

The Minutes of the **Official Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **April 28, 2020** at 7:30 p.m. remotely and by electronic means.

Due to the ongoing public health emergency, and the Governor's Executive Orders related to the same, the Township Committee of the Township of Cranford will conduct all meetings remotely and by electronic means for the foreseeable future. The Township Committee will continue to meet on their regularly scheduled meeting dates and times.

In accordance with N.J.S.A. 10:4-6 (the "Open Public Meetings Act") and consistent with the Department of Community Affairs, Division of Local Government Services guidelines, the Township Committee Meetings will be open to the public by electronic means. Residents can view the meetings on TV-35, and via livestream on [TV-35's Facebook Page](#).

Residents who wish to participate in the virtual meeting for purposes of making a public comment or to participate in any scheduled public hearing should follow the instructions and complete the registration form available at the Township of Cranford's website at <https://www.cranfordnj.org/minutes-and-agendas>.

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 will be taken at this meeting.

**PRESENT:** Mayor Patrick F. Giblin  
Deputy Mayor Kathleen Prunty  
Commissioner Thomas H. Hannen, Jr.  
Commissioner Jean-Albert Maisonneuve  
Commissioner Mary O'Connor

**ABSENT:** None

#### **INVOCATION AND FLAG SALUTE**

The invocation was led by Deputy Mayor Prunty, followed by a moment of silence for COVID-19 victims, followed by the flag salute.

#### **MINUTE APPROVAL**

On motion of Commissioner O'Connor, seconded by Commissioner Maisonneuve and passed, the minutes of the Workshop Meeting of April 14, 2020 and the Official Meeting of April 14, 2020, were approved by indicated vote of the Township Committee:

Recorded vote:

Aye: Mayor Giblin, Deputy Mayor Prunty, Commissioners Hannen, Maisonneuve and O'Connor

Nay: None

Abstained: None

Absent: None

#### **PAYMENT OF BILLS**

On motion of Deputy Mayor Prunty, seconded by Commissioner Hannen and passed, the Bill List dated April 28, 2020, totaling \$357,271.42 was approved for payment by indicated vote of the Township Committee and is on file in the Office of the Township Clerk:

Recorded vote:

Aye: Mayor Giblin, Deputy Mayor Prunty, Commissioners Hannen, Maisonneuve and O'Connor

Nay: None

Abstained: None

Absent: None

#### **MAYORAL ANNOUNCEMENTS**

##### Earth Day

**WHEREAS**, for the past 50 years, Earth Day has served as a national and international call to positive action for all citizens to join a global effort to protect the environment; and

**WHEREAS**, Earth Day has inspired people since 1970 to respect nature and build strong communities; and

**WHEREAS**, all people, regardless of race, gender, income, or geography, have a moral right to a healthy, sustainable environment; and

**WHEREAS**, the Township of Cranford acknowledges the importance of Earth Day as a reminder of our community's connection to the planet and our responsibility as stewards to preserve and protect our environment; and

**WHEREAS**, a sound natural environment is the foundation of a healthy society; and

**WHEREAS**, Earth Day is celebrated annually to recommit to the goals of a healthy environment as a peaceful, just and sustainable worlds; and

**WHEREAS**, the importance of Earth Day has grown as the potential impacts of climate disruption, species decline, and reliance on non-renewable energy supplies have come into sharper focus; and

**WHEREAS**, local communities can be drivers of building a healthy society by informing the public and addressing issues about energy use, transportation, waste prevention, impact of non-recyclable products, clean water and air, and environmental quality; and

**WHEREAS**, in addition to the annual Earth Day on April 22nd, the Township of Cranford acknowledges that we must understand the importance of and continue the important work of protecting the environment every day;

**THEREFORE, NOW BE IT RESOLVED**, that I, Mayor Patrick Giblin, on behalf of the Cranford Township Committee hereby proclaim April 22, 2020 as “International Earth Day” in the Township of Cranford.

