

The Minutes of the **Official Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **June 26, 2018** at 7:35 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 Thomas H. Hannen, Jr.
Commissioner Patrick F. Giblin
Commissioner Jean-Albert Maisonneuve
Commissioner Mary O’Connor

ABSENT: Deputy Mayor Ann Dooley

INVOCATION AND FLAG SALUTE

The invocation was led by Commissioner Giblin, followed by the flag salute.

MINUTE APPROVAL

On motion of Commissioner Maisonneuve, seconded by Commissioner O’Connor and passed, the minutes of the Workshop Meeting of June 11, 2018 and the Conference and Official Meetings of June 12, 2018 were approved by indicated vote of the Township Committee:

Recorded vote:

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

Nay: None

Abstained: None

Absent: Deputy Mayor Dooley

PAYMENT OF BILLS

On motion of Commissioner O’Connor, seconded by Commissioner Giblin and passed, the Bill Lists dated June 26, 2018, totaling \$183,022.22 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 Hannen, Commissioners Giblin, Maisonneuve and O’Connor

Nay: None

Abstained: None

Absent: Deputy Mayor Dooley

MAYORAL ANNOUNCEMENTS

Prostate Cancer Awareness Month – September 2018

WHEREAS, prostate cancer is the number one cancer among men and the second leading cause of cancer-related deaths among men in the United States; and

WHEREAS, approximately 180,000 men will be diagnosed with prostate cancer this year and over 26,000 will die from it; and

WHEREAS, African-American men, men with a family history of prostate cancer and men exposed to Agent Orange are at highest risk; and

WHEREAS, prostate cancer not only affects men but also affects their family and friends; and

WHEREAS, prostate cancer is usually treatable if detected early. Early stage prostate cancer usually has no symptoms; and

WHEREAS, men who have prostate cancer and are educated about the value of early detection will be more likely to have the cancer detected when it is treatable. Men who discuss treatment options with their healthcare provider and family are more likely to make good treatment decisions; and

WHEREAS, www.ProstateCancerAwarenessMonth.com provides information on prostate cancer and links to national organizations that provide awareness and services during Prostate Cancer Awareness Month.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Cranford proclaim September as Prostate Cancer Awareness Month and encourage all men to learn their risk and to speak to their healthcare provider about screening for prostate cancer.

Historic Preservation Advisory Board

Appointing Mary O’Connor as Commissioner/Liaison to fill an unexpired term ending December 31, 2018

POLICE DEPARTMENT ANNOUNCEMENTS

On motion of Commissioner Giblin, seconded by Commissioner Maisonneuve and passed, the following resolution was adopted:

Resolution No. 2018-221:

BE IT RESOLVED by the Township Committee of the Township of Cranford, at a meeting held June 26, 2018 that Timothy W. O'Brien be, and hereby is, advanced to the rank of Sergeant within the Cranford Police Department, effective June 26, 2018.

Recorded vote:

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

Nay: None

Abstained: None

Absent: Deputy Mayor Dooley

(Oath of Office Administered by Patricia Donahue, Municipal Clerk)

On motion of Commissioner Giblin, seconded by Commissioner Maisonneuve and passed, the following resolution was adopted:

Resolution No. 2018-222:

BE IT RESOLVED by the Township Committee of the Township of Cranford, at a meeting held June 26, 2018 that Troy Kettler be, and hereby is, appointed as a Probationary Patrol Officer within the Police Department, effective July 1, 2018.

