

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **February 20, 2024** at 7:00 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 MUNICIPAL BUILDING 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 Brian Andrews
Deputy Mayor Terrence Curran
Commissioner Paul A. Gallo
Commissioner Kathleen Miller Prunty
Commissioner Gina Black

Absent: None

Township Attorney Ryan Cooper, Business Administrator/CFO Lavona Patterson and Township Clerk Patricia Donahue were present.

Public Comments

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

Review Official Meeting Agenda

Mayor Andrews stated that proposed ordinance No. 2024-05 (which had been introduced at the February 6th Official Meeting) pertaining to the zoning designation at 102-104 and 106 South Avenue West would be amended and elaborated. A brief discussion ensued regarding the process of introducing and considering for adoption the proposed amended ordinance.

Honoring Guy Borges at Orange Avenue Pool

Mr. Craig Sands of 6 Woodshole Road spoke about material he had forwarded regarding Guy Borges. Mr. Sands inquired about the Township Committee members' interest in renaming the Orange Avenue Pool to honor the memory of Guy Borges. Discussion ensued including discussion pertaining to a plaque remembrance or the renaming of a street in Mr. Borges' memory. Further discussion ensued regarding 1) expected road work at the Orange Avenue Pool and 2) renaming the road leading into the Orange Ave Pool "Guy Borges Memorial Drive Orange Avenue Pool and Fields." Mr. Sands suggested a sign with the dimensions of three (3) feet by six (6) feet. Committee consensus was reached to honor Mr. Borges in some way.

Honorary Street Signage for Buchanan Street

Commissioner Miller Prunty spoke about John Culbreath and his work in building some of the homes on Buchanan Street. She recommended the placement of an honorary sign underneath the Buchanan Street sign which would recognize John Culbreath. Discussion ensued. Committee consensus was reached to move forward with the honorary sign placement.

Complete Streets Grant Application

Commissioner Miller Prunty and Downtown Management (DMC) Director Caren Demyen spoke about a proposed Complete Streets Grant Application which pertained to the Riverwalk, Sperry Park and Lincoln Avenue East. Discussion ensued regarding the nature of the grant (planning assistance) and the approximate grant award expected (\$10,000 (ten thousand dollars)).

Committee consensus was reached to express support for the grant. Township Clerk Patricia Donahue stated that a resolution expressing support for the submission of such grant was on the Official Meeting Agenda for adoption consideration (Resolution No. 2024-136).

Proposed Fire Department Ordinance – Cost Recovery

Fire Chief Dan Czeh spoke about a proposed ordinance for consideration which pertained to cost recovery for Emergency Services. Business Administrator/CFO Lavona Patterson and Fire Chief Dan Czeh then elaborated about the purpose of the proposed ordinance, specifically the collection and reimbursement for costs of “non-emergency standby and responding to emergency incidents by the Fire Department for fire service calls, hazardous material incidents, environmental incidents, and safety and rescue incidents...” (from the proposed ordinance). Committee consensus was reached to consider the proposed Fire Department Cost Recovery ordinance at the March 5th Official Meeting.

Fire Chief Dan Czeh and Ms. Patterson then spoke about a proposed ordinance for consideration which pertained to an increase in Emergency Medical Services Transport fees. A brief discussion ensued. Committee consensus was reached to introduce the proposed Fire Department Emergency Medical Services Transport Fees ordinance at the March 5th Official Meeting.

Closed Session

On motion of Deputy Mayor Curran, seconded by Commissioner Miller Prunty and passed, the following resolution was adopted by roll call vote:

Resolution No. 2024-95.4

BE IT RESOLVED that the Township Committee will go into closed session to discuss the following, the minutes of which will be released at some time in the future at the discretion of the Township Committee:

Legal

- Legal Update
- Council on Affordable Housing
- Cell Tower Litigation

Personnel

- Fire Department
- Emergency Management Council

Contractual

- Cranford Indoor Pool & Fitness Center

Minute Review

- Closed Session Meeting Minutes – February 5th and February 6, 2024

Recorded Vote:

Aye: Mayor Andrews, Deputy Mayor Curran, Commissioners Gallo, Miller Prunty and Black

Nay: None

Abstained: None

Absent: None

On motion of Deputy Mayor Curran, seconded by Commissioner Gallo and passed, the Township Committee returned to open session at 8:02 p.m.