*Front-Line Appreciation Group (FLAG) of Cranford*

**WHEREAS**, the Front-Line Appreciation Group (FLAG) of Cranford is a volunteer organization that commenced on March 28, 2020 in response to the public health crisis of COVID-19/Novel Coronavirus; and

**WHEREAS**, the goal of the FLAG of Cranford organization is to 1) collect food donations, with the help of Cranford residents, Boxcar Inc. and Cranford businesses, and 2) collect financial contributions from members of the public so as to provide meals and face masks to as many front-line workers as possible; and

**WHEREAS**, the donations of food and face masks exhibit Cranford’s support and appreciation for the long and exhausting shifts which first-responders and medical professionals are working to protect the community from COVID-19/Novel Coronavirus; and

**WHEREAS**, this effort was made possible by members of the Cranford business community, committed volunteers and Boxcar Inc.; and

**WHEREAS**, FLAG of Cranford has currently raised \$80,882 and has delivered approximately 4,000 meals to over sixty (60) different First Responder and Medical Facility locations;

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Cranford thank, commend and recognize the Front-Line Appreciation Group (FLAG) of Cranford organization for supporting our community’s “Front Line” workers.

**INFORMAL MEETING**

Mayor Giblin opened the informal meeting portion of the meeting and asked if there were any questions or comments. Hearing no comments (emails received,) Mayor Giblin closed the informal meeting portion of the meeting.

**RESOLUTIONS – By Consent Agenda**

On motion of Commissioner Maisonneuve, seconded by Commissioner O’Connor and passed, the following resolutions were adopted by consent agenda:

**Resolution No. 2020-193:**

**WHEREAS**, African American Data and Research Institute (herein “AADRI”) is a domestic limited liability company with a primary business address of 2017 Ravens Crest Drive, Plainsboro, New Jersey 08536, and is authorized to do business under the laws of the State of New Jersey; and

**WHEREAS**, in December 2019, AADARI served several requests for documents pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.; and

**WHEREAS**, the Township denied such requests as it related to documentation believed not to be within the meaning of “government record” as maintained by the Municipal Clerk’s office; and

**WHEREAS**, in January 2020, pursuant to OPRA, AADRI filed suit against the Township of Cranford, Patricia Donahue and the Township of Cranford Police Department, asserting that the Township had improperly denied AADRI access to the requested documents;

**WHEREAS**, the Township strenuously disputes AADRI’s allegations, but has agreed, in order to avoid the expense, burden and delay in litigation, to amicably resolve the parties’ dispute;

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Cranford, that the Township approves of the proposed Settlement Agreement with AADRI, authorizes the Mayor to execute the same in substantially the form attached hereto, and authorizes the Township to issue the payment required therein.

**Resolution No. 2020-194:**

MOVED TO ROLL CALL VOTE – see below

**Resolution No. 2020-195:**

**WHEREAS**, FieldTurf USA, Inc., Contractor for the Cranford Athletic Facility Field Renovation – Synthetic Turf Project has submitted a warranty to the Township in connection with aforementioned project; and **WHEREAS**, the Township Engineering Department has indicated that FieldTurf, USA, Inc. has completed the project and has met all requirements for final payment and is recommending the release of the contract retainage in the amount of \$8,286.24; and

**NOW, THEREFORE BE IT RESOLVED** that the Township Committee of the Township of Cranford authorizes the release of retainage to FieldTurf USA, Inc. in connection with Cranford Athletic Facility Field Renovation – Synthetic Turf Project.

**Resolution No. 2020-196:**

**BE IT RESOLVED** by the Township Committee of the Township of Cranford, that the Township Clerk be and hereby is authorized to advertise for the solicitation of Proposals and Qualifications for Construction Management Services in connection with the FEMA-FMA Fiscal Year 2017 Elevation Project, Under (FMA-PJ-02-NJ-2017-005).