Recorded vote:

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

Nay: None

Abstained: None

Absent: Deputy Mayor Dooley

(Oath of Office Administered by Patricia Donahue, Municipal Clerk)

POLICE DEPARTMENT SERVICE AWARDS

Patrolman Brian Lopez

Sergeant Frank Williams

Traffic Mechanic Charles Fette

FIVE MINUTE RECESS

INFORMAL MEETING

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

RESOLUTIONS – By Consent Agenda

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

Resolution No. 2018-223:

WHEREAS, the Township of Cranford wishes to purchase certain goods and services from an authorized vendor under the Middlesex Regional Educational Services Commission Purchasing Program; and

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Law, N.J. S. A. 40A:11-12; and

WHEREAS, Ben Shaffer & Associates, Inc., PO Box 844, Lake Hopatcong, New Jersey 07849 has been awarded ESCNJ 17/18-20 Co-op #65MCESCCPS for playground equipment; and

WHEREAS, Ben Shaffer & Associates, Inc., will provide said equipment to the Township of Cranford at a cost of \$136,566.76; and

WHEREAS, pursuant to the N.J.A.C. 5:30-5.5(b), the Chief Financial Officer has certified that sufficient funds are available and appropriated for this purchase.

NOW THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Cranford be and hereby approves an award of contract to Ben Shaffer & Associates, Inc. for the purchase of playground equipment for Adams Park, Buchanan Park and Johnson Park at a cost not to exceed \$136,566.76 under ESCNJ 17/18-20 Co-op #65MCESCCPS; and

BE IT FURTHER RESOLVED that the Mayor and Township Clerk be and hereby are authorized and directed to execute documents in connection with said award of contract.

Resolution No. 2018-224:

WHEREAS, the Township of Cranford wishes to purchase certain goods and services from an authorized vendor under the State of New Jersey Cooperative Purchasing Program; and

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Law, N.J. S. A. 40A:11-12; and

WHEREAS, Ben Shaffer & Associates, Inc., PO Box 844, Lake Hopatcong, New Jersey 07849 has been awarded New Jersey State Contract #16-FLEET-00135 for playground rubber wear mats; and

WHEREAS, Ben Shaffer & Associates, Inc., will provide said equipment to the Township of Cranford at a cost of \$8,036.55; and

WHEREAS, pursuant to the N.J.A.C. 5:30-5.5(b), the Chief Financial Officer has certified that sufficient funds are available and appropriated for this purchase.

NOW THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Cranford be and hereby approves an award of contract to Ben Shaffer & Associates, Inc. for the purchase of playground rubber wear mats for Adams Park, Buchanan Park and Johnson Park at a cost not to exceed \$8,036.55 under New Jersey State Contract #16-FLEET-00135; and

BE IT FURTHER RESOLVED that the Mayor and Township Clerk be and hereby are authorized and directed to execute documents in connection with said award of contract.

Resolution No. 2018-225:

WHEREAS, the Township of Cranford wishes to purchase certain goods and services from an authorized vendor under the State of New Jersey Cooperative Purchasing Program; and

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Law, N.J. S. A. 40A:11-12; and

WHEREAS, Ben Shaffer & Associates, Inc., PO Box 844, Lake Hopatcong, New Jersey 07849 has been awarded New Jersey State Contract #16-FLEET-00135 for playground safety surfacing; and

WHEREAS, Ben Shaffer & Associates, Inc., will provide said equipment to the Township of Cranford at a cost of \$26,363.70; and

WHEREAS, pursuant to the N.J.A.C. 5:30-5.5(b), the Chief Financial Officer has certified that sufficient funds are available and appropriated for this purchase.

NOW THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Cranford be and hereby approves an award of contract to Ben Shaffer & Associates, Inc. for the purchase of playground safety surfacing for Adams Park, Buchanan Park and Johnson Park at a cost not to exceed \$26,363.70 under New Jersey State Contract #16-FLEET-00135; and

BE IT FURTHER RESOLVED that the Mayor and Township Clerk be and hereby are authorized and directed to execute documents in connection with said award of contract.

Resolution No. 2018-226:

BE IT RESOLVED by the Township Committee of the Township of Cranford that the Mayor and Township Clerk be, and hereby are, authorized to execute an agreement with Garden State Fireworks, Inc., P.O. Box 403 Carlton Road, Millington, NJ 07946 for the display of fireworks in connection with the Township of Cranford's Fourth of July Celebration; and

BE IT FURTHER RESOLVED that the fee for said services shall not exceed \$10,000 and shall be charged to Account No. T-15-00-000-110-000.

