

The Minutes of the **Capital Budget Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **February 10, 2022** at **5:34 p.m.** in Room 108.

THIS MEETING IS IN COMPLIANCE WITH THE "OPEN PUBLIC MEETINGS ACT" AS ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED BY E-MAILING THE ANNUAL SCHEDULE OF MEETINGS TO THE WESTFIELD LEADER, THE UNION COUNTY LOCAL SOURCE, THE STAR LEDGER, AND TAP INTO CRANFORD, BY POSTING SUCH ANNUAL MEETING SCHEDULE ON A BULLETIN BOARD IN THE TOWN HALL RESERVED FOR SUCH ANNOUNCEMENTS AND THE FILING OF SAID NOTICE WITH THE TOWNSHIP CLERK OF CRANFORD. FORMAL ACTION MAY BE TAKEN AT THIS MEETING.

Present: Mayor Kathleen Prunty  
Deputy Mayor Jason Gareis  
Commissioner Brian Andrews  
Commissioner Gina Black  
Commissioner Mary O'Connor

Absent: None

Administrator Jamie Cryan, Township Attorney Ryan Cooper, Chief Financial Officer Lavona Patterson and Township Clerk Patricia Donahue were present.

### **Public Comments**

Mayor Miller Prunty opened the public comments portion of the meeting and asked if there were any questions or comments. Hearing no comments, Mayor Miller Prunty closed the public comment portion of the meeting.

### **Library**

Library Director Michael Maziekien provided statistics about the Cranford Library. He stated that the Library's circulation of items was the third highest in Union County and the Library held the fifth position in the County for most utilized. Mr. Maziekien noted that the Children's Room was overcrowded. He stated that the Library sought to double the size of the Children's Room. Mr. Maziekien stated that access to the Children's Room was an issue and that the Library sought to improve the safety associated with the Children's Room. Mr. Maziekien stated that while the Library's collection of non-children resources could be reduced, it was difficult to reduce the children's collection as everyone utilized the children's collection.

Mr. Maziekien stated that the Library had increased their funding for capital reserves. He spoke about the "Friends of the Cranford Library" group and noted that the Library would plan to raise soft cost funding in the amount of \$273,382. Mr. Maziekien stated that the Library's funding

request to the Township was for \$827,440. He noted that the Library had not requested monies since 2018. Commissioner Black inquired if the Library's request was an "all or nothing" request and whether the request could be broken down into smaller bites. Mayor Miller Prunty inquired about the vision for the Children's Room. Mr. Maziekien responded that the Children's Room was 2,500 square feet and that the proposed expansion would add another 2,500 square feet of space.

Discussion then ensued about fundraising goals for the Library and whether the recent Township ordinance pertaining to funding the Library's expansion was dependent on the Library winning State of New Jersey grant monies.

### **Police Department**

Police Chief Ryan Greco spoke about the Police Department's request for funding for Mobile Data Terminals (for \$20,000) and E-Ticketing Systems (for \$35,000). A brief discussion ensued.

### **Fire Department**

Fire Chief Dan Czeh spoke about the Fire Department's funding requests, specifically:

- SCBA replacement (for \$436,526)
- SCBA explosive Containment Upgrade (for \$20,000)
- Engine 1 AFG 10 per cent Requirement (for \$85,000)
- Mobile Data Terminals (for \$55,000)
- Roof Replacement (for \$250,000)

Discussion ensued regarding vehicle replacement. Chief Czeh advised that two apparatus would need to be replaced in 2023 unless the Township Committee allocated funding for the purchase of one of the apparatus this year. Chief Czeh referred to Engine 1 and Rescue 1 apparatus. Chief Czeh explained that it was highly unlikely that the AFG (Assistance to Firefighters) grant request would be approved to replace Engine 1 this year. He noted that one of the AFG grant requirements required that the Township have ten (10) per cent of the apparatus cost available. Chief Czeh noted that Cranford's high tax collection rate may be a reason for not getting grant approval. CFO Patterson inquired when the Township could anticipate an announcement regarding the AFG Grant. Chief Czeh advised that notices would be sent between April and July. Chief Czeh also advised that he would have another major Capital Budget request for the removal of the Underground Fuel tanks in 2023 due to age, New Jersey Department of Environmental Protection compliance issues and recurring fines.