**Resolution No. 2020-197:**

**RESOLUTION AWARDING A CONTRACT FOR THE PROVISION OF CONSTRUCTION SERVICES IN CONNECTION WITH THE 2019 MUNICIPAL PAVING PROGRAM - PHASE 3**

**WHEREAS**, on Thursday, December 12, 2019 at 11:00 a.m., bids were opened in the presence of the Purchasing Agent and the Township Clerk; and

**WHEREAS**, there were fourteen (14) bids received with the low bidder for the project being American Asphalt & Milling Services, LLC, 96 Midland Avenue, Kearny, NJ 07032, with a base bid price of \$384,774.06, Alternate Bid ‘A’ price of \$442,284.21 and Total Bid price of \$827,058.27; and

**WHEREAS**, the Township Engineer and other appropriate Township Officials have reviewed the bids and recommend an award of contract for this project to American Asphalt & Milling Services, LLC; and

**WHEREAS**, the Chief Financial Officer reviewed the available funding for the improvements and has certified that sufficient funds are available within the current and/or previously adopted budget for said purpose and will be charged to Account No. C-04-19-005-000-201, Bond Ordinance 2019-05.

**WHEREAS**, this Project is funded by way of a capital improvements bond ordinance stated herein as provided by Township of Cranford; and

**WHEREAS**, this project is in the best interest of the health, safety and welfare of the general public in the Township of Cranford.

**NOW THEREFORE BE IT RESOLVED**, by the Township Council of the Township of Cranford, Union County, New Jersey that the above referenced construction project is awarded to American Asphalt & Milling Services, LLC, 96 Midland Avenue, Kearny, NJ 07032 with a total bid price of \$827,058.27; and

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately.

**Resolution No. 2020-198:**

**WHEREAS**, the Township of Cranford requires an expert to provide engineering services in connection with the 2019 Municipal Paving Program- Phase 3; and

**WHEREAS**, the Township of Cranford advertised a Request for Proposals (RFP) for engineering services through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the Township of Cranford deemed that the background, experience and qualifications of the respondent herein satisfy the criteria set forth in the RFP; and

**WHEREAS**, the Chief Financial Officer has certified as to the availability of funds, which is on file in the Office of the Township Clerk.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Cranford, New Jersey, as follows:

1. **Maser Consulting, 400 Valley Road, Suite 304, Mount Arlington, New Jersey 07856** be and hereby are awarded a contract to perform engineering services in connection with the aforementioned project at a fee not to exceed \$72,500.00; and
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute a contract with Maser Consulting; and
3. This contract is awarded pursuant to the “fair and open” process (N.J.S.A. 19:44A-20.5 et seq.).

**BE IT FURTHER RESOLVED** that said contract amount shall be charged to Account No. C-04-19-005-000-S20, Bond Ordinance 2019-05.

**Recorded vote:**

Aye: Mayor Giblin, Deputy Mayor Prunty, Commissioners Hannen, Maisonneuve and O’Connor

Nay: None

Abstained: None

Absent: None

**RESOLUTION – By Roll Call Vote**

On motion of Commissioner Hannen, seconded by Commissioner O'Connor and passed, the following resolution was adopted by **roll call vote**:

**Resolution No. 2020-194:**

**BE IT RESOLVED**, by the Township Committee of the Township of Cranford, on this 28<sup>th</sup> day of April 2020 that Andrew Belluscio be and hereby is appointed to the position of Laborer/Driver within the Department of Public Works, effective May 4, 2020.

**COMMISSIONER COMMENTS:**

Deputy Mayor Prunty expressed concern regarding the financial hardship the Township is facing due to the COVID-19 pandemic. Explained that she does not feel comfortable hiring new employees at this time.

