

The Minutes of the **Official Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **December 17, 2019** at 7:44 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 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 Ann Dooley  
Commissioner Thomas H. Hannen, Jr.  
Commissioner Jean-Albert Maisonneuve  
Commissioner Mary O’Connor

**ABSENT:** None

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

Flag salute led by Boy Scout Troop No. 75, followed by the invocation led by Deputy Mayor Dooley.

#### **MINUTE APPROVAL**

On motion of Commissioner Hannen, seconded by Deputy Mayor Dooley and passed, the minutes of the Workshop Meeting of November 25, 2019, and the Conference and Official Meetings of November 26, 2019, were approved by indicated vote of the Township Committee:

Recorded vote:

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

Nay: None

Abstained: None

Absent: None

#### **PAYMENT OF BILLS**

On motion of Commissioner O’Connor, seconded by Commissioner Maisonneuve and passed, the Bill List dated December 17, 2019, totaling \$1,481,566.27 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 Dooley, Commissioners Hannen, Maisonneuve and O’Connor

Nay: None

Abstained: None

Absent: None

#### **MAYORAL ANNOUNCEMENTS**

Eagle Scout – Peter Martin DePonte

**WHEREAS**, Peter Martin DePonte of Cranford Boy Scout Troop 75 has completed all requirements to earn the rank of Eagle Scout; and

**WHEREAS**, the Eagle Scout rank is the highest earned rank in Scouting. Past history indicates only 2 (two) percent of all boys who join Scouting persevere to attain this distinctive accomplishment; and

**WHEREAS**, Eagle Scout DePonte has worked very hard over the past several years in Scouting and has accomplished many things. He served as a Patrol Leader, Assistant Senior Patrol Leader, Scribe and Senior Patrol Leader. He annually attended Troop 75’s summer camp at Camp Winnebago and participated in a backpacking trek at Philmont Scout Ranch in New Mexico in 2015 and 2017. Eagle Scout DePonte also attended two Sea-base sailings at St. Thomas in the U. S. Virgin Islands and at Great Abaco in the Bahamas; and

**WHEREAS**, Mr. DePonte’s Eagle Scout project entailed the restoration of Hampton Park, a once-beautiful Township park that had fallen into disrepair. He led his team to refurbish and improve several areas in the park, including the removal of graffiti on a memorable landmark and the refurbishment of a weathered park sign that needed immediate repair. Eagle Scout DePonte oversaw the replacement of deteriorating garbage cans, the addition of a dog waste removal system, the restoration of 2 (two) park benches, the installation of a picnic table and at the request of the beneficiary, landscaping was added to make the park grounds more appealing to the community.

**WHEREAS**, with completion of this project, park patrons now have a healthy and clean environment for themselves and their children to enjoy.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Cranford commend and congratulate Peter Martin DePonte for his outstanding achievements and wish him success in all his future endeavors.

#### **INFORMAL MEETING**

Mayor Giblin opened the informal meeting portion of the meeting and asked if there were any

questions or comments. Hearing no comments, Mayor Giblin closed the informal meeting portion of the meeting.

## **ORDINANCES – Final Reading and Public Hearing**

### **Ordinance No. 2019-14:**

The Township Clerk read by title only Ordinance No. 2019-14 entitled, “AN ORDINANCE ALLOCATING A PORTION OF THE ANNUAL SERVICE CHARGE RECEIVED FROM BIRCHWOOD DEVELOPERS URBAN RENEWAL ASSOCIATES, LLC TO THE CRANFORD PUBLIC SCHOOL DISTRICT”

Said ordinance having been advertised and posted in accordance with law, Commissioner O’Connor opened the public hearing.

Scott Rubin, Board of Education, thanked the Township Committee for adopting the ordinance. Appreciates the opportunity the Township has afforded the Board of Education to advocate on behalf of the students and faculty. Looks forward to the continued dialogue in Year 4 of the PILOT. Wished the Township Committee a happy, healthy and safe holiday season.

Hearing no further comments, Commissioner O’Connor closed the public hearing. On motion of Commissioner O’Connor seconded by Deputy Mayor Dooley and passed.

### **COMMISSIONER COMMENTS:**

Commissioner O’Connor explained that once the Birchwood project is completed, 70% of the annual service charge received in the calendar year of the annual service charge start date will go to the Board of Education. In year’s 3 (three,) 4 (four,) and 5 (five,) it will decrease to 55% and can be adjusted in the future if need be. Mentioned that the Township Committee has a firm commitment to the Board of Education and she fully supports the ordinance.

