

The Minutes of the **Official Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **September 13, 2016** at 8:00 p.m. in Council Chambers.

THIS MEETING IS IN COMPLIANCE WITH THE "OPEN PUBLIC MEETINGS ACT" AS ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED BY 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 Andis Kalnins  
Deputy Mayor O'Connor  
Commissioner John Mallon  
Commissioner Patrick F. Giblin  
Commissioner Thomas H. Hannen, Jr.

**ABSENT:** None

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

The invocation was led by Deputy Mayor O'Connor, followed by the flag salute.

#### **MINUTE APPROVAL**

On motion of Commissioner Hannen, seconded by Commissioner Mallon and passed, the minutes of the Special Meeting of July 28, 2016, Workshop Meeting of August 15, 2016, and the Conference and Official Meetings of August 16, 2016 were approved by the indicated vote of the Township Committee:

Recorded vote:

Aye: Mayor Kalnins, Deputy Mayor O'Connor, Commissioners Mallon, Giblin and Hannen

Nay: None

Abstained: None

Absent: None

#### **PAYMENT OF BILLS**

On motion of Commissioner Giblin, seconded by Deputy Mayor O'Connor and passed, the Bills List dated September 13, 2016 totaling \$5,228,644.16, was approved for payment by the indicated vote of the Township Committee and is on file in the Office of the Township Clerk:

Recorded vote:

Aye: Mayor Kalnins, Deputy Mayor O'Connor, Commissioners Mallon, Giblin and Hannen

Nay: None

Abstained: None

Absent: None

#### **INFORMAL MEETING**

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

#### **RESOLUTIONS – By Consent Agenda**

On motion of Commissioner Giblin, seconded by Commissioner Mallon and passed, the following resolutions were adopted by consent agenda:

##### **Resolution No. 2016:291:**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CRANFORD, IN THE COUNTY OF UNION, NEW JERSEY, DESIGNATING AN \$80,000 BOND ANTICIPATION NOTE, DATED SEPTEMBER 9, 2016, PAYABLE SEPTEMBER 8, 2017, AS A "QUALIFIED TAX-EXEMPT OBLIGATION" PURSUANT TO SECTION 265(b)(3) OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED**

**WHEREAS**, the Township of Cranford, in the County of Union, New Jersey (the "Township") intends to issue an \$80,000 Bond Anticipation Note, dated September 9, 2016, payable September 8, 2017 (the "Note"); and

**WHEREAS**, the Township desires to designate the Note as a "qualified tax-exempt obligation" pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the "Code");

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

**SECTION 1.** The Note is hereby designated as a "qualified tax-exempt obligation" for the purpose of Section 265(b)(3) of the Code.

**SECTION 2.** It is hereby determined and stated that (1) said Note is not a "private activity bond" as defined in the Code and (2) the Township and its subordinate entities, if any, do not reasonably anticipate issuing in excess of \$10 million of new money tax-exempt obligations (other than private activity bonds) during the calendar year 2016.

**SECTION 3.** It is further determined and stated that the Township has, as of the date hereof, issued the following tax-exempt obligations (other than the Note) during the calendar year 2016, viz:

| <u>Amount</u>   | <u>Dated - Due</u> |
|-----------------|--------------------|
| \$9,700,000 BAN | 1/29/16 – 1/27/17  |
| 490,490 BAN     | 5/19/16 – 5/19/17  |
| 9,000,000 BAN   | 5/20/16 – 5/19/17  |
| 3,200,000 BAN   | 6/30/16 – 6/30/17  |

**SECTION 4.** The Township will, to the best of its ability, attempt to comply with respect to the limitations on issuance of tax-exempt obligations pursuant to Section 265(b)(3) of the Code; however, said Township does not covenant to do so, and hereby expressly states that a covenant is not made hereby.

**SECTION 5.** The issuing officers of the Township be and they hereby are authorized to deliver a certified copy of this resolution to the original purchaser of the Note and to further provide such original purchaser with a certificate of obligations issued during the calendar year 2016 dated as of the date of delivery of the Note.

