rubin, RMC
Debra A. Rubin, RMC
Municipal Clerk