Said ordinance was adopted by indicated vote of the Township Committee:

#### **Recorded vote:**

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

Nay: None

Abstained: None

Absent: None

## **RESOLUTIONS – By Consent Agenda**

On motion of Commissioner Maisonneuve, seconded by Deputy Mayor Dooley and passed, the following resolutions were adopted by consent agenda:

### **Resolution No. 2019-402:**

**WHEREAS**, the Township of Cranford required an expert to provide tax appeal legal services to the Township of Cranford; and

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

**WHEREAS**, at a meeting held January 2, 2019, the Township Committee adopted Resolution No. 2018-14, authorizing an award of contract to Palumbo, Renaud and DeAppolonio, LLC. for the aforementioned service at a fee not to exceed \$30,000.00; and

**WHEREAS**, it is necessary to amend said contract for an additional amount not to exceed \$3,000.00; 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** that the Township Committee of the Township of Cranford, be and hereby amends the contract awarded to, **Renaud DeAppolonio, LLC, 190 North Avenue East, Cranford, NJ 07016** for tax appeal legal services via issuance of purchase orders in an amount not to exceed \$33,000.00.

**BE IT FURTHER RESOLVED** that said contract amount shall be charged to Account No. 9-01-20-155-100-214.

### **Resolution No. 2019-403:**

**WHEREAS**, in 2018, the Township of Cranford’s non-supervisory white-collar employees petitioned the Public Employment Relations Commission to decertify their recognized negotiations representative; and

**WHEREAS**, pursuant to that petition, the majority of the Township’s non-supervisory white-collar employees elected to decertify the recognized collective negotiations unit; and

**WHEREAS**, as a result, the Township’s Communications Officers are no longer covered by a collective bargaining agreement and recognized salary guide; and

**WHEREAS**, the Township has a need to retain qualified, dedicated Communications Officers; and

**WHEREAS**, the Township intends to enact, in place of a collectively bargained salary guide, a salary ordinance with step progressions for the Township’s Communications Officers;

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Cranford that, for the 2020 calendar year, the following Salary Guide shall apply to the Township’s Communications Officers until the effective date of a Salary Ordinance superseding this resolution:

<u>Title</u>	<u>Minimum</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Maximum</u>
Communications Officer	\$35,972.38	\$38,122.88	\$40,664.40	\$43,151.85	\$45,801.53

**Resolution No. 2019-404:**  
**BE IT RESOLVED** by the Township Committee of the Township of Cranford on the 17<sup>th</sup> day of December, 2019 that the following checks will be refunded by the Tax Collector to the lien holder according to statutory requirements:

<b><u>Redemption of Certificate# 19-00015</u></b> Block 599 Lot 2 – 2 Mc Clellan Street BB316 Investments, LLC PO Box 953 Lakewood, NJ 08701	<b><u>Refund:</u></b> \$14,701.68 (9-01-55-000-010-029) <b><u>Premium:</u></b> \$20,100.00 (T-15-00-000-106-000)
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**Resolution No. 2019-405:**  
**BE IT RESOLVED** by the Township Committee of the Township of Cranford on the 17<sup>th</sup> day of December that the Tax Collector be and hereby is authorized to expunge the following 2019 real estate taxes for reasons noted:

**Township Purchased Parcel**

Block 602 Lot 27 375 Centennial Avenue Cranford, N.J. 07016	
Total 2019 Taxes \$48,293.64	Expunged: \$12,291.91

**Resolution No. 2019-406:**  
**BE IT RESOLVED**, by the Township Committee of the Township of Cranford on the 17<sup>th</sup> Day of December, 2019 that the Tax Collector has been authorized to refund tax payments:

<b><u>TAX OVERPAYMENTS</u></b> Block 134 Lot 8 (721 Gallows Hill Rd) Amrock ATT: Disbursement Resolutions 662 Woodward Ave Detroit, MI 48226	<b><u>Refund \$3,914.76</u></b> (9-01-55-000-010-025)
Block 211 Lot 2 (38 Herning Ave) Corelogic Refunds Dept PO Box 9202 Coppell, TX 75019	<b><u>Refund \$1,630.00</u></b> (9-01-55-000-010-025)
Block 256 Lot 9 (21 Hemlock Cir) Corelogic Refunds Dept PO Box 9202 Coppell, TX 75019	<b><u>Refund \$4,198.53</u></b> (9-01-55-000-010-025)
Block 265 Lot 2 Qual C144C (217 Prospect Ave 14-4C) Corelogic Refunds Dept PO Box 9202 Coppell, TX 75019	<b><u>Refund \$1,549.97</u></b> (9-01-55-000-010-025)
Block 546 Lot 18 (56 Crane Pkwy) Corelogic Refunds Dept PO Box 9202 Coppell, TX 75019	<b><u>Refund \$2,814.51</u></b> (9-01-55-000-010-025)
Block 591 Lot 4 (33 Cranford Terr) Corelogic Refunds Dept PO Box 9202 Coppell, TX 75019	<b><u>Refund \$2,402.95</u></b> (9-01-55-000-010-025)
Block 611 Lot 22 (6 Ramapo Rd) Corelogic Refunds Dept PO Box 9202 Coppell, TX 75019	<b><u>Refund \$2,567.24</u></b> (9-01-55-000-010-025)

