

TOWNSHIP COMMITTEE REGULAR MEETING
February 27, 2023

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, Lisa Knierim, Dr. Barbara Rogers, and Mayor Michael Ferrante. Matthew Scott was excused absent. Also present were Denise Marabello, Township Administrator/CFO and Debra Rubin, Municipal Clerk. Mayor Ferrante 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 6, 2023.

Filed on January 6, 2023 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 Ferrante asked if any members of the Township Committee would like to address changes or amendments to the following minutes. Hearing none, Mayor Ferrante asked for a motion to adopt the following minutes:

-- Township Committee Regular Meeting Minutes February 13, 2023

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

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

Abstain: (None

Absent: (Scott

Nays: (None

the Township Committee Regular Meeting Minutes of February 13, 2023 were unanimously adopted by members present.

Reports and Communications:

Members of Committee

- Mr. Scott – Mr. Scott was absent.
- Ms. Knierim – Ms. Knierim reported on her attendance at the Environmental Commission meeting as the Historic Preservation Commission meeting was cancelled. She reported she plans to attend the upcoming Economic Development Advisory Committee meeting.
- Dr. Rogers – Dr. Rogers thanked Ms. Knierim for attending the Environmental Commission meeting in her absence. She reported on her attendance at the Board of Education and Traffic Subcommittee meetings. The Traffic Subcommittee discussed potential gateway signage and lit crosswalks. She also reported on her attendance at the Watershed Conference at the Watershed Institute.
- Ms. El-Badawi – Ms. El-Badawi offered her condolences to those impacted by the earthquakes in Turkey and Syria and encouraged the public to research ways to donate to help those affected. She reported on the Mayors Wellness Campaign about the City Health Dashboard data. She also

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reported on Cranbury being awarded the 2022 bronze level designation "Healthy Up and Coming Township" from the NJ Health Care Quality Institute. She reported that the upcoming Development Review Commission and Zoning Board meetings will be cancelled. She reported on her upcoming attendance at the Planning Board meeting and her attendance at the Municipal Alliance meeting.

Mayor

Mayor Ferrante – Mayor Ferrante reported on his attendance at the library board retreat and his visit to The Elms. He also reported that Cranbury has been awarded the 2022 bronze level designation "Healthy Up and Coming Town" from the NJ Health Care Quality Institute. He added that the library has tested their livestream capabilities to the township YouTube channel to host larger township meetings in the future. He also highlighted several upcoming town-wide events.

Reminders:

- **March 4th and 5th** – 25th Annual Craft Show
- **March 4th-31st** – Gourgaud Gallery Cranbury School Exhibit
- **March 9th-11th** – Cranbury School Musical
- **March 28th** – New Neighbor's Reception
- **April 24-30** – Tentative Cranbury School's 125th Anniversary Celebration Week
- **April 28th-30th** – Cranbury School is Turning 125
- **April 29** – Town-wide Garage Sale
- **May 7** – Tour de Cranbury Biking Event and 1713 House Celebration
- **TBD** – Arts in the Park/Walking Trail Celebration Event

Department Heads: Library Update

Library Director Brooke Basista discussed the current state of the library. She thanked the Township Committee for the agreement between the township and library. She highlighted upcoming programs offered by the library, as well as, facilities available to the public.

Follow-up Items: None.

Agenda Additions/Changes: None.

Boards and Commissions – Mayoral Appointments/Vacancies

Mayoral Appointments:

- Jason Mildenberg to Development Review Committee (Environmental Commission Representative) with term expiring 12/31/23

Vacancies:

- **Economic Development Advisory Committee:**
 - Member (CBA/Chamber of Commerce Representative), expiring 12/31/24;
 - Member, expiring 12/31/24
- **Municipal Alliance:**
 - 2nd Alternate expiring 12/31/23.
- **Parks Commission:**
 - 2nd Alternate, expiring 12/31/23

Ordinances:

First Reading –

Prior to Ms. Rubin reading the following ordinance by title only, Mayor Ferrante summarized the ordinance for the public. Ms. Rubin then read the following ordinance by title only:

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a). Township of Cranbury Ordinance # 02-23-05 – An Ordinance 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”

Ms. El-Badawi made a motion to introduce the following ordinance. Ms. Knierim seconded the motion. On a roll call vote, the ordinance was introduced unanimously by those present. Second reading will be held on March 13, 2023.