Resolution No. 2018-227:

WHEREAS, there exists the need for 3 new high definition video cameras located in room 107 of Cranford Town Hall, 8 Springfield Avenue, Cranford NJ;

WHEREAS, in accordance with N.J.S.A. 40A:11, et seq. the Township Committee reserves the right to award the contract for good and services via the quote process;

WHEREAS, Tele-Measurements Inc. with an address of 145 Main Avenue, Clifton NJ has submitted the lowest quote for required services at a cost of \$19,025.30, however the equipment quoted did not have the latest NDI technology that is needed with our new switcher software;

WHEREAS, Varto Technologies with an address of 195 Hackensack Street, East Rutherford NJ has submitted the most reasonable, compatible quote with the NDI technology Cameras that we need at a cost of \$19,319.80;

WHEREAS, pursuant to the N.J.A.C. 5:30-5.5(b), the Chief Financial Officer has certified that sufficient funds are available and appropriated for this purchase.

NOW THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Cranford be and hereby approves an award of contract to Varto Technologies at a cost not to exceed \$19,319.80.

Resolution No. 2018-228:

BE IT RESOLVED by the Township Committee of the Township of Cranford that the salary, for Michael Davis, Communications Officer within the Police Department, be and hereby is set at \$40,412.84 effective June 6, 2018.

Resolution No. 2018-229:

BE IT RESOLVED by the Township Committee of the Township of Cranford that the salary, for Liam Powell, Communications Officer within the Police Department, be and hereby is set at \$38,837.69 effective June 14, 2018.

Resolution No. 2018-230:

WHEREAS, Spencer Durkin, a Detective within the Cranford Police Department, is qualified for a leave of absence pursuant to the Federal Family Medical Leave Act(FMLA), New Jersey Family Leave Act(NJFLA) and the New Jersey Paid Family Leave Act (NJPFLA) for the care of his wife and child.

NOW THEREFORE BE IT RESOLVED by the Township of Committee of the Township of Cranford that Spencer Durkin is approved for a FMLA/NJFLA/NJPFLA leave of absence beginning August 13, 2018, using accumulated time as available as employee so elects;

BE IT FURTHER RESOLVED that Spencer Durkin shall comply with all provisions of law during the FMLA/NJFLA/NJPLA leave of absence, including providing all required medical proofs.

Resolution No. 2018-231:

BE IT RESOLVED, by the Township Committee of the Township of Cranford on the 26th day of June 2018 that the Tax Collector has been authorized to Refund tax payment:

TAX PAYMENT

Block 458 Lot 24
Fox, Milton S. & Ernestine P.
3 Chester Lang Pl
Cranford, N.J. 07016

Refund \$388.91
(8-01-55-000-010-025)

TAX PAYMENT

Block 438 Lot 5
Sands, Christopher D. & Faith M.
44 Roger Ave.
Cranford, N.J. 07016

Refund \$500.46
(8-01-55-000-010-025)

Resolution No. 2018-232:

**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 2018 in the sum of \$41,668.71 which is now available as a revenue from the Solid Waste Administration FY 2018 Clean Communities Grant, pursuant to the provision of the statute; and

BE IT FURTHER RESOLVED that the like sum of \$41,668.71 is hereby appropriated under the caption “Clean Communities Grant”; and

BE IT FURTHER RESOLVED that the above is a result of a State grant of \$41,668.71 from the Solid Waste Administration Clean Communities Grant.

Resolution No. 2018-233:

**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 2018 in the sum of \$25,470.00 which is now available as a revenue from the County of Union through the “Moving Union County Forward” initiative, pursuant to the provision of the statute; and

BE IT FURTHER RESOLVED that the like sum of \$25,470.00 is hereby appropriated under the caption “Union County Level the Playing Field Grant”; and

BE IT FURTHER RESOLVED that the above is a result of a Union County grant of \$25,470.00 from the Union County Level the Playing Field Grant.