**CBJ ADDED/OMITTED TAXES**

Block 612 Lot 10 (5 Samoset Rd)  
Buckley, John & Geraldine  
025)  
5 Samoset Road  
Cranford, NJ 07016

**Refund \$135.86**  
(9-01-55-000-010-

Block 426 Lot 7.01 (199 Stoughton Ave)  
Grace, Sean P. & Christine  
199 Stoughton Avenue  
Cranford, NJ 07016

**Refund \$380.76**  
(9-01-55-000-010-025)

**Resolution No. 2019-407:**  
**MOVED TO ROLL CALL VOTE**

**Resolution No. 2019-408:**  
**RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING FOR DEED RESTRICTIONS OF UNITS AT 109 WALNUT AVENUE**  
**WHEREAS**, in compliance with the New Jersey Supreme Court’s decision in In re Adoption of N.J.A.C. 5:96 and 5:97 by N.J. Council on Affordable Housing, 221 N.J. 1 (2015), on or about July 2, 2015, the Township filed a Declaratory Judgment Action with the Superior Court of New Jersey (the “Court”), entitled In the Matter of the Application of the Township of Cranford, County of Morris, Docket No. MRS-1658-15, seeking a Judgment of Compliance and Repose approving its Housing Element and Fair Share Plan (as defined herein), in addition to related reliefs (the “Compliance Action”); and  
**WHEREAS**, DB Walnut Ave LLC, is a developer who has received approvals to construct 4 (four) credit-worthy affordable housing units in an inclusionary development as part of the Township’s affordable housing compliance; and  
**WHEREAS**, to ensure that the Inclusionary Development generates affordable housing credits to be applied to the Township’s Prior Round or Round 3 affordable housing obligations, the Affordable Units within the Inclusionary Development shall be developed in accordance with COAH prior round regulations, the Uniform Housing Affordability Controls, N.J.A.C. 5:80-26.1 et seq. (“UHAC”), and all other applicable law, including a requirement that 13% of all Affordable Units are available to very-low-income households as defined by the Fair Housing Act (“FHA”), and said Inclusionary Development shall be deed restricted for a period of at least 30 years (the “Affordable Units”); and  
**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Cranford, in the County of Union, New Jersey does hereby authorize execution of the Memorandum of Understanding and Deed Restrictions in connection with the Developers property known as 109 Walnut Ave in substantially the same form approved by the Township Committee.

**Resolution No. 2019-409:**  
**WHEREAS**, N.J.S.A. 40A: 4-58 provides for appropriation transfers during the last two (2) months of the year, when it has been determined it is necessary to expand for any of the purposes specified in the budget an amount in excess of the sum appropriated therefore and where it has been further determined that there is an excess in any appropriation over and above the amount deemed to be necessary to fulfill the purpose of such appropriation, the Governing Body may, by Resolution setting forth the facts, adopted by not less than two-thirds vote of the full membership thereof, transfer the amount of such excess to those appropriations deemed to be insufficient.  
**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Cranford, in the County of Union and State of New Jersey, that the Chief Financial Officer be and the same is hereby authorized to make transfers among the 2019 budget appropriations in accordance with the following schedule of transfers.

Account	From	To
Tax Assessor O/S Professional 9-01-20-150-100-214	2,000.00	
Tax Assessor S+W 9-01-20-150-100-101		2,000.00
Channel 35: S+W 9-01-20-100-130-103	2,000.00	
Channel 35: Maint. & Repairs 9-01-20-100-130-221		2,000.00
Salary Account		

9-01-36-477-100-101

28,200.00

DPW: Buildings +Grounds Supplies

9-01-26-290-100-250

10,000.00

DPW: Maintenance + Repair

9-01-26-290-100-221

15,000.00

DPW: Misc.