**SECTION 6.** This resolution shall take effect immediately upon its adoption.

**Resolution No. 2016-292:**

**RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION – N.J.S.A. 40A: 4-87**

**WHEREAS**, N.J.S.A. 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

**WHEREAS**, the Director may also approve the insertion of an appropriation for the equal amount;

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Cranford in the County of Union, New Jersey hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2016 in the sum of \$4,500.00 which is now available as a revenue from the 2016 Greening Union County Grant Award, pursuant to the provision of the statute; and

**BE IT FURTHER RESOLVED** that the like sum of \$4,500.00 is hereby appropriated under the caption “Union County Greening Grant”; and

**BE IT FURTHER RESOLVED** that the above is a result of a County grant of \$4,500.00 from the 2016 Greening Union County Program.

**Resolution No. 2016-293:**

**WHEREAS**, the Township of Cranford wishes to retain a vendor to provide custodial services for the Cranford Municipal Building; and

**WHEREAS**, the estimated total amount to be expended was above the quote threshold, therefore four (4) formal quotes were solicited; and

**WHEREAS**, the apparent lowest and responsible submission was One Total Cleaning Services, LLC, 130 Garfield Avenue, Plainfield, New Jersey; and

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

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Cranford that One Total Cleaning, LLC be, and hereby is, awarded a contract to for the aforementioned service at a quoted price of \$20,450.00.

**Resolution No. 2016-294:**

**WHEREAS**, on September 7, 2016 one (1) bid was received for the purchase of a 90 yard ejection trailer for the Department of Public Works; and

**WHEREAS**, R.J. Twitchell and Co. Inc., P.O. Box 2630, Cherry Hill, New Jersey, 08034 is the lowest responsible bidder for this contract at a low bid price of \$67,100.00; and

**WHEREAS**, the Chief Financial Officer has certified 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, on this 13<sup>th</sup> day of September 2016, that R.J. Twitchell and Co. Inc. be, and hereby is, awarded a contract for the purchase of a 90 yard ejection trailer for the Department of Public Works for a total bid price of \$67,100.

**Resolution No. 2016-295:**

**BE IT RESOLVED** by the Township Committee of the Township of Cranford, on this 13th day of September 2016, that the Mayor and Township Clerk be, and hereby are, authorized to execute a Memorandum of Understanding and an Indemnification Agreement with the County of Union, Public Works Division, for participation in leaf disposal at the Union County Conservation Center.

**Resolution No. 2016-296:**

**WHEREAS**, an application has been filed by FDCH LLC for a person-to-person transfer of Alcoholic Beverage Plenary Retail Consumption License, License No. 2003-33-006-004, heretofore issued to Cranford Hotel, Inc.; and

**WHEREAS**, the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the current license term; and

**WHEREAS**, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes; regulations promulgated hereunder, as well as pertinent local ordinances and conditions consistent with Title 33; and

**WHEREAS**, the applicant has disclosed, and the issuing authority reviewed the source of all funds used in the purchase of the license and the licensed business and all additional financing obtained in connection with the licensed business.

**NOW, THEREFORE BE IT RESOLVED** that the Township Committee of the Township of Cranford does hereby approve, effective September 13, 2016, the transfer of the aforesaid Plenary Retail Consumption License to FDCH LLC and does hereby direct the Township Clerk to endorse the license certificate to the new ownership as follows: *"This license, subject to all its terms and conditions, is hereby transferred to FDCH LLC effective September 13, 2016."*

**Resolution No. 2016-297:**

**BE IT RESOLVED** by the Township Committee of the Township of Cranford, that the Township Clerk be, and hereby is authorized to post advertisements to the Township's website and local newspaper for the solicitation of bids for **"Purchase of 12 Ambulatory Passenger with 2 Wheelchair Passenger Shuttle Bus"** for the Township of Cranford.