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

Abstain: (None
Absent: (Scott

Nays: (None

Second Reading –

Prior to Ms. Rubin reading the following ordinance by title only, Mayor Ferrante summarized the ordinance for the public. Ms. Rubin then read the following ordinance by title only:

CRANBURY TOWNSHIP ORDINANCE 02-23-03

AN ORDINANCE ADDING CHAPTER 105 OF THE TOWNSHIP OF CRANBURY CODE CREATING LIABILITY INSURANCE REQUIREMENTS AND FORMING AN INSURANCE REGISTRY FOR BUSINESS AND RENTAL UNIT OWNERS PURSUANT TO P.L. 2022, c.92.

WHEREAS, Governor Murphy signed Senate Bill 1368 into law on August 5, 2022, adopted as P.L. 2022, c.92; and

WHEREAS, P.L. 2022, c.92 requires business owners and rental unit owners to maintain \$500,000 of liability insurance, and owner-occupied multi-family dwellings with four units or less to maintain \$300,000 of liability insurance; and

WHEREAS, municipalities must establish business insurance registries for those required to maintain liability insurance minimums under P.L. 2022, c.92; and

WHEREAS, business and rental unit owners must provide municipalities a certificate of insurance to establish annual compliance with P.L. 2022, c.92; and

WHEREAS, municipalities may charge an administrative fee for the provision of a certificate of registration with the business registry; and

WHEREAS, municipalities may impose a fine for an owner's failure to maintain the necessary coverage or failure to provide a certificate of insurance; and

WHEREAS, the Township Committee of the Township of Cranbury believes it to be in the Township's best interest to adopt an ordinance in conformance with, and required by, P.L. 2022, c.92.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Township Committee of the Township of Cranbury, County of Middlesex, State of New Jersey that the Code of the Township of Cranbury is hereby supplemented to add Chapter 105, entitled “Business Insurance Requirements and Registry”:

ARTICLE I.

Chapter 105: BUSINESS INSURANCE REQUIREMENTS AND REGISTRY.

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105-1 Purpose.

This section implements the provisions of P.L. 2022, c.92, requiring business owners, owners of rental units, and owners of owner-occupied multi-family units to maintain certain liability insurance minimums, and requiring the creation of a municipal business insurance registry.

105-2 Business Insurance Required.

a. Except as provided in Subsection 105-2(b), business owners or owners of rental units located in the Township of Cranbury must maintain liability insurance for negligent acts and omissions, at a policy minimum of \$500,000 for combined property damage and bodily injury to or death of one of more persons in any one accident or occurrence.

b. Owners of multi-family dwellings located in the Township of Cranbury, with four or fewer units, of which one unit is owner-occupied, must maintain liability insurance for negligent acts and omissions, at a policy minimum of \$300,000 for combined property damage and bodily injury to or death of one of more persons in any one accident or occurrence.

105-3 Business Insurance Registry.

Owners subject to the minimum liability insurance requirements provided in this Chapter must annually register a certificate of insurance issued by the owner's insurance company to demonstrate compliance with Subsection 105-2.

To complete annual registration, the owner must file the following documents with the Township Clerk or the Clerk's designee:

- a. A valid certificate of insurance supplied by the insurance company that issued the policy;
- b. Business name, if applicable;
- c. Name of business owner or property owner;
- d. Address of business or property;
- e. Date of issuance and expiration of insurance policy;
- f. Contact information for business or property owner; and
- g. \$20 administrative fee.

105-4 Certification of Registration.

Upon satisfaction of the registration requirements in Subsection 105-3, the Township Clerk or the Clerk's designee shall issue a certificate of registration to the owner. This certificate of registration shall act as proof of compliance with this Chapter. A certificate of registration shall be valid for the calendar year expiring December 31st of each licensed year.

105-5 Fine for Noncompliance.

If an owner fails to maintain the required level of insurance or fails to file annual registration, the Township may impose a fine against the owner of not less than \$500 but no more than \$5,000 by way of summary proceeding pursuant to N.J.S.A. 2A:58-10.

ARTICLE II. REPEALER, SEVERABILITY AND EFFECTIVE DATE.

A. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.

B. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.

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C. Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law. All owners subject to Subsection 105-2 must comply with this Ordinance in accordance to the deadlines provided in P.L. 2022, c.92.

Mayor Ferrante opened for public comment on the ordinance only.

Hearing none, Mayor Ferrante closed the public comment on the ordinance.

Mayor Ferrante opened for township committee members comment on the ordinance only.

Hearing none, Mayor Ferrante closed the township committee comment on the ordinance.

Dr. Rogers made a motion to adopt the ordinance. Ms. Knierim seconded the motion. On a roll call vote, the ordinance was unanimously adopted by the members present.

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

Abstain: (None
Absent: (Scott

Nays: (None

Prior to Ms. Rubin reading the following ordinance by title only, Mayor Ferrante summarized the ordinance for the public. Ms. Rubin then read the following ordinance by title only:

CRANBURY TOWNSHIP ORDINANCE 02-23-04

**AN ORDINANCE AMENDING THE CODE OF THE TOWNSHIP OF CRANBURY,
MIDDLESEX COUNTY, NJ, CHAPTER 82 ENTITLED "FEES"**

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

SECTION 1. The recitals contained in the foregoing preamble are incorporated herein as if fully restated.

Section 82-1 of the Code of the Township of Cranbury ("Code"), entitled "Government Records" is hereby amended and shall read as follows (additions are underlined; deletions are in [brackets]):

§ 82-1. Government Records.

C. (2) Miscellaneous Records.

[(a) Audio recording of meeting: \$0.50 per CD.]

[(b) Street map: \$5.]

[(c) Master Plan: \$50.]

[(d) Township Code book: also available on the Township's website-at no cost.]

(a) Basic per page copy fees, actual cost not to exceed:

▪ 8 ½ x 11 \$0.05 per page

▪ 8 ½ x 14 \$0.07 per page

(b) Maps/Blueprints – actual cost

(c) Audio – actual cost; and

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(d) Electronic medium (i.e. computer disk, CD-ROM, USB, Flash Drive)
– actual cost.

SECTION 2. Repealer. All ordinances and resolutions, or parts thereof, inconsistent with this Ordinance, are hereby repealed.

SECTION 3. Severability. If any section, paragraph, subsection, clause, or provision of this Ordinance shall be adjudged to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and the remainder of this Ordinance shall be deemed valid and effective.

SECTION 4. Effective Date. This Ordinance shall take effect immediately upon its passage and publication, as required by law.

Mayor Ferrante opened for public comment on the ordinance only.

Hearing none, Mayor Ferrante closed the public comment on the ordinance.

Mayor Ferrante opened for township committee members comment on the ordinance only.

Hearing none, Mayor Ferrante closed the township committee comment on the ordinance.

Ms. Knierim made a motion to adopt the ordinance. Dr. Rogers seconded the motion. On a roll call vote, the ordinance was unanimously adopted by the members present.

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

Abstain: (None
Absent: (Scott

Nays: (None

Resolutions – Consent

Mayor Ferrante asked the Committee if there were any questions or if any items on the Consent Agenda should be addressed separately. Hearing none, Mayor Ferrante asked for a motion to approve the Consent Agenda. On motion by Dr. Rogers, seconded by Ms. Knierim, the Consent Resolutions were passed unanimously by Township Committee members present.

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

Abstain: (None
Absent: (Scott

Nays: (None

CRANBURY TOWNSHIP RESOLUTION # R 02-23-034

NOW, THEREFORE, BE IT RESOLVED, by the Township of Cranbury that all bills and claims as audited and found to be correct be paid;

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CRANBURY TOWNSHIP RESOLUTION # R 02-23-035

APPOINTMENT OF ELECTRICAL SUBCODE OFFICIAL

NOW, THEREFORE, BE IT RESOLVED, BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CRANBURY, that Robert Davies be appointed to the position of Electrical Subcode Official, at an hourly rate of \$45.00, effective March 1, 2023.

