

The following notice appeared on the Township Committee's April 27, 2020 Workshop Agenda

**TOWNSHIP OF CRANFORD
SUNSHINE NOTICE
TOWNSHIP COMMITTEE MEETING
April 27, 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 Page](#).

Residents who wish to participate in the virtual meeting for purposes of making a public comment or to participate in any scheduled public hearing should follow the instructions and complete the registration form available at the Township of Cranford's website at <https://www.cranfordnj.org/minutes-and-agendas>.

The Minutes of the Workshop Meeting of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **April 27, 2020** at **7:07** 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. Township Attorney Ryan Cooper stated that no email requests to join the Workshop Meeting had been received from members of the public. Hearing no comments, Mayor Giblin closed the public comments portion of the meeting.

COVID-19 Update

Fire Lieutenant Matthew Lubin, Township Coordinator, Emergency Management Council, was present via Video/Teleconference.

The Mayor stated that he wanted the members of the public to be further apprised of the Coronavirus. He then introduced Fire Lieutenant Matthew Lubin, Township Coordinator, Emergency Management Council.

Lieutenant Lubin spoke about the flattening of the area’s curve, i.e., the daily number of COVID-19 infections’ curve.

Lieutenant Lubin spoke about the number of COVID-19 cases in Cranford (379 cases.) He encouraged members of the public with non-emergency inquiries to call the Township's non-emergency telephone line (which is 908-272-2222) or to utilize Nixel. To prevent the spread of COVID-19, Lieutenant Lubin encouraged members of the public to wash their hands frequently, keep their hands away from their face, wear face masks and practice social distancing.

Referring to COVID-19-related decreased Township revenues such as loss of parking revenues, Commissioner Hannen inquired whether the Township could receive recently-awarded County stimulus money. Mayor Giblin stated that while they were awaiting guidance on the County stimulus spending guidelines, it was his understanding that the stimulus money had to be expended for COVID-19 expenses. Lieutenant Lubin noted that the Township had received some U.S. Department of Health and Human Services COVID-19 relief monies as the Township's Fire Department personnel transports Medicare-eligible residents.

Mayor Giblin encouraged residents to wear their face masks when out in the public and elaborated.

Mayor Giblin thanked Lieutenant Lubin for his work with the COVID-19 pandemic.

Memorial Day Parade

The Mayor stated that he wanted the members of the public to be apprised of the Township's Memorial Day plans. He then introduced Recreation and Parks Director Steve Robertazzi and Commissioner Thomas Hannen.

Mr. Robertazzi stated that due to the COVID-19 public health crisis, the Veterans of Foreign War were planning on conducting a ceremony which could be accessed virtually in lieu of a Memorial Day Parade. Commissioner Hannen requested that wreaths be dropped into the water to remember the lives lost at sea. Discussion ensued. Commissioner Hannen requested confirmation that he should tell the Veterans of Foreign Wars that the Memorial Day Parade should be cancelled. Committee consensus was reached to cancel the Memorial Day Parade. Mayor Giblin stated that he appreciated Mr. Robertazzi's and Commissioner Hannen's work on this matter. The Mayor stated that he had full confidence that the Veterans of Foreign War, the Memorial Day Parade Committee, Mr. Robertazzi, Commissioner Hannen and TV 35 would do a great job putting together Memorial Day events.

Municipal Pools

Deputy Mayor Prunty spoke about the Township Committee's Budget Meeting discussions which had occurred earlier in the year. She noted that during those meetings, the Township Committee acknowledged that tough fiscal decisions regarding the pools' operations would be made.

Deputy Mayor Prunty compared the pool membership revenues which are typically collected at this time in the Spring versus what had been collected thus far. She stated that the opening of the pools takes a lot of effort and money.

In light of the COVID-19 public health crisis, Deputy Mayor Prunty spoke about discussions held with Mr. Robertazzi, Administrator Jamie Cryan, Chief Financial Officer Lavona Patterson and herself regarding the pools' financials. Mr. Robertazzi spoke about webinars he was participating in and feedback he received regarding whether it would be safe for the public to swim in public pools this summer. Deputy Mayor Prunty noted that the consideration of the pool opening matter was both a health issue and an economic issue. Both Deputy Mayor Prunty and Mr. Robertazzi noted that there had not been significant guidance from the State of New Jersey regarding the opening of outdoor pools. The Committee discussed various pool opening options such as opening one of the two outdoor pools, requiring pool member temperature checks, requiring that pool members bring their own chairs to the pool and opening the pool on July 1st. Further discussion ensued on the amount of time needed to open a pool, opening the pools for the sake of members' mental health, opening the pools only for Cranford residents and opening two pools using social distancing. Mr. Robertazzi said that the operation of the Kidz Club would have to be considered. Additional discussion ensued regarding the startup costs associated with the Centennial Avenue and Orange Avenue pools, the number of members in the 2020 Summer Pool Season, the importance of getting the pools cleaned up, needed training for the Staff and the use of wristbands to enforce social distancing.