**Recorded vote:**

Aye: Commissioners Hannen, Maisonneuve and O'Connor

Nay: Mayor Giblin, Deputy Mayor Prunty

Abstained: None

Absent: None

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

**Resolution No. 2020-199:**

**RESOLUTION AUTHORIZING EXTENSION OF GRACE PERIOD FOR SECOND QUARTER  
PROPERTY TAXES TO JUNE 1, 2020**

**WHEREAS**, on April 28, 2020, Philip D. Murphy, Governor of the State of New Jersey, issued Executive Order 130, authorizing any governing body of a municipality with a calendar year budget cycle to adopt a resolution instituting a grace period concluding on a date no later than June 1, 2020 for the payment of second-quarter property taxes; and

**WHEREAS**, the Township Committee, in recognition of the economic hardship suffered by some residents and businesses due to the COVID-19 pandemic, desire to provide some temporary relief to minimize and mitigate additional hardships, losses, or suffering by Cranford residents as the State and the Township respond to the spread of COVID-19; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Cranford, New Jersey, hereby institutes a grace period concluding on June 1, 2020 for the payment of second-quarter property taxes, pursuant to Executive Order 130.

**BE IT FURTHER RESOLVED** that the Municipal Clerk shall notify the Director of the Division of Local Government Services in the Department of Community Affairs of this resolution instituting an extended grace period adopted under authority of this Order not later than the third business day next following the municipal governing body's adoption of the resolution.

**Recorded vote:**

Aye: Mayor Giblin, Deputy Mayor Prunty, Commissioners Hannen, Maisonneuve and O'Connor

Nay: None

Abstained: None

Absent: None

**PROFESSIONAL COMMENTS****Township Attorney Ryan Cooper**

- Provided an update regarding the Hartz Mountain Fairness Hearing. Mentioned that the Township's virtual hearing scheduled for May has been postponed to October 2020. Explained that because of the substantial delay in the Fairness Hearing, it will be combined with the Compliance Hearing. Stated that the new dates will be noticed for the public and the Township will be moving ahead with implementing various aspects of that settlement.

**Township Administrator Jamie Cryan**

- Stated that these are hard times and he appreciates the hard work from the Township employees and the patience from the residents;
- Announced that the Township went out for bid today for its Online Energy Auction. The Township was able to achieve a good savings while making sure that it has 100% renewable energy and green energy.

## PUBLIC COMMENTS

Mayor Giblin opened the public comments portion of the meeting and asked if there were any questions or comments. Township Attorney Cooper read an email he received from a member of the Public.

Rita LaBrutto, 104 Arlington Road, spoke about a residential property on High Street that is owned by the developer for Walnut Avenue. Questioned that since the Township is in negotiations with that developer regarding the Wells Fargo drive-through property, will the developer be permitted to use his property on High Street so the residents and churches in the area will not have to deal with the fallout of his parking deficit.

Ms. LaBrutto also discussed a rumor regarding a property that is zoned for 15 units but the developer is proposing 75 units. Mentioned that as of today, the developer's plan still calls for 75 units. Questioned how the Downtown Management Corporation can review architectural drawings if the density has not been resolved on an apartment building that has no retail or commercial component in the Special Improvement District. Also seeking when the residents will see the new concept plan ordered by the Court for 750 Walnut Avenue. She inquired whether the property will be 55 and older or market?

Mayor Giblin thanked Ms. LaBrutto for her comments.

Hearing no further comments (e-mails), Mayor Giblin closed the public comment portion of the meeting.

## COMMISSIONER REPORTS/COMMENTS

### Commissioner Mary O'Connor

- Spoke about the adoption of Resolution No. 2020-199 which moves the grace period of the 2<sup>nd</sup> quarter property taxes to June 1, 2020. Glad to see this issue has been resolved;
- Announced that the second "Light Up the Night" initiative will be held on Sunday. Urged all residents to participate;
- Thanked everyone involved with making the Front-Line Appreciation Group (FLAG) of Cranford successful. Feels they have become front-line workers by providing support and care when others are tired and worn down. Also thanked the organization for the basket she received;
- Thanked Boxcar Inc. for providing essential groceries and for partnering with some of Cranford's small business to help them out. Will keep the residents updated on this week's locations;
- Stated that her thoughts and prayers continue to be with everyone who has been affected by the Coronavirus. Expressed condolences to the Governor and Senator Tom Kean on the loss of Deborah Kean.