CRANBURY TOWNSHIP RESOLUTION # R 02-23-036

APPOINTMENT TO MUNICIPAL ALLIANCE COMMITTEE

WHEREAS, it is necessary to make the following appointment,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Cranbury that the following individual(s) is appointed to the position(s) and term(s) noted effective February 27, 2023:

TOWNSHIP COMMITTEE APPOINTMENTS

NAME	APPOINTMENT	TERM ENDING
Jennifer Diszler, 1 st Alternate	Municipal Alliance Committee	12/31/23

CRANBURY TOWNSHIP RESOLUTION # R 02-23-037

**RESOLUTION AUTHORIZING THE EXECUTION OF AN
AGREEMENT BETWEEN
TOWNSHIP OF CRANBURY AND
CRANBURY PUBLIC LIBRARY**

BE IT RESOLVED, by the Township Committee of the Township of Cranbury, County of Middlesex, State of New Jersey, that the Township is authorized to execute the agreement with Cranbury Public Library (CPL)

BE IT FURTHER RESOLVED that the Mayor and Clerk are authorized and directed to execute the Agreement.

CRANBURY TOWNSHIP RESOLUTION #02-23-038

RESOLUTION OF THE TOWNSHIP OF CRANBURY, NJ

A RESOLUTION AUTHORIZING THE RELEASE OF ESCROW

WHEREAS, Woodmont Properties has deposited planning escrow with Cranbury Township

WHEREAS, Woodmont Properties has requested the release of the balance of said escrow in the amount of \$4,432.00.

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

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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 Director of Finance
- (b) Woodmont Properties

Public Comment

Mayor Ferrante reminded the public of the three (3) minute time limit for public comment. Mayor Ferrante then opened the meeting to public questions and comment.

- Richard Kallan – Mr. Kallan thanked the Township Committee for fixing the audio sound system.
- Paul Mullen – Mr. Mullen reported on the benches procured for Reinhardt Preserve. He was unaware that the Environmental Commission had to request approval by Township Committee prior to placing them in the preserve. He requested the Township approve the placement of the benches as presented.
- Richard Letter – Mr. Letter stated that he is in support of the benches at Reinhardt Preserve. He reported on a pipe left at Brainerd Lake after completion of the dredging project. Mr. Letter requested more speed enforcement and traffic control in the Township.

Hearing and seeing no one else, Mayor Ferrante closed public comment.

Mayor Ferrante requested a straw poll regarding the incorporation of benches at Reinhardt Preserve. Ms. Marabello clarified that if any improvements are to be made to Township property, it must be requested and approved by Township Committee. The members of the Township Committee present approved the Environmental Commission's request to incorporate the benches at Reinhardt Preserve.

Ms. Marabello advised that she has corresponded with the Township Engineer and the Department of Public Works to remove the pipe from Brainerd Lake.

Mayor Ferrante also addressed the speeding and traffic control concerns. He reported on the creation of lighted crosswalks that were constructed in town as well as the creation of the Traffic Bureau within the Police Department.

Action Items –

- Ms. Marabello to report on the status of the pipe removal from Brainerd Lake.
- Traffic and speeding enforcement will be discussed at the next Traffic Subcommittee meeting.
- Mayor Ferrante will include the link on the township website to report traffic complaints in his Mayor's Update.

Resolution – Closed Session

Mayor Ferrante asked for a motion to approve the Closed Session resolution(s). On a motion by Ms. El-Badawi, seconded by Dr. Rogers the following Closed Session resolution (s) was adopted unanimously by the following vote:

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

Abstain: (None
Absent: (Scott

Nays: (None

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CRANBURY TOWNSHIP RESOLUTION # R 02-23-039

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:

--- **N.J.S.A. 10:4-12b** (7) pending or anticipated litigation or contract negotiation other than in subsection b. (4) herein in which the public body is, or may become, a party, or matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer

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.

Closed Session:

Mayor Ferrante announced to the public that the meeting would be going into Closed Session. He explained to the public that they will be turning off the livestream and must exit the Township Committee Room. The public is allowed to wait in the hallway if they chose to wait for meeting to resume after Closed Session.

The Closed Session ended at 8:30 p.m.

Adjourn

Mayor Ferrante requested a motion to adjourn. On a motion by Dr. Rogers, seconded by Ms. El-Badawi and unanimously carried, the meeting adjourned at 8:32 p.m.

Debra Rubin

Debra A. Rubin, RMC
Municipal Clerk