### **Downtown Management Corporation**

District Management Corporation (DMC) Director Caren Demyen, spoke about her funding request for the Capital Improvement Plan (\$50,000). Chief Financial Officer (CFO) Patterson

asked if the Parking Study would come from a different funding stream. Ms. Demyen stated that it would be different funding as the Parking Study monies were never expended due to the COVID-19 pandemic.

Ms. Demyen then discussed funding for the replacement of holiday wreaths (\$60,000). Commissioner O'Connor inquired if there would be a complete replacement of the current wreaths and Ms. Demyen responded that there would be.

In regards to the proposed Capital Improvement Plan, Commissioner Black inquired if there was an overlap of studies. Discussion ensued. Commissioner O'Connor inquired about how the Capital Improvement Plan would assess roads that the Township doesn't own. Discussion ensued.

Commissioner Black inquired how many wreaths were expected to be purchased with the DMC's funding request of \$60,000. Ms. Demyen responded that 175 wreaths would be purchased. Ms. Patterson inquired about the wreaths' location. Ms. Demyen responded that the holiday wreaths would be hung in parking lots, in the Downtown area and on the Municipal Building.

### **Department of Public Works**

Department of Public Works (DPW) Superintendent Erik Hastrup spoke about two funding requests for 1) a John Deere 544 P Wheel Loader and 2) a Ford F450 Regular Cab/Chassis 4x4 DRW. Discussion ensued regarding the number of DPW trucks (Commissioner Andrews), the use of the proposed vehicles and the vehicle request expected for next year.

### **Engineering**

Ms. Jacqueline Dirmann, Township Consulting Engineer, spoke about the road work accomplished in years 2020 and 2021. Ms. Dirmann then reviewed a Preliminary 2022 Capital Road List. She stated that 1) green and grey-coded roads were regarded as roads which needed improvements, 2) the turquoise-coded roads were regarded as roads with drainage issues and/or curbing project needs, 3) the blue roads were regarded as "gas company" roads and 4) the orange-coded roads were regarded as New Jersey Department of Transportation-funded roads. Ms. Dirmann spoke about I & I (Inflow and Infiltration) projects and noted that such projects were eligible for unique "I Bank" funding.

CFO Patterson asked Ms. Dirmann to speak about curbing. Mayor Miller Prunty noted that the Township needed a policy. Discussion ensued including discussion about a proposed curbing proportion which would mandate curb replacement, how curbing alleviated muddy waters and funneled water into drains, when and who should pay for curbs, Belgian Blocks, cement and concrete curbs and how curbing helped the roads.

Ms. Patterson inquired about the status of the road projects at Brookside Place and Elm Street. Administrator Cryan inquired whether Nomahegan Court repairs could be conducted by the County and whether Blake Avenue could be completed by in-house staff. Further discussion ensued about these roads: Edgar Avenue, Kensington Avenue and Henley (Deputy Mayor Gareis) and Dietz Street, Hory Street and Myrtle Street (Commissioner Andrews). Mr. Cryan inquired about Rahway River desilting. Further discussion ensued regarding blue-coded and green-coded roads, Retford Avenue and Cranford Avenue.

Mayor Miller Prunty commended the work of Ms. Dirmann and DPW colleagues Mr. Hastrup and Mr. McClave for their work on the road assessment charts (rating system.) Ms. Dirmann noted that some of the roads did not need paving but needed I & I work. Ms. Dirmann spoke about Doering Way. Discussion then ensued regarding starting road work projects earlier. Ms. Patterson noted that soft costs should be utilized to pay for the design of roads so that projects could go out to bid as soon as the Capital Budget was adopted. Discussion ensued. Ms. Patterson noted that the Budget would be considered for “introduction” at the Township Committee’s March 29<sup>th</sup> Official Meeting.

### **Recreation Department**

Mr. Cryan spoke about HVAC (heating, ventilation and air conditioning) and netting needs at the Cranford Recreation Facility at 375 Centennial Avenue. Discussion ensued.

### **Public Comments**

Mayor Miller Prunty opened the public comments portion of the meeting and asked if there were any questions or comments. Hearing no comments, Mayor Miller Prunty closed the public comments portion of the meeting.

On motion of Deputy Mayor Gareis, seconded by Commissioner O’Connor and passed, the Township Committee adjourned at 7:33 p.m.

Respectfully submitted,

Patricia Donahue  
Township Clerk

Dated: February 10, 2022