9-01-26-290-100-280

5,000.00

Account	From	To
Engineering: S+W		
9-01-20-165-100-101	15,000.00	
Legal Services: O/S Professional		
9-01-20-155-100-214	35,000.00	
Street Light: Utilities		
9-01-31-435-000-237	41,800.00	
Admin: O/S Professional		
9-01-20-100-100-214		70,000.00
Employee Health Benefit Waiver		
9-01-23-220-000-283		10,000.00
Finance: O/S Professional		
9-01-20-130-100-214		10,000.00

124,000.00	124,000.00
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**Resolution No. 2019-410:**  
**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; and

**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 2019 in the sum of \$5,032.46 which is now available from the State of New Jersey “State Body Armor Replacement Fund” Program, pursuant to the provision of the statute; and

**BE IT FURTHER RESOLVED** that the like sum of \$5,032.46 is hereby appropriated under the caption “State Body Armor Replacement Fund”; and

**BE IT FURTHER RESOLVED** that the above is a result of a State grant of \$5,032.46 from the State of New Jersey “State Body Armor Replacement Fund” Program.

**Resolution No. 2019-411:**  
**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; and

**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 2019 in the sum of \$5,500.00 which is now available from the State of New Jersey “Drive Sober or Get Pulled Over” Traffic Safety Campaign, pursuant to the provision of the statute; and  
**BE IT FURTHER RESOLVED** that the like sum of \$5,500.00 is hereby appropriated under the caption “Drive Sober or Get Pulled Over”; and  
**BE IT FURTHER RESOLVED** that the above is a result of a State grant of \$5,500.00 from the State of New Jersey “Drive Sober or Get Pulled Over” Traffic Safety Campaign.

**Resolution No. 2019-412:**

**WHEREAS**, the Township Committee of Cranford, at a meeting held December 17, 2019, that the Township Committee hereby requests that Chairperson Bette Jane Kowalski and the members of the Union County Board of Chosen Freeholders, authorize a Pedestrian-Actuated Rectangular Rapid Flash Beacon (RRFB) Pedestrian Crosswalk System, purchased by the Township of Cranford, to be installed by the Township at the intersection of Springfield Avenue and Balmiere Parkway in the Township of Cranford, Union County, New Jersey; and

**BE IT RESOLVED**, that the New Jersey Department of Transportation (NJ DOT) was granted approval on a blanket basis by the Federal Highway Administration (FHA) for all locations in New Jersey at which the New Jersey Department of Transportation or local highway agencies install RRFBs under the technical conditions contained in FHA’s Interim Approval Memorandum (IA-21) dated March 20, 2018 and under the provisions of Section 1A.10 of the 2009 edition of the Manual on Uniform Traffic Control Devices for Streets and Highways for the optional use of RRFBs; and

**BE IT FURTHER RESOLVED**, that the Township Committee of Cranford fully supports all traffic safety upgrades necessary at this location.

**Resolution No. 2019-413:**

**BE IT RESOLVED** that the Township Committee of the Township of Cranford hereby authorizes support of the grant application by the Downtown Management Corporation (DMC) for the Complete Streets Technical Assistance Grant Program with North Jersey Transportation Planning Authority (NJTPA).

**Resolution No. 2019-414:**

**RESOLUTION AUTHORIZING THE EXECUTION OF DEED RESTRICTIONS FOR UNITS  
AT 310 CENTENNIAL AVENUE**

**WHEREAS**, in compliance with the New Jersey Supreme Court’s decision in In re Adoption of N.J.A.C. 5:96 and 5:97 by N.J. Council on Affordable Housing, 221 N.J. 1 (2015), on or about July 2, 2015, the Township filed a Declaratory Judgment Action with the Superior Court of New Jersey (the “Court”), entitled In the Matter of the Application of the Township of Cranford, County of Morris, Docket No. MRS-1658-15, seeking a Judgment of Compliance and Repose approving its Housing Element and Fair Share Plan (as defined herein), in addition to related reliefs (the “Compliance Action”); and

**WHEREAS**, 310 Centennial Ave LLC, is a developer who has agreed to construct 2 (two) credit-worthy affordable housing units in an inclusionary development as part of the Township’s affordable housing compliance; and

**WHEREAS**, to ensure that the Inclusionary Development generates affordable housing credits to be applied to the Township’s Prior Round or Round 3 affordable housing obligations, the Affordable Units within the Inclusionary Development shall be developed in accordance with Council on Affordable Housing (COAH) prior round regulations, the Uniform Housing Affordability Controls, N.J.A.C. 5:80-26.1 *et seq.* (“UHAC”), and all other applicable law, including a requirement that 13% of all Affordable Units are available to very-low-income households as defined by the Fair Housing Act (“FHA”), and said Inclusionary Development shall be deed restricted for a period of at least 30 years (the “Affordable Units”);

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Cranford, in the County of Union, New Jersey does hereby authorize approval of the Deed Restrictions in connection with the Developer’s property known as 310 Centennial Ave in substantially the same form approved by the Township Committee.