Resolution No. 2018-234:

**A RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE
TOWNSHIP OF CRANFORD AND THE COUNTY OF UNION FOR EMERGENCY DISPATCHING
SERVICES**

BE IT RESOLVED by the Township Committee of the Township of Cranford that the Mayor and Township Clerk are hereby authorized to enter into a shared services agreement for the operation of Emergency Dispatching Services with the County of Union.

Resolution No. 2018-235:

WHEREAS, The LandTek Group, Inc., contractor for the Cranford Athletic Facility Field Renovation project, has submitted Maintenance Bond No. BCY1052384 in the amount of \$66,019.23, effective September 19, 2017 for a period of two (2) years, to the Township Engineer in connection with aforementioned project; and

WHEREAS, the Township Engineer has indicated that The LandTek Group, Inc. has completed the project and has met all requirements for final payment and is recommending the return of Performance Bond No. BCY1052384 currently on file with the Township Clerk of the Township of Cranford.

NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Cranford hereby authorizes the release of Performance Bond No. BCY1052384 to The LandTek Group, Inc. in connection with the Cranford Athletic Facility Field Renovation project.

Resolution No. 2018-236:

BE IT RESOLVED that the Township Committee of the Township of Cranford be and hereby authorizes the closure of Eastman Street from North Avenue West to Miln Street, and the closure of Miln Street from North Avenue West to Eastman Street from 5:00 PM to 8:30 PM for an event on the following date: July 19, 2018 – LEGO contest and other activities

BE IT FURTHER RESOLVED that the Township Committee be and hereby authorizes the use of Eastman Plaza from 5:00 PM to 8:30 PM for an event on the following date: July 19, 2018 – LEGO Contest and other activities

Resolution No. 2018-237:

BE IT RESOLVED by the Township Committee of the Township of Cranford on the 26th day of June, 2018 that the following checks will be refunded by the Tax Collector to the lien holder according to statutory requirements:

Redemption of Certificate# 17-00044

Block 616 Lot 26 – 22 Cherokee Road
Trystone Capital Assets, LLC.
P.O. Box 1030
Brick, NJ 08723

Refund: \$385.94
(8-01-55-000-010-029)

Premium: \$200.00
(T-15-00-000-106-000)

Resolution No. 2018-238:

BE IT RESOLVED by the Township Committee of the Township of Cranford, at a meeting held June 26, 2018 that Gina M. Tomas be, and hereby is, appointed as full-time Technical Assistant within the Construction Code Office effective July 16, 2018 at a salary of \$45,000; with a salary adjustment to \$49,000 upon completion of the Technical Assistant certification.

Recorded vote:

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

Nay: None

Abstained: None

Absent: Deputy Mayor Dooley

PUBLIC COMMENTS

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

John Pritchard, 42-44 West Holly Street, supports the Police Department promotions and service awards given out tonight. Feels residents should always remember those who served our country and those who were lost during war. Sang a song in support of the military and urged the Township Committee to request that legislators reactivate Muhlenberg Hospital and other hospitals in the area due to their proximity to Ground Zero.

James Carvalho, 9 Orange Avenue, continued his discussion from the May 22, 2018 Official meeting regarding the street paving program and public records. Mentioned that Township professionals explained to him that streets are chosen for the paving program based on road surface conditions and traffic volume. It was confirmed that the Engineering Department and the Department of Public Works are responsible for conducting road surface assessments as part of the process for choosing the streets most eligible for inclusion in the paving program while the Police Department is responsible for conducting the traffic volume assessment. Discussed the OPRA he submitted for information from 2012 – 2017 which indicated 78 streets were chosen for the paving program with no road surfacing assessments or traffic volume assessments conducted during that time period. Mentioned that he asked for the definition and description of the selection process including the process used to assess road conditions and the process used to assess traffic volume. Was told documents regarding the assessment results for each of the streets chosen for the paving program during those six (6) years did not exist. Feels the absence of these documents means the assessments were never performed.

