

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 25, 2019** at 6:00 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 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 Patrick Giblin
Deputy Mayor Ann Dooley
*Commissioner Thomas H. Hannen, Jr.
Commissioner Jean-Albert Maisonneuve
Commissioner Mary O’Connor

Absent: None

*Commissioner Hannen arrived at 6:08 p.m.

Public Comments

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

2019 Capital Budget

Mayor Giblin stated that the capital budget for 2019 is approximately \$4,000,000.00.

TV35

TV35 Director Davenport informed the Township Committee that the generator to the TV35 truck has burned out. Feels it would be more cost effective to the Township to use the “Live U” system in place of the TV35 truck. Explained that the Live U system uses much smaller equipment that bonds to cell towers. Noted that Varto is the main supplier for the system and discussed the fee associated with using the cell tower. Mentioned that he would like to auction off the TV35 truck and transfer all of the equipment into the van that the Department of Public Works donated to TV35.

Department of Public Works

Superintendent of Public Works Wardell discussed his request for a fifty-eight-foot bucket truck that would replace a 1996 unit. Mentioned that he made this request last year and that it would be purchased through a co-op program.

Discussion held regarding financing the truck versus leasing.

Superintendent of Public Works Wardell discussed his request for a Hook lift Truck with a Dump Body and Spreader. Explained that this truck is much more versatile than the 1998 unit it would be replacing. He also explained his request for a Roll-off Truck that would be used for leaf hauling and to bring items to the conservation center.

Deputy Mayor Dooley questioned his request for 22 new radios and why the cost was so much less than the Fire Department’s. Also questioned the number of radios being requested.

Superintendent of Public Works Wardell explained that the radios have different features which alter the cost. Also explained that there will be a radio for each member of his staff and overage is needed in case some do not work.

Engineering

Township Engineer Masol spoke about his request for the 2019 Paving Program. Explained why certain streets were chosen and mentioned that most of Riverside Drive would be paved due to the Phase 2B project. Stated that he looked at other problem areas but felt they should be included in next year’s paving program.

Discussion held regarding Brookside Place and several other streets that need to be paved.

Discussion held regarding the option to mill and pave certain streets versus the cost of implementing a drainage project.

Township Engineer Masol discussed the Phase 2B project and recommended allocating money to fund the project going forward.

Commissioner O'Connor questioned if Brookside Place improvements would be able to tie into the Phase 5 Project.

Township Engineer Masol stated that it would. Also spoke about his request for the Eastman Street Pedestrian Improvements. Stated that he applied for the NJDOT Safe Streets to Transit grant and will only move forward with the project if the grant is received. The project is to make improvements to the stairs in front of Track 5.

Township Administrator Cryan questioned if the Township owned the stairs or New Jersey Transit because the property owner would be held responsible. Also mentioned that there is room for two parking spaces under the railroad trestle.

Police Chief Greco explained that it would be a safety issue having cars parked in that area.

Discussion held to cancel the application for the 2018 grant and submit an application for the 2019 grant.

Police Department

Police Chief Greco discussed his request to replace the digital fingerprinting system. Explained how the system works and that a shared service agreement is not an option. The price quoted includes the maintenance.

Office of Emergency Management

Fire Lieutenant Lubin discussed the department's request replace the radio system and equipment for the Police Department, Fire Department, Department of Public Works and the First Aid department. Explained that the radios are aging and at the end of their life expectancy. Provided a presentation on the system. Mentioned that it is a one-year project and the system is statewide with 95% coverage for the region. This system will provide a cost-effective solution and improved coverage. Discussed the project's budget and informed the Township Committee that half of the EMS and Fire Department's radios will be funded. Discussed the radios they are interested in and the cost benefit analysis.

Township Attorney Cooper questioned the timeframe of the lease for 11 Commerce Drive.

Fire Lieutenant Lubin said the lease is one-year. Explained that the radios would be purchased through the NJ State Contract via Motorola Solutions and that there is no grant funding available for municipalities. The radios will be single band.

Deputy Mayor Dooley questioned the cost.

Fire Lieutenant Lubin explained that the radios are meant for fire use only to sustain heat and water.

Deputy Mayor Dooley questioned the number of radios requested.

Fire Lieutenant Lubin explained that spare radios are needed if some are taken out of service.

Discussion held regarding spare radios and if they can be included in the 2020 capital budget.

Commissioner O'Connor questioned if there is a subscription fee for the radios.

Fire Lieutenant Lubin stated that the subscription fee is \$30 per radio which is much lower than the current fee.

Business and Economic Development

Business and Economic Development Director Bailer discussed his requests for the 2019 Capital Budget. Discussed step lighting for Eastman Plaza that will enhance the aesthetics of the property. Spoke about paving Municipal Lot No. 3 to increase safety and utilization of the lot. Also feels lighting should be included in the project.

Chief Financial Officer Patterson informed the Township Committee of \$400,000 in unused funds from a previous bond ordinance for paving that can be reallocated.

Business and Economic Development Director Bailer discussed painting the Victorian lights to improve the appearance of the downtown.

Mayor Giblin questioned if this would be a maintenance component instead of capital.

Business and Economic Development Director Bailer stated yes. Also mentioned that the Walnut Avenue Victorian Poles need power because the electric line is not working. This needs to be fixed for safety concerns.

Discussion held as to whether this was a PSE&G issue or Township issue.

Business and Economic Development Director Bailer mentioned that he will apply for a grant once it is confirmed that the town has 100% ownership of the property. Discussed improvements to be made to the North Union Avenue intersection, as the curbing needs to be made ADA compliant. Mentioned that there is opportunity for future funding from the state. Pedestrian striping is needed to increase safety. If the grant is awarded 75% of the project will be funded by the state and 25% will be funded by the Township. Also discussed the need to pave Municipal Lot Nos. 1, 6, 7 and 11.

Township Administrator Cryan suggested Business and Economic Development Director Bailer request more funding towards maintenance in their 2020 budget.

Recreation and Parks Department

Township Administrator Cryan provided explanations for Recreation and Parks Director Robertazzi's capital budget requests. There is a request to replace the current security cameras that are 13 years old. Will follow up with the Library to see if they are interested in replacing their cameras. There is also a request to install a people counter.

Commissioner Hannen questioned the need for a people counter.

Township Administrator Cryan explained that it is a security measure to see the number of people that enter and exit the building.

Swim Pool Utility

Township Administrator Cryan discussed the request to add spray parks to the outdoor public pools.

Deputy Mayor Dooley questioned if this would attract more people.

Township Administrator Cryan stated that he will follow up with other towns that have them.

Mayor Giblin questioned how much the operating costs will go up versus revenue coming in.

Chief Financial Officer Patterson would like to introduce the budget at the March 26, 2019 meeting.

Further discussion on the 2019 Capital Budget and Municipal Budget at the March 4, 2019 Workshop meeting.

On motion of Commissioner Hannen, seconded by Commissioner O'Connor and passed, the Township Committee went into Closed Session at 8:03 p.m.

On motion of Commissioner Hannen, seconded by Commissioner O'Connor and passed, the Township Committee returned to Open Session at 8:37 p.m.

On motion of Commissioner Hannen, seconded by Commissioner Maisonneuve and passed, the Township Committee adjourned at 8:37 p.m.

Respectfully submitted,

Dated: February 25, 2019

Heather Capone, RMC
Deputy Township Clerk