**Resolution No. 2019-415:**

**MOVED TO ROLL CALL VOTE**

**Resolution No. 2019-416:**

**REMOVED FROM AGENDA**

**Resolution No. 2019-417:**

**REMOVED FROM AGENDA**

**Resolution No. 2019-418:**

**RESOLUTION AUTHORIZING THE EXECUTION OF LICENSE AGREEMENT  
FOR USE OF COUNTY’S RAHWAY RIVER PARK**

**WHEREAS**, the Rahway River, which runs through Cranford, is subject to frequent and on occasion, catastrophic, flooding; and

**WHEREAS**, there are two dams located in this waterway that silt-up as a natural result of their existence; and

**WHEREAS**, the Township intends to address this problem by desilting these areas and installing new flood gates at these dams; and

**WHEREAS**, Cranford can only access these dams through the County’s Rahway River Park which adjoins these dams; and

**WHEREAS**, the Township also wishes to temporarily store the dredged silt from these two dams on this adjacent County parkland; and

**WHEREAS**, the County wishes to assist Cranford in undertaking this project, as it will not only alleviate flooding in that municipality, but in municipalities upstream;

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Cranford, in the County of Union, New Jersey does hereby authorize the execution of the License Agreement for Use of County’s Rahway River Park in and with Cranford Township in substantially the same form approved by the Township Committee.

**Resolution No. 2019-419:**  
**REMOVED FROM AGENDA**

**Resolution No. 2019-420:**  
**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT FOR PAYROLL SERVICES**

**WHEREAS**, the Township of Cranford advertised a Request for Proposals (RFP) for Payroll services through a fair and open process in accordance with N.J.S.A. 19:44A-20.5 et seq.; and

**WHEREAS**, the Township of Cranford deemed that the background, experience and qualifications of Primepoint LLC. satisfies the criteria set forth in the RFP; and

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

1.

Primepoint LLC, 2 Springside Road, Westampton, New Jersey, 08060 be and hereby are awarded a contract to perform payroll services at a fee not to exceed \$60,000.00 and

2.

The Mayor and Municipal Clerk are hereby authorized and directed to execute a contract with Primepoint LLC; and

3.

This contract is awarded pursuant to the “fair and open” process (N.J.S.A. 19:44A-20.5 et seq.) and;

4.

This contract is conditional upon the Chief Financial Officer’s certification as to the availability of funds.

**BE IT FURTHER RESOLVED** that said contract amount shall be charged to Account No. 0-01-20-130-100-214

**Resolution No. 2019-421:**  
**A RESOLUTION APPROVING SALARY STEP PROGRESSION FOR EMPLOYEES PURSUANT TO THE TOWNSHIP’S SALARY ORDINANCE**

**WHEREAS**, at a meeting held May 24, 2016, the Township Committee adopted Ordinance No. 2016-06, which established ranges with minimum and maximum salaries and progressive salary steps for certain job titles within the Township of Cranford; and

**WHEREAS**, pursuant to Ordinance No. 2016-06, the Township Committee reserves the right and discretion to make salary adjustments at any time as it deems it to be in the public interest and in the interests of good management; and

**WHEREAS**, the Township has appropriated funds in the 2019 municipal budget sufficient to offset the costs of any salary adjustments effectuated hereby.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee be and hereby approves the progression in steps and/or salary increases for the following employees in the following job titles as recommended by the Township Administrator:

<i>Effective November 1, 2019:</i>				
Name	Title	Range #	Step #	Salary
Ryan Greco	Police Chief	1	4	\$168,080
Monika Koscova-Jencik	Registered Environmental Health Specialist	11	N/A	\$78,242
Jamie Haynes	Financial Specialist	11	4	\$69,000

Michael Robinson	Purchasing Agent	11	N/A	\$74,460
Carol Cole	Executive Secretary	12	N/A	\$68,696
Melissa Bongiorno	Executive Secretary	12	MAX.	\$65,000
<i>Effective January 1, 2020</i>				
Patricia Donahue	Township Clerk	7	3	\$86,168