**Resolution No. 2016-298:**

**BE IT RESOLVED** by the Township Committee of the Township of Cranford on the 13th day of September, 2016 that the Tax Collector has been authorized to refund overpayment for reason noted:

**State Appeal Judgment:**

Block 216 Lot 13  
Krevsky & etal, for John & Barbara Wilson  
PO Box 99, 123 North Union Ave.  
Cranford, NJ 07016

**Refund for 2012: \$2,177.45**

**Refund for 2013: \$2,239.19**  
(6-01-55-000-010-028)

Block 540 Lot 1  
Public Service E&G Company  
Zipp. Tannenbaum & Caccavelli, LLC  
280 Raritan Center Parkway

**Refund for 2015: \$14,351.67**

(6-01-55-000-010-028)

**No. 2016-299:**

**BE IT RESOLVED** by the Township Committee of the Township of Cranford on the 13th day of September 2016 that the following checks will be refunded by the Tax Collector to the lien holder according to statutory requirements:

**Redemption of Certificate #13-00009**

Block 212 Lot 12  
US Bank as Custodian for TLCF 2012A, LLC  
50 South 16 St. Suite 1950  
Philadelphia, PA. 19102-2513

**Refund: \$1,572.36**  
(6-01-55-000-010-029)

**Premium: \$1,500.00**  
(T-15-00-000-106-000)

**Redemption of Certificate #15-00009**

Block 222 Lot 11  
FWDSL & Associates, LP  
17 W. Cliff Street  
Somerville, NJ 08876

**Refund: \$ 835.76**  
(6-01-55-000-010-029)

**Premium: \$1,300.00**  
(T-15-00-000-106-000)

**Resolution No. 2016-300:**

**BE IT RESOLVED** by the Township Committee of the Township of Cranford on the 13th day of September 2016 that the Tax Collector has been authorized to refund overpayments due to the following reasons:

**DUE TO COUNTY BOARD JUDGEMENT**

Block 179 Lot 9  
Branley, William and Elena Dineva  
106 Orchard Street  
Cranford, NJ 07016

**Refund for 2016: \$971.87**

(6-01-55-000-010-025)

Block 265 Lot 1 C0C02  
Foster, Kathleen A  
22 Riverside Drive, Apt C2  
Cranford, NJ 07016

**Refund: \$119.18**

(6-01-55-000-010-025)

**TAX OVERPAYMENT**

Block 193 Lot 14  
 Block 195 Lot 2  
 Maria L. Argen  
 24 Decker Lane  
 Boonton, NJ 07005

**Refund: \$77.88**  
**Refund: \$34.04**  
 (6-01-55-000-010-025)

**SEWER OVERPAYMENT**

Block 423 Lot 6 Account # 4819-0  
 Smith: Francis & Merrily  
 102 Retford Ave.  
 Cranford, NJ 07016

**Refund: \$ 496.96**  
 (6-01-55-000-010-026)

Block 464 Lot 3 Account # 5502-0  
 Berry: Raymond & Susan  
 337 Stoughton Ave.  
 Cranford, NJ 07016

**Refund: \$ 99.46**  
 (6-01-55-000-010-026)

**Recorded vote:**

Aye: Mayor Kalnins, Deputy Mayor O'Connor, Commissioners Mallon, Giblin and Hannen  
 Nay: None  
 Abstained: None  
 Absent: None

**RESOLUTION – By Roll Call Vote**

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

**Resolution No. 2016--301:**

**WHEREAS**, the Township of Cranford wishes to landscape the area at North Avenue and Alden Street (North Avenue Station Pedestrian Improvement area); and

**WHEREAS**, the estimated total amount to be expended was above the quote threshold, therefore three (3) formal quotes were solicited; and

**WHEREAS**, the apparent lowest and responsible submission was Jeff's Landscape Design and Construction, 336 Centennial Avenue, Cranford, New Jersey; and

**WHEREAS**, the Chief Financial Officer has certified 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 that Jeff's Landscape Design and Construction be, and hereby is, awarded a contract to for the aforementioned project at a quoted price of \$15,200.00.