On motion of Deputy Mayor Curran, seconded by Commissioner Gallo and passed, the Township Committee adjourned the Workshop Meeting to begin the Official Meeting at 8:02 p.m.

On motion of Commissioner Miller Prunty, seconded by Commissioner Gallo and passed, the Township Committee adjourned the Official Meeting and then returned to the Workshop session at 9:40 p.m.

Proposed Police Department Ordinance (Chapter 93 Police Department, Section 10 Number of Personnel)

Commissioner Gallo spoke about a proposed ordinance for consideration which pertained to increasing the number of Police personnel (in light of the expected retirements this year, he stated that an increase in number of personnel would allow the Township to hire new police officers as the retirements began to occur). Commissioner Gallo stated that he supported the proposed ordinance. Discussion ensued. Township Attorney Ryan Cooper stated that the Township could modify the proposed ordinance using “sunset” language, specifically using language so that the number of headcounts would decrease once the retiree officers came off of payroll. Discussion ensued. Committee consensus was reached to place this ordinance on the March 5th Official Meeting Agenda with the sunset provision.

Cranford Indoor Pool & Fitness Center Update

Deputy Mayor Curran spoke about plans for a ribbon-cutting ceremony at the Cranford Indoor Pool & Fitness Center (Center). Discussion ensued including discussion about the timing for such ceremony and the Center’s grand opening.

Budget and Capital Budget Planning

Referencing budget materials sent to the members of the Township Committee, Business Administrator/CFO Lavona Patterson briefly elaborated about the updated 2024 Capital Budget requests. She then spoke about the proposed options pertaining to the use of the Township’s surplus in 2024. A brief discussion ensued.

Closed Session Minutes – February 5th and February 6, 2024

Deputy Mayor Curran made a motion to adopt the February 5th and February 6, 2024 Closed Session Meeting Minutes. Commissioner Gallo seconded the motion. Mayor Andrews, Deputy Mayor Curran, Commissioner Gallo, Commissioner Miller Prunty and Commissioner Black voted to approve the Closed Session Minutes of February 5, 2024. Deputy Mayor Curran, Commissioner Gallo, Commissioner Miller Prunty and Commissioner Black voted to approve the Closed Session Minutes of February 6, 2024. Mayor Andrews abstained from the vote to approve the Closed Session minutes of February 6, 2024.

Public Comments

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

Business Administrator/CFO Report

Business Administrator/CFO Lavona Patterson provided an update on this matter:

- Building Department personnel ads

Late Starter – Elections - Polling locations

Referencing election administration, Township Clerk Patricia Donahue spoke about a proposed move of two (2) of the three (3) voting districts out of the Municipal Building. She stated that the County Board of Elections suggested that one (1) district be moved to Cranford High School and another district be moved to Bloomingdale School. Ms. Donahue explained the reasons behind the proposed move including the lack of parking in the Municipal Building parking lot. Discussion ensued.

Cranford Indoor Pool & Fitness Center Update (continued)

Deputy Mayor Curran and Ms. Patterson discussed proposed Outdoor Pool membership fee increases for families, individuals and Senior Citizens as well as Pool rental fees. Discussion ensued.

Closed Session

On motion of Commissioner Gallo, seconded by Commissioner Curran and passed, the following resolution was adopted by roll call vote:

Resolution No. 2024-95.4

BE IT RESOLVED that the Township Committee will go into closed session to discuss the following, the minutes of which will be released at some time in the future at the discretion of the Township Committee:

Legal

- Legal Update
- Council on Affordable Housing
- Cell Tower Litigation

Personnel

- Fire Department
- Emergency Management Council

Contractual

- Cranford Indoor Pool & Fitness Center

Minute Review

- Closed Session Meeting Minutes – February 5th and February 6, 2024

Recorded Vote:

Aye: Mayor Andrews, Deputy Mayor Curran, Commissioners Gallo, Miller Prunty and Black

Nay: None

Abstained: None

Absent: None

On motion of Deputy Mayor Curran, seconded by Commissioner Gallo and passed, the Township Committee returned to open session at 10:30 p.m.

On motion of Deputy Mayor Curran, seconded by Commissioner Gallo and passed, the Township Committee adjourned at 10:30 p.m.

Respectfully submitted,

Patricia Donahue
Township Clerk

Dated: February 20, 2024