**Resolution No. 2019-422:**

**WHEREAS**, the Township Committee of the Township of Cranford reserves the right and discretion to make salary adjustments and title changes at any time as it deems it to be in the public interest and in the interests of good management; and  
**WHEREAS**, the Township Committee is appreciative of the hard work of all of its Township Employees and is desirous of retaining dependable and experienced employees; and  
**NOW THEREFORE BE IT RESOLVED** that the Township Committee of the Township of Cranford do hereby approve the salary adjustments, effective November 1, 2019, for employees listed below:

Name	Title	Salary
Hryniewicz, Regina L.	Admin. Asst./Bldg.	\$50,792.82
Tunison, Richard	Bldg. Inspector	\$73,552.08
Patterson, Stephen G.	Fire Inspector	\$56,235.59
Jessen, Christian	Plumbing Inspector	\$62,898.56
Kobliska, Paul M.	Electrical Inspector	\$94,596.95
Marotta, Beth Ann	Dep. Court Administrator	\$46,135.22
Kennedy, Arthur S	Parking Attendant	\$39,843.55
Comb, Jean H	Sr. Records Clerk	\$46,508.39
Spricigo, Janet L	Records Clerk	\$37,540.39
Babkowski, William	Maintenance/Rec Dept.	\$44,559.72
Donnelly, Lori	Sr. Citizen Coord.	\$31,352.51
Rozman, Jenna L	Asst. Mgr./Pool	\$34,219.26
DeJesus, Rui	Maintenance/DMC	\$37,596.00
Fedorchak, Gerry	Admin. Asst./Rec	\$34,118.32
Wenskoski, Tracy	Tech. Asst./Bldg	\$53,862.12
Welsh, Suzanne	Admin Sec./Clerk	\$49,256.66
<b>Hourly Employees</b>		
Connelly, Florence H.	Mun. Court/Clerk	\$16.58
Holler, Joan	Health Dept. Registrar	\$17.60
Kozlowski, Patricia	Rec. Admin.	\$15.23
Perconte, Thomas A.	Cons. Center	\$17.47
Stavrou, Michelle	DMC/Social Media Coord	\$24.05
Andre, Betty	Admin Asst/Health Dept	\$17.60
Demyen, Caryn	DMC/Admin	\$17.86

Recorded vote:  
Aye: Mayor Giblin, Deputy Mayor Dooley, Commissioners Hannen, Maisonneuve and O’Connor  
Nay: None  
Abstained: None  
Absent: None

**RESOLUTION – By Roll Call Vote**

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

**Resolution No. 2019-415:**

**BE IT RESOLVED**, that the following is the schedule of Township Committee Meetings for the Year 2020, and  
**BE IT FURTHER RESOLVED**, that formal action may be taken at Workshop or Official Meetings, and  
**BE IT FURTHER RESOLVED**, that Workshop Meetings and Conference Meetings will be held in Room 108, and Official Meetings will be held in Room 107/Council Chambers; and  
**BE IT FURTHER RESOLVED** that the Workshop Meetings will be held at 7:00 p.m. and will be dedicated to closed session discussion from 7:00 p.m. to 7:30 p.m., and  
**BE IT FURTHER RESOLVED** that Conference Meetings will be held at 7:00 p.m. and Official Meetings will be held at 7:30 p.m.; and



**BE IT FURTHER RESOLVED** that during combined Workshop and Official Meeting dates, the Workshop Meeting will be held at 6:30 p.m. and the Official Meeting at 7:30 p.m.