**Recorded vote:**

Aye: Mayor Kalnins, Deputy Mayor O'Connor and Commissioner Mallon  
 Nay: Commissioners Giblin and Hannen  
 Abstained: None  
 Absent: None

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

**Resolution No. 2016--302:**

**BE IT RESOLVED** by the Township Committee of the Township of Cranford that the salary for Michelle Stavrou, part-time Social Media Coordinator within the Office of Downtown Business and Economic Development, be and hereby is set at \$23.00 per hour effective September 12, 2016; and

**BE IT FURTHER RESOLVED** that the salary for Rui DeJesus, part-time maintenance employee within the Office of Downtown Business and Economic Development, be and hereby is set at \$19.00 per hour effective September 12, 2016

**Recorded vote:**

Aye: Mayor Kalnins, Deputy Mayor O'Connor and Commissioners Mallon and Giblin  
 Nay: Commissioner Hannen  
 Abstained: None  
 Absent: None

**PUBLIC COMMENTS**

Mayor Kalnins opened the public comments portion of the meeting and asked if there were any questions or comments.

John Pritchard, 42-44 West Holly Street, discussed the loss of Cranford residents in the Vietnam War. Feels the Vietnam Veterans were not supported. Sang a song in support of the military. Discussed the 15<sup>th</sup> Anniversary of 9/11. Feels Muhlenberg and other hospitals need to be reopened due to Cranford's proximity to Ground Zero and requested that the Township Committee urge legislators to reactivate these hospitals.

Phyllis Howard, 5 Burnside Avenue, thanked the Township Committee for introducing the ordinance regulating twenty-four (24) hour business operations within residential areas. Requested clarification as to how it would be enforced.

Mayor Kalnins stated that the ordinance takes effect upon adoption.

Township Attorney Dabulas explained that these regulations would be handled under general ordinances and discussed the departments involved with enforcement.

Ms. Howard referred to a comment by Deputy Mayor O'Connor concerning people's attraction to Cranford and stated that she agrees with Deputy Mayor O'Connor. Feels the regulations concerning twenty-four (24) hour businesses will help Cranford to keep its quaint character.

Hearing no further comments, Mayor Kalnins closed the public comment portion of the meeting.

### **PROFESSIONAL COMMENTS - None**

### **COMMISSIONER REPORTS/COMMENTS**

#### **Commissioner Thomas H. Hannen, Jr.**

- Thanked Commissioner Giblin for his insistence that the Orange Avenue paving project move forward to ensure its completion before the start of school;
- Discussed the Community Rating System and announced that a Class 7 rating was granted to Cranford, which allows for a fifteen (15%) percent reduction in flood insurance premiums. Further stated that the Township Committee has directed the Township Administrator to begin investigating the actions necessary to obtain a lower rating, which would allow for a higher discount in flood insurance premiums. An update as to the status would be provided within the next sixty (60) days. Also commended the Flood Advisory Committee for their efforts with this program and provided contact information for those with questions or seeking additional information;
- Discussed the 9/11 Ceremony and commended the 9/11 Committee and all involved for their efforts. Extended his thoughts and prayers to all families who lost loved ones on September 11<sup>th</sup>.

#### **Commissioner Patrick Giblin**

- Discussed the 9/11 Ceremony and commended all involved for their efforts;
- Welcomed students back to school and reminded residents to drive carefully. Thanked the Superintendent of Schools and the Board of Education for their efforts in keeping Cranford's school system excellent;
- Referred to Commissioner Hannen's comments concerning the Community Rating System and the fifteen (15%) percent reduction in premiums for Cranford residents. Also discussed the Township's continued efforts to attain an even lower rating, which would result in a larger reduction in flood insurance premiums;
- Announced that the Centennial Village Group would be hosting its annual Music Fest and provided contact information for those interested in attending;
- Announced that Cranford Project Home would be hosting its annual Town-wide Garage Sale on October 1, 2016. Provided contact information for those interested in participating;
- Discussed the installation of turf field and fundraising being held by the Cranford Soccer Club to help raise funds in connection with this project;
- Discussed the Feast of St. Michaels and encouraged residents to support the event.