### Commissioner Thomas H. Hannen

- Echoed Commissioner O'Connor's comments regarding the basket the Township Committee members received from FLAG of Cranford. Also thanked the organization for everything that they have done to help Cranford and the first responders get through this;
- Also thanked Joseph Colangelo for all his efforts and donations he has given to the local food pantries;
- Spoke about the adoption of Resolution No. 2020-199 allowing the Township to extend the grace period of the 2<sup>nd</sup> quarter property tax. Explained that this was a last-minute item that the Township had to address. This has no reflection on the lack of transparency - this is how government works to try and be nimble enough in order to meet the needs of our residents;
- Discussed the financial hardship municipalities are facing. Explained that the Township Committee has to think of innovative ways to save money so that Cranford can continue to provide the same level of services to its residents;
- Discussed the adoption of Resolutions 2020-197 and 2020-198 which paves certain roads. Explained that the roads that are being paved are residual from the 2019 paving program. Mentioned that the 2020 paving program has not been started yet. Hopeful that the decrease in oil prices will result in the Township having additional yardage, footage and streets paved that the Township may not have expected to be done. Also spoke about stimulus money the municipality may receive from the federal government;
- Thanked Township Administrator Cryan for his efforts with the Online Energy Auction. Explained that this action both saves taxpayers money and assists in the reduction of global warming. He noted that this action has many ramifications for flooding and carbon dioxide in the air.

Commissioner Jean-Albert Maisonneuve

- Thanked and congratulated the Front-Line Appreciation Group (FLAG) of Cranford for everything they are doing and for the basket he received;
- Congratulated the Green Team and Township Administrator Cryan for their efforts;
- Read a thank you note he received from Fire Chief Czeh to the residents of Cranford;
- Wished everyone to stay safe and healthy.

Deputy Mayor Kathleen Miller Prunty

- Stated that there is no shortage of people to thank and acknowledge for their dedication and service during this pressing time. Discussed an article in the newsletter where she asked people to recognize Cranford residents who are working face-to-face with patients. Read aloud specific names of people to thank. Urged residents to continue sending names so they can be thanked and acknowledged for being front-line workers;
- Gave a tremendous thanks to the Cranford residents for their cooperation during this hard time and wished for everyone to stay safe.

Mayor Patrick Giblin

- Thanked FLAG of Cranford for the basket he received;
- Discussed the reopening of the County parks. Explained that the Township is waiting for direction and guidance from the Governor's office. Has spoken with the County Park's Director who mentioned ways they will be easing into the opening;
- Mentioned that he was able to visit the Union County COVID-19 testing site. Stated that it was a tremendous operation that includes the National Guard, County workers, volunteers, County police, etc. Appreciates the way things are being handled to keep people's anxiety down. Thanked everyone involved with the process;
- Explained the reason for the late starter Resolution No. 2020-199 which extended the 2<sup>nd</sup> quarter property tax payment;
- Stated that the Township Committee will start closely watching the impact on the municipal budget as a result of the State's shutdown. Intends to lead the Township Committee and municipal employees to stay ahead of the budget situation, if possible. Currently no decisions are being made on existing personnel until we can see what impact has been made. Welcomes any solutions. Assured residents that the Township Committee will be conscious of the residents' financial hardships during this time.

On motion of Commissioner O'Connor, seconded by Deputy Mayor Prunty and passed, the Township Committee adjourned at 8:14 p.m.

Respectfully submitted,

Date: April 28, 2020

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Patricia Donahue, RMC  
Township Clerk