Mr. Carvalho also discussed a conflict of the Township Committee as to whether the Engineering Department should be in-house or outsourced. Provided a breakdown of work that was completed by an in-house Engineer and an outsourced contractor during the six-year period of 2012-2017. Feels both systems are insufficient for taxpayers. Mentioned that Deputy Mayor Dooley is the Commissioner/Liaison of the Engineering Department and the Department of Public Works and referred to comments she made at the June 12, 2018 meeting that the Township spent an average of \$160,000 per year for the inspection portion of the municipal paving program. Feels at that price there should be assessments to prove why the streets were chosen.

Mayor Hannen explained that the inspections were done post paving to assure the contractor fulfilled the contract.

Mr. Carvalho apologized and clarified what he meant by his statement.

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

PROFESSIONAL COMMENTS - None**COMMISSIONER REPORTS/COMMENTS****Commissioner Mary O'Connor**

- Congratulated Sergeant O'Brien on his well-deserved promotion and wished him much success in his new position;
- Congratulated Sergeant Williams, Officer Lopez and Traffic Mechanic Fette on receiving service awards. Thanked them for their dedicated service to the community;
- Welcomed newly appointed probationary Officer Kettler. Informed him that he is joining an elite department in this state;
- Discussed the New Jersey law for children under 17 years of age to wear a safety helmet. Head injuries are the leading cause of head injuries while riding a bicycle or skating. Urged parents to make sure their children are abiding by this law. Provided a link for more information;
- Announced that the rescheduled movie night will be taking place in Hanson Park on Saturday July 14, 2018. Provided information for those interested;
- Announced that the municipal building will begin summer hours the week of July 4th;
- Congratulated the Cranford High School graduates and gave a special congratulation to her nephew for becoming the 11th CHS Alumni in the family;
- Discussed various events to be held on July 4th. And wished everyone a happy and safe Fourth of July.

Commissioner Patrick Giblin

- Congratulated Sergeant O'Brien and welcomed newly appointed Probationary Patrolman Troy Kettler;
- Congratulated the recipients of the service awards in the Cranford Police Department on their retirements;
- Announced that the Police Youth Academy will begin its boot camp. Acknowledged the officers that will be overseeing the program. Encouraged parents to get their children involved with the program;
- Discussed various events to be held during the Fourth of July celebration.

Commissioner Jean-Albert Maisonneuve

- Congratulated Sergeant O'Brien and welcomed newly appointed Probationary Patrolman Troy Kettler;
- Congratulated Patrolman Lopez, Sergeant Williams and Traffic Mechanic Fetter of the Cranford Police Department on their retirements;
- Discussed various events to be held on July 4th. Urged everyone to be safe;
- Discussed the rescheduling of the Piano in the Park event. Encouraged everyone to come out and support the event.

Mayor Thomas H. Hannen, Jr.

- Congratulated Sergeant O'Brien, newly appointed Probationary Patrolman Troy Kettler and Patrolman Lopez, Sergeant Williams and Traffic Mechanic Fetter of the Cranford Police Department on their retirements. Also thanked their families for supporting them;
- Assured the residents of Johnson Avenue that upgrades will be made to Johnson Park this summer;
- Discussed the Fourth of July fireworks and thanked the Freeholder Board for allowing Cranford to utilize Nomahegan Park for all the festivities;
- Read a letter from the Cranford Clergy Council regarding the separation of immigrant children from their parents.

On motion of Commissioner O'Connor, seconded by Commissioner Maisonneuve and passed, the Township Committee adjourned at 8:24 PM.

Respectfully submitted,

Patricia Donahue, RMC
Township Clerk

Date: June 26, 2018