

The following notice appeared on the Township Committee's March 30, 2020 Workshop Agenda

**TOWNSHIP OF CRANFORD
SUNSHINE NOTICE
TOWNSHIP COMMITTEE MEETING
March 30, 2020**

Due to the ongoing public health emergency, and the Governor's Executive Orders related to the same, the Township Committee of the Township of Cranford will conduct all meetings remotely and by electronic means for the foreseeable future. The Township Committee will continue to meet on their regularly scheduled meeting dates and times. In accordance with N.J.S.A. 10:4-6 (the "Open Public Meetings Act") and consistent with the Department of Community Affairs, Division of Local Government Services guidelines, the Township Committee Meetings will be open to the public by electronic means. Residents can view the meetings on TV-35, and via livestream on TV-35's Facebook and YouTube pages. Public comments can be submitted by emailing, after the start of the meeting, **j-cryan@cranfordnj.org**. Public comments must include the resident's name and address, and will be read during the two public comment portions of the meeting.

The Minutes of the Workshop Meeting of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **March 30, 2020** at **7:17** p.m. remotely and by electronic means.

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 MAY BE TAKEN AT THIS MEETING.

Present: Mayor Patrick Giblin
Deputy Mayor Kathleen Prunty
Commissioner Thomas H. Hannen, Jr.
Commissioner Jean-Albert Maisonneuve
Commissioner Mary O’Connor

Absent: None

The Township Committee held the Workshop Meeting by telephone conference (as per the public notice, remotely and by electronic means.)

Administrator Jamie Cryan, Township Attorneys Ryan Cooper and Francine Kaplan, and Township Clerk Patricia Donahue were present.

Public Comments

Mayor Giblin opened the public comments portion of the meeting and asked if there were any questions or comments. Administrator Jamie Cryan stated that no emails had been received from members of the public. Hearing no comments, Mayor Giblin closed the public comments portion of the meeting.

Late Starter – COVID-19 Update

Fire Lieutenant Matthew Lubin, Township Coordinator, Emergency Management Council, was present.

The Mayor opened the Workshop meeting by stating that he wanted the members of the public to be further apprised of the Coronavirus as well as the Township’s emergency measures in place to cope with the public health crisis. He then introduced Fire Lieutenant Matthew Lubin, Township Coordinator for the Emergency Management Council.

Lieutenant Lubin spoke about the nature of the virus, the importance of hand washing and keeping socially distant from other people, working to stop the spread of the virus, i.e., to “flatten the curve,” the goal to keep essential services uninterrupted, stockpiling groceries (i.e.,

not necessary,) the importance of not isolating during this social distancing period and helpful website addresses.

Lieutenant Lubin spoke about a daily teleconference meeting which was held with the School Board representatives, the Mayor, the Administrator and members of the Emergency Management Council. Discussion ensued.

Review Official Meeting Agenda

Mayor Giblin inquired whether any members of the Committee were opposed to adoption of the 2020 Municipal Budget at the April 14th Township Committee Official Meeting. Commissioner Hannen inquired about the effect of the Coronavirus expenditures on the 2020 Municipal Budget. The Mayor noted that the March 31st Bill List included the over-\$2 million pension payment to the State of New Jersey.

2020 Capital Budget

Administrator Jamie Cryan provided an overview of the 2020 Capital Budget. Commissioner Hannen inquired whether the computer backup for the Administration department was included in the Capital Budget. He then inquired about the request for Riverwalk funding.

Review Official Meeting Agenda

Mayor Giblin stated that the Finance Department had just moved the sewer billing from semi-annual invoicing to annual invoicing. He noted in light of the current public health crisis, the timing of this change was not ideal. A brief discussion ensued. Mayor Giblin then requested that this matter be placed on the Township Committee's April 14th Workshop and Official Meeting agendas. He also requested that a resolution be prepared which would extend the grace period for sewer bills.

Plastic Bag Ordinance Amendment

Referring to the backup provided in the Workshop package (i.e., an amended 2019-10 plastics ordinance and State of New Jersey Senate Bill No. 864,) Commissioner O'Connor recommended that the Township amend the 2019-10 plastics ordinance. She recommended that the Township mirror the State of New Jersey's single use plastics law. Commissioner Hannen inquired whether coffee cup lids were included in the Township Ordinance 2019-10. Commissioner O'Connor recommended moving the enforcement deadline from July 1st to December 31st. Mayor Giblin inquired about the status of the single-use plastics legislation in the New Jersey Legislature. Deputy Mayor Prunty provided feedback she received from the Green Team. The Deputy Mayor acknowledged the Green Team work which had contributed to the adoption of the Township's single-use plastics Ordinance No. 2019-10. The Mayor asked each member of the Committee for their feedback on moving the enforcement date. Committee consensus was reached to move the July 1st enforcement date of Ordinance 2019-10. Mayor Giblin requested the creation of a resolution memorializing the change in enforcement date.

Commissioner Reports

Mayor Giblin provided an update on a teleconference he participated in, held the previous week, with Commissioner Hannen, the Township Administrator, the Township's Consulting Engineers (Master Consulting,) and representatives from the New Jersey Department of Environmental Protection regarding drainage issues.

Administrator Report

Referring to the Coronavirus public health crisis, Township Administrator Jamie Cryan stated that this period was challenging. He stated that the Township employees were working hard to maintain services to the Cranford residents.

Township Attorney Report

Referring to the 2019 Settlement Agreement between the Township and the Fair Share Housing Center, Township Attorney Ryan Cooper spoke about the Fairness Hearing scheduled for May. He stated that in the months ahead, more ordinances would be introduced for consideration regarding Affordable Housing.

Commissioner Reports (continued)

Commissioner O'Connor stated that Assemblyman Jon Bramnick would be hosting a Facebook Live Town Hall the following day which would provide helpful resources to residents facing Coronavirus challenges. Commissioner O'Connor requested that young people in Cranford practice social distancing.

Commissioner Hannen inquired about the Department of Public Works work schedule. The Mayor requested Commissioner Hannen work with Administrator Cryan on this matter.

Deputy Mayor Prunty encouraged residents to utilize the Township's website COVID-19 updates tab for important public health information and community resources.

Mayor Giblin thanked Lieutenant Matthew Lubin for joining the meeting today and providing important information.

Closed Session

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

Resolution No. 2020-97.8

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

- Department of Public Works (DPW)

Legal Matters

- Legal update
- Tax Appeals
- Affordable Housing
- Fair Share Housing Center

Minute Review

- Closed Session Minutes of March 9th, March 10th, March 15th, March 16th and March 22nd

Recorded vote:

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

Nay : None

Abstained : None

Absent : None

On motion of Deputy Mayor Prunty, seconded by Commissioner O'Connor and passed, the Township Committee returned to open session at 9:25 p.m.

On motion of Commissioner Maisonneuve, seconded by Commissioner O'Connor and passed, the Township Committee adjourned at 9:25 p.m.

Respectfully submitted,

Patricia Donahue
Township Clerk

Dated: March 30, 2020