#### **Commissioner John V. Mallon**

- Provided an update of the Walnut Avenue Pedestrian Safety Project and announced that work should commence tomorrow, with a slight disruption to commuters;
- Discussed the Cranford Newsletter that was mailed to residents and stated that it contains a map of the roadways included in the 2016 Paving Project. Discussed Township funding of the 2016 Paving Project, as well as paving that would be done at the expense of utility companies. Discussed the schedule for paving and assured residents that those who would be impacted would be notified. Explained that the Township Engineer and the Department of Public Works is constantly reviewing roadways to determine those which need to be placed on a list for future paving projects. Requested that residents who feel their street should be considered for paving contact the Township;
- Discussed a meeting he attended in Trenton with Deputy Mayor O'Connor and the Township Engineer regarding the Orchard Brook Flood Mitigation Project. Feels the meeting was productive and is hopeful

that it will continue to move forward. Also stated that direction from the Department of Environmental Protection (DEP) as to the next step would be provided;

- Discussed Phase 2B of the Flood Control Project and stated that the Township is awaiting DEP's final approval before the project is advertised for bids.

#### **Deputy Mayor Mary O'Connor**

- Thanked those in attendance at the 9/11 Memorial Service and commended everyone involved. Referred to Mr. Pritchard's comments and thanked him for reminding the community to "never forget" the loss this country endured that day;
- Announced that the Cranford Juvenile Division is raising funds to replace the Officer McGruff costume that was lost during Hurricane Irene. Explained that the McGruff program is a child-friendly program that teaches students about home and school safety, and to use safe practices when exploring the internet. Provided information for anyone interested in donating funds;
- Announced that the Pedestrian Safety Walkable Community Town Hall Meeting would be held at the Cranford Community Center on October 6, 2016. The Township is in the process of creating an online survey for public input. More information would be available on the Township website;
- Discussed pedestrian improvements scheduled for Walnut Avenue and explained that the project involves the installation of a lighted crosswalk to provide additional visibility for pedestrians. Cautioned drivers to slow down while driving through that area because it is an active pedestrian area;
- Discussed her attendance at a meeting with DEP with respect to the Orchard Brook Flood Mitigation Project. Assured residents that the Township is looking for a project design that works best for residents and Cranford as a whole, and is hopeful that another Town Hall meeting would be scheduled regarding the project;
- Discussed the Cranford Newsletter and the information it contains. Suggested that residents save the magazine because it provides information that is useful through the end of the winter season;
- Discussed the Centennial Village Music Festival and encouraged residents to support the event;
- Announced that the St. Michael's Feast would be held on September 22, 2016 and encouraged residents to support this event as well.

#### **Mayor Andis Kalnins**

- Discussed the Community Rating System, which becomes effective October 1, 2016, and announced that more information would be provided through the Township's website and mailings. Explained that most communities initially receive a rating that allows for a five (5%) percent reduction in flood insurance premiums, but Cranford was able to obtain a rating that allows for a fifteen (15%) reduction. Discussed the Flood Control Advisory Board's original involvement with this initiative, and recognized the efforts of Ed Trush and Lou Lambe, who presented a proposal to the Township Committee concerning this program back in 2012;
- Discussed the Chamber of Commerce's Networking Event to be held September 14, 2016 and the topics scheduled for discussion. Provided information for those interested in attending;
- Discussed the User-Fee Based Residential Cleanup Program (bulky waste) and explained that there would be no program in the fall because no bids were received from haulers. Announced that the Township intends to re-bid the project in an effort to restart the program in the spring. Provided current options available to residents needing to dispose of bulky waste items;
- Discussed the 9/11 Memorial Ceremony and feels it was well attended. Thanked everyone involved in coordinating the event. Feels Cranford is a community that stands out and comes together and stated that it is a privilege to serve Cranford.

On motion of Commissioner Hannen, seconded by Deputy Mayor O'Connor and passed, the Township Committee adjourned at 8:32 PM.

Respectfully submitted,

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Tara Rowley, RMC  
Township Clerk

Date: September 13, 2016