

The Minutes of the **Conference Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **September 29, 2015** at 7:30 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 FAXING THE ANNUAL SCHEDULE OF MEETINGS TO THE CRANFORD CHRONICLE, UNION COUNTY LOCAL SOURCE, AND THE STAR LEDGER, 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 Andis Kalnins
Deputy Mayor Mary O'Connor
Commissioner Barbara Bilger
Commissioner Robert D'Ambola
Commissioner Thomas H. Hannen, Jr.

Absent: None

PUBLIC COMMENTS

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

Payment of Bills

Discussion was held regarding costs related to Winfield Park that were included on the bills list.

Township Administrator Wall confirmed that the costs relate to improvements to Cranford's Communications area. Funds provided to the Township by Winfield Park through its shared services agreement were utilized for these improvements.

Commissioner Hannen discussed his opposition to the bills list because it includes the cost for widening of the Municipal Parking Lot exit driveway.

Review Official Meeting Agenda

All items were approved for action.

Proposed ordinance to establish escrow fees for engineering review of permit applications

Discussion was held regarding the current and proposed process for the collection of escrow fees for engineering reviews of zoning and building permits.

Commissioner D'Ambola feels the Township should continue to absorb the cost for engineering reviews since there are several applications currently in the review process. Suggested that the Township begin collecting data to identify the number and types of applications requiring engineering review and use this data to determine whether an escrow fee is necessary.

Commissioner Hannen discussed the cost for engineering reviews based upon the number of applications to date. Informed the Township Committee that the cost at this point is approximately \$6,200 and asked how the Township would absorb this cost in its current budget.

Mayor Kalnins feels the Township could absorb the cost this year. Feels the cost would be less in future years if an escrow fee is charged to applicants.

Further discussion necessary.

PUBLIC COMMENTS

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

On motion of Deputy Mayor O'Connor, seconded by Commissioner D'Ambola and passed, the following resolution was adopted by roll call vote:

Resolution No. 2015-105.31:

BE IT RESOLVED that the Township Committee will go into closed session to discuss a personnel matter involving the Fire Department and a legal matter in connection with litigation entitled "CDA v. Township of Cranford", the minutes of which will be released at some time in the future at the discretion

of the Township Committee.

Recorded vote:

Aye: Mayor Kalnins, Deputy Mayor O'Connor, Commissioners Bilger, D'Ambola and Hannen

Nay: None

Abstained: None

Absent: None

On motion of Commissioner D'Ambola seconded by Deputy Mayor O'Connor and passed, the Township Committee returned to open session at 8:05 PM.

The Township Committee moved to Council Chambers at 8:05 PM to conduct the Official Meeting.

Respectfully submitted,

Dated: September 29, 2015

Tara Rowley, RMC
Municipal Clerk