

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **October 13, 2015** at 7:30 p.m. in Room 108.

THIS MEETING IS IN COMPLIANCE WITH THE "OPEN PUBLIC MEETINGS ACT" AS ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED BY MAILING THE ANNUAL SCHEDULE OF MEETINGS TO THE CRANFORD CHRONICLE, THE UNION COUNTY LOCAL SOURCE, THE WESTFIELD LEADER, 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 Andis Kalnins  
Commissioner Barbara Bilger  
Commissioner Robert D'Ambola  
Commissioner Thomas H. Hannen, Jr.

Absent: Deputy Mayor Mary O'Connor

### **PUBLIC COMMENTS**

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

Rita LaBrutto, 104 Arlington Road, discussed the potential fee for an engineering review of permit applications. Expressed concern with the proposed fee and hopes the Township Committee does not move forward with it.

Mayor Kalnins explained that the proposal involves an escrow fee and the amount of the fee would vary depending on the type of application. Further explained that this proposal is under consideration but has not moved forward.

Ms. LaBrutto discussed the North Avenue Station Pedestrian Improvement Project and the decision to install stamped concrete rather than pavers in connection with the project. Discussed the requirement for the installation of pavers in the Special Improvement District and asked if the Township has exempted itself from that requirement. Also discussed other projects in the downtown in which pavers were required. Feels there was little discussion by the Downtown Management Corporation (DMC) concerning this project.

Mayor Kalnins discussed the project and stated that pavers were never included as part of the project. Also explained that stamped concrete is being used for this project as a trial or experimental basis.

Commissioner D'Ambola stated that he is a member of the DMC and a great deal of discussion was held by the DMC with respect to this project.

Michael Loikith, 17 Brown Terrace, discussed proposed improvements to Brookside Place and requested an update of the project.

Mayor Kalnins stated that the Township Committee is waiting for a proposal for the project.

Township Engineer O'Brien discussed a review of the area that was conducted and explained that the installation of a sidewalk would be recommended from Brown Terrace to Brookside School. The project would also include an upgrade to existing handicap curb cuts.

Caren Fiore, 12 Brown Terrace, discussed safety concerns at Brown Terrace near the school and flooding issues on the street.

Maria Loikith, 17 Brown Terrace, also discussed issues in the area.

Discussion was held as to those residents in favor of the installation of sidewalks on Brookside Place versus those opposed.

Further discussion to be held October 26, 2015.

Anthony DiGiovanni, 26 Forest Avenue, discussed PSE&G's application for improvements to the substation on South Avenue and expressed concern with the application. Explained that the plans allow for the transformer to be in the open with no façade and feels this would detract from progress made in the downtown with recent developments. Feels the Township Committee should oppose this application and also feels Union County Board of Chosen Freeholders and other legislators should be contacted for involvement.

Mr. DiGiovanni also stated that he did not receive a notice of this application. Feels he should have received notice as part owner of the Riverfront Redevelopment site. Also feels the application is not being

scrutinized because the applicant is a public utility and that the Township's direction concerning parking spaces led to this design.

Township Attorney Dabulas explained that there is state statute prohibiting governing body members from becoming involved or influencing decisions of the Planning Board.

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

### **Review Official Meeting Agenda**

Commissioner Hannen commented on the Workshop Minutes of September 28, 2015 and requested a correction of the minutes with respect to discussion that was held of the municipal office redesign. Explained that the Township Committee did not support his suggestion to table the project.

The Township Committee was agreeable. Minutes to be revised.

### **Engineering update**

#### **Phase 2B-Northeast Quadrant Stormwater Management Project**

Township Engineer O'Brien provided an update regarding Phase 2B of the Northeast Quadrant Stormwater Management Project. Stated that the timeline is dependent on the Township Committee's approval of a proposal for engineering services that was submitted by Hatch Mott MacDonald.

#### **North Avenue Station Pedestrian Project**

Township Engineer O'Brien provided an update of construction of the North Avenue Station Pedestrian Improvement Project.

### **Update re: Pepperidge Tree Memorial**

Commissioner D'Ambola provided an update of the Pepperidge Tree memorial and informed the Township Committee that concrete for the gazebo should be poured by the end of the week and the project should be complete by early November. Also discussed proposals for protection of the portion of the tree to be displayed, such as Plexiglas.

### **Website redesign**

Mayor Kalnins discussed the Township's website redesign that was presented at the previous Workshop Meeting and suggested the Township Committee provide him with questions or comments.

### **Best Practices Checklist**

Chief Financial Officer Patterson provided an overview of the Best Practices Checklist for 2015. Explained how the score impacts State aid to municipalities. Discussed Cranford's score and informed the Township Committee that there would be no impact to Cranford's aid.

Commissioner Hannen discussed a question on the Best Practices Checklist related to the revaluation of assessments.

Commissioner Hannen to follow up with Tax Assessor Peter Barnett.

## **COMMISSIONER REPORTS**

### **Commissioner Hannen**

Commissioner Hannen discussed a meeting he attended with residents of Garwood and informed the Township Committee that Garwood residents are concerned that the Township has not moved forward with the Orchard Brook Project. Explained that Garwood residents feel the project would correct flooding in Garwood.

### **Minute approval – Closed Session Minutes of September 28 and 29, 2015**

On motion of Commissioner Hannen, seconded by Commissioner D'Ambola and passed, the Closed Session Minutes of September 28 and 29, 2015 were approved by the indicated vote of the Township Committee.

#### **Recorded vote:**

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

Nay: None

Abstained: None

Absent: Deputy Mayor O'Connor

## **PUBLIC COMMENTS**

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

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

**Resolution No. 2015-105.32:**

**BE IT RESOLVED** that the Township Committee will go into closed session to discuss the following, the minutes of which will be released at some time in the future at the discretion of the Township Committee:

**Personnel**

- Construction Code Office

**Contractual**

- MDTV Property
- Engineering services

**Legal**

- CDA v. Township of Cranford
- Liquor License Transfer

**Minute Review**

- Closed Session Minutes of September 28 and 29, 2015

**Recorded vote:**

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

Nay: None

Abstained: None

Absent: Deputy Mayor O'Connor

On motion of Commissioner D'Ambola seconded by Commissioner Hannen and passed, the Township Committee returned to open session at 8:10 PM.

The Township Committee moved to Council Chambers at 8:10 PM to conduct the Official Meeting.

Respectfully submitted,

Tara Rowley, RMC  
Municipal Clerk

Dated: October 13, 2015