Reorganization Meeting	Thursday, January 2 <sup>nd</sup>	6:00 p.m.
Combined Workshop and Official	Tuesday, January 7 <sup>th</sup>	6:30 p.m.
Budget Meeting	Saturday, January 11 <sup>th</sup>	8:00 a.m.
Workshop Meeting Conference and Official	Monday, January 27 <sup>th</sup> Tuesday, January 28 <sup>th</sup>	7:00 p.m. 7:00 p.m.
Capital Budget Meeting	Tuesday, February 4 <sup>th</sup>	7:00 p.m.
Workshop Meeting Conference and Official	Monday, February 10 <sup>th</sup> Tuesday, February 11 <sup>th</sup>	7:00 p.m. 7:00 p.m.
Combined Workshop And Official	Tuesday, February 25 <sup>th</sup>	6:30 p.m.
Workshop Meeting Conference and Official	Monday, March 9 <sup>th</sup> Tuesday, March 10 <sup>th</sup>	7:00 p.m. 7:00 p.m.
Workshop Meeting Conference and Official	Monday, March 30 <sup>th</sup> Tuesday, March 31 <sup>th</sup>	7:00 p.m. 7:00 p.m.
Combined Workshop and Official	Tuesday, April 14 <sup>th</sup>	6:30 p.m.
Workshop Meeting Conference and Official	Monday, April 27 <sup>th</sup> Tuesday, April 28 <sup>th</sup>	7:00 p.m. 7:00 p.m.
Workshop Meeting Conference and Official	Monday, May 11 <sup>th</sup> Tuesday, May 12 <sup>th</sup>	7:00 p.m. 7:00 p.m.
Combined Workshop And Official	Tuesday, May 26 <sup>th</sup>	6:30 p.m.
Workshop Meeting Conference and Official	Monday, June 8 <sup>th</sup> Tuesday, June 9 <sup>th</sup>	7:00 p.m. 7:00 p.m.
Workshop Meeting Conference and Official	Monday, July 6 <sup>th</sup> Tuesday, July 7 <sup>th</sup>	7:00 p.m. 7:00 p.m.
Combined Workshop And Official	Tuesday, August 11 <sup>th</sup>	6:30 p.m.
Combined Workshop And Official	Tuesday, September 8 <sup>th</sup>	6:30 p.m.
Workshop Meeting Conference and Official	Monday, September 21 <sup>st</sup> Tuesday, September 22 <sup>th</sup>	7:00 p.m. 7:00 p.m.
Combined Workshop And Official	Tuesday, October 13 <sup>th</sup>	6:30 p.m.
Workshop Meeting Conference and Official	Monday, October 26 <sup>th</sup> Tuesday, October 27 <sup>th</sup>	7:00 p.m. 7:00 p.m.
Combined Workshop And Official	Tuesday, November 10 <sup>th</sup>	6:30 p.m.
Workshop Meeting Conference and Official	Monday, November 23 <sup>th</sup> Tuesday, November 24 <sup>th</sup>	7:00 p.m. 7:00 p.m.
Workshop Meeting Conference and Official	Monday, December 14 <sup>th</sup> Tuesday, December 15 <sup>th</sup>	7:00 p.m. 7:00 p.m.

Recorded vote:

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

Nay: Commissioner Hannen

Abstained: None

Absent: None

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

**Resolution No. 2019-407:**

**BE IT RESOLVED**, by the Township Committee of the Township of Cranford on this 17<sup>th</sup> day of December 2019, that the carryover of 2019 vacation days for various Township employees be, and hereby are, authorized; and

**BE IT FURTHER RESOLVED**, that all 2019 vacation days must be used prior to June 30, 2020; and

**BE IT FURTHER RESOLVED** that the Township Administrator be and hereby is authorized to approve the extension of unused 2019 vacation days beyond the June 30th deadline for those employees unable to exhaust this leave due to extraordinary circumstances.

Recorded vote:

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

Nay: None

Abstained: None

Absent: None

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

**Resolution No. 2019-423:**

**BE IT RESOLVED** that the Township Committee of the Township of Cranford, New Jersey, be and hereby does authorize the Township to join the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; effective 12:01 a.m. January 1, 2020 through 12:00 a.m. January 1, 2021.

Recorded vote:

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

Nay: None

Abstained: None

Absent: None

**PUBLIC COMMENTS**

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

James Carvalho, 9 Orange Avenue, discussed the definition of discern. Discussed abstention votes that took place at the October 29<sup>th</sup> and November 26<sup>th</sup> meetings. Stated that abstention votes are a con and elaborated. Mentioned that he was approached by a reporter on November 26<sup>th</sup> for his printed text of his comments. Discussed the article that the reporter published which was riddled with inaccuracies. Mentioned that the Township's bylaws state that abstentions are made for one reason only: to address conflicts of interest. Feels some abstentions made could be discerned through research he has done. Discussed Commissioner comments made regarding conflicts of interest that caused them to abstain with the conflict being undisclosed. Stated that the Township Attorney contradicts the Commissioners by stating that an abstention vote is not an undisclosed conflict. Feels the 1) Township Committee does not follow its own rules; 2) the Township Attorney does not know the rules and 3) instead of following the rules he will just change them. Discussed the definition of volunteer.

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

**PROFESSIONAL COMMENTS****Township Administrator James Cryan**

- Thanked Deputy Mayor Dooley for her service to the Township. Its been a pleasure working with her this past year;
- Wished everyone Happy Holidays.

**Township Attorney Ryan Cooper**

- Recognized Deputy Mayor Dooley for her service. It has been a pleasure working alongside her for the past three years. Wished her luck in her future endeavors.