Township Committee Reschedule of July 6th and 7th Meeting Dates Due to July 7th Primary Election

Mayor Giblin stated that the Primary Election had been moved from June to July 7th. In light of necessary Primary Election preparation, the Mayor stated that the Clerk's department requested that the July 6th and July 7th Township Committee meetings be rescheduled. Committee consensus was reached to move the Township Committee meetings to Tuesday, July 14th (for Combined Workshop and Official Meetings.)

COVID-19 Public Health Crisis Effect on Municipal Budget

Mayor Giblin spoke about the upcoming May and July residential property tax payment deadlines. Deputy Mayor Prunty spoke about expected difficult financial times for the Township. She suggested that the Township Committee review revenue data with comparison analyses and elaborated. Commissioner O'Connor offered her help to assist Deputy Mayor Prunty with the scrutiny of the Township's finances. Discussion ensued. Mayor Giblin stated that the "COVID-19 Public Health Crisis Effect on the Municipal Budget" agenda topic should be a recurring Workshop Agenda topic. He stated that this situation could drag on for a year or two.

Rahway River Mayors Council

Mayor Giblin stated that the New Jersey Department of Environmental Protection (NJ DEP) had recently corresponded with the Township regarding the Kenilworth Boulevard Dam. Commissioner Hannen further elaborated about the NJ DEP plan for the Dam.

Review Official Meeting Agenda

Mayor Giblin inquired whether there were any comments regarding the Official Meeting Agenda.

Commissioner O'Connor stated that she would like a resolution pertaining to Boxcar Inc. on the following evening's Official Meeting agenda. She stated that residents were thrilled with the program and the Boxcar grocery drive-thru was successful in other towns. Commissioner Hannen stated that he agreed with Commissioner O'Connor. Discussion ensued regarding the popularity of the program, health inspections, whether a nominal fee should be requested from Boxcar Inc., the timeframe associated with the original resolution, the renting of refrigeration trucks and insurance associated with Boxcar Inc. Deputy Mayor Prunty suggested a more formal structure to the arrangement, including guidelines for business use of municipal property which would include fees and specific hours of operation. Mayor Giblin stated that the Boxcar Inc. matter had not been requested as a meeting agenda item. Further discussion ensued.

Minute Approval – Closed Session Minutes of April 14th

Commissioner Hannen made a motion to adopt the Closed Session Minutes of April 14th. Commissioner O'Connor seconded the motion. Mayor Giblin, Deputy Mayor Prunty, Commissioners Hannen, Maisonneuve and O'Connor voted to approve the Closed Session minutes of April 14th.

Commissioner Reports

Commissioner O'Connor stated that a member of Project Graduation had reached out to her regarding a proposal to hang High School graduating senior banners. She noted that this initiative would commemorate the students facing a non-traditional graduation due to the COVID-19 public health crisis. Deputy Mayor Prunty stated that she liked the idea and recommended that Commissioner O'Connor reach out to Downtown Management Corporation (DMC) Gabe Bailer for pole numbers.

Commissioner O'Connor stated that another "Light the Night" evening was scheduled for the upcoming Sunday, May 3rd. She encouraged residents to participate to exhibit their gratitude for the community's first responders, essential workers and health care workers.

Commissioner O'Connor noted that she would also speak to DMC Director Gabe Bailer regarding a Cranford gift check program.

Referring to planning for the possible Project Graduation Senior banner proposal, Commissioner Hannen asked Commissioner O'Connor to consider the annual Memorial Day banners for the "Cranford 86" War heroes.

Commissioner Hannen inquired whether the Township had made an announcement regarding the Tax bill drop-off box behind the Township building. Deputy Mayor Prunty responded that payment information was available in the recent Township newsletter, on TV 35 and on the Township website.

Closed Session

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

Resolution No. 2020-97.11

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
- Affordable Housing

Minute Review

- Closed Session Minutes of April 14th

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 Maisonneuve and passed, the Township Committee returned to open session at 10:19 p.m.

On motion of Deputy Mayor Prunty, seconded by Commissioner Maisonneuve and passed, the Township Committee adjourned at 10:19 p.m.

Respectfully submitted,

Patricia Donahue
Township Clerk

Dated: April 27, 2020