**COMMISSIONER REPORTS/COMMENTS****Commissioner Mary O'Connor**

- Discussed the statewide law New Jersey is planning to adopt regarding plastics, their use and disposal. Was hoping to amend the Township's current ordinance in January to allow the local business a little more time to figure out how they will proceed but the State law will supersede anything that the Township would adopt. Explained that the town's biggest interest is to make sure the small business owners have the tools they need and the time to put those tools in place;
- Spoke about the Holiday Lighting Contest. There are over 20 houses participating. Results will be posted on the Cranford Parks and Recreation Facebook page;
- Thanked the Jaycees and the Police and Fire Departments for helping Santa with his deliveries and for everything they do throughout the year. There is still time to drop off Toys for Tots at the Firehouse until December 20, 2019;
- Mentioned that there are still several business days to support the local businesses;
- Announced that the Cranford Movie Theater and the Garlic Rose are teaming up for a Dinner and a Movie event along with a pajama party on Saturday, December 21, 2019. All Cranford events will be listed on the Township's Facebook page;
- Wished everyone a happy holiday season.

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

- Congratulated Eagle Scout Peter Martin DePonte for his achievements. Wished him well in his future endeavors;
- Announced that Cranford Sunoco has reopened. Encouraged residents to start utilizing the gas station. Welcomed them back to full operation;
- Offered his condolences to Commissioner O'Connor and her family on the passing of her father;
- Spoke about the anniversary of the Sandy Hook Elementary School shooting. Stated that common sense firearm regulations could have saved their lives;
- Gave best wishes to Deputy Mayor Dooley and thanked her for her years of service to the citizens of Cranford. Her keen sense of humor and insights will be missed;
- Wished everyone a Merry Christmas, Happy Hanukah and a Happy New Year.

**Commissioner Jean-Albert Maisonneuve**

- Gave his condolences to Commissioner O'Connor on the passing of her father and congratulated her on her daughter's wedding;
- Thanked Deputy Mayor Dooley for all the insights she has provided to him with his involvement with the town. Her ingenuity and passion for this service to the community has been amazing. Cranford will miss her service;
- Congratulated Commissioner-elect Prunty;
- Wished everyone happy holidays.

**Deputy Mayor Ann Dooley**

- Expressed her condolences to the O'Connor family;
- Wished Commissioner O'Connor's daughter the best of luck on her wedding day;
- Wished all her colleagues and Commissioner-elect Prunty success, achievement and inspiration in 2020. Thanked them in advance for their service. Asked residents to encourage members of the Township Committee when they see them on the street. This job is not easy - it has a lot of backlash but also has rewards and gratification;
- Thanked all the professionals for what they do. Feels fortunate to have worked with them;
- Hopes that the quality of life for the Cranford residents has improved in some sort of way. Mentioned that her major campaign item when she ran was flood control and infrastructure. Feels over the course of the past three years, this Township Committee has made progress in that regard. Discussed flood mitigation projects that have been completed and are in progress;
- Hopeful that her career experience and skillset helped navigate some of the problems Cranford has had over the past few years regarding affordable housing;
- Wished everyone happy holidays and a fantastic 2020;
- Stated that her family has been a tremendous source of encouragement over the past three years.

**Mayor Patrick Giblin**

- Congratulated Eagle Scout Peter Martin DePonte on his achievements;
- Thanked Boy Scout Troop No. 75 for leading the flag salute this evening;
- Thanked Deputy Mayor Dooley for remembering the family of Jersey City Detective Seals and the other Jersey City victims in the recent shooting incident;
- Expressed condolences to Commissioner O'Connor and her family on the passing of her father;
- Congratulated the Cranford Jaycees, Cranford Police Department and the Fire Department on a successful Operation Santa event. Over 1500 gifts were delivered;
- Thanked Deputy Mayor Dooley for her partnership over the past three years. Her passion has been unparalleled and is looking forward to her continued guidance and advice. Also thanked her for her service to the community;
- Announced that Commissioner O'Connor's daughter will be getting married this weekend. Wished them a lifetime of happiness and looks forward to seeing pictures;
- Announced that in 2021 Cranford will be celebrating its 150<sup>th</sup> anniversary. The 150<sup>th</sup> Anniversary Committee met last week and will be hosting a logo design contest. Details will be posted on Township website;
- Announced that Cranford's Reorganization meeting will be held on Thursday, January 2, 2020 at 6 pm;
- Wished everyone a Merry Christmas, Happy Hanukah and a happy and healthy New Year.

On motion of Commissioner O'Connor, seconded by Commissioner Hannen and passed, the Township Committee adjourned at 8:17 PM.

Respectfully submitted,

Date: December 17, 2019

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Patricia Donahue, RMC  
Township Clerk