

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **February 10, 2020** at **7:00 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 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 Prunty
Commissioner Thomas H. Hannen, Jr.
Commissioner Jean-Albert Maisonneuve
Commissioner Mary O'Connor

Absent: None

Public Comments

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

Ms. Barbara Krause of 20 Pittsfield Street invited members of the public to attend the President's Day planting of a cherry tree at Memorial Park.

Ms. Krause then spoke about a recent Environmental Commission meeting's agenda topic of "Need for New Projects". Referring to a handout, Ms. Krause suggested that Cranford duplicate "trees clean air" flags which are visible in the downtown area of the Borough of Chatham. She further elaborated about this proposal.

Ms. Krause distributed a handout regarding the Town of Westfield's work with restricting Vape Product sales.

Ms. Catherine Zambito of 125 Hillcrest Avenue inquired about the Township's Capital Budget. Mayor Giblin responded that her neighborhood would not be forgotten. He stated that he participated in a teleconference meeting that day with the Administrator and the Township's Consulting Engineers regarding Capital budget proposed project work. The Mayor then elaborated about the storm sewer capability work on South Union Avenue. Ms. Zambito spoke about her concerns pertaining to school children walking to school, particularly on the James Avenue side.

Commissioner O'Connor suggested placing cones in that area. Discussion ensued. Commissioner Hannen noted that scheduled improvements for neighborhoods can occur months after they are approved and planned due to the length of funding cycles.

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

Special Pay Plan

Mr. Bruce Linger of Lincoln Financial Advisors and Mr. C. Kurt Miller of BENCOR, Inc. were present.

Mr. Linger introduced Mr. Miller to the Township Committee. Mr. Miller then presented BENCOR's Special Pay Plan. He noted that the Special Pay Plan was a retirement benefit program for (according to Mr. Miller's handout) governmental and school district employees with accumulated vacation, sick, or other leave pay." Discussion ensued regarding the inception year of the program (1996,) the mandatory requirement of the program, experience with the plan in school districts in Florida and how the plan would work with the Township's unions (i.e., through an amendment to the Collective Bargaining Agreement.) Mayor Giblin requested that US BENCOR review the data from Cranford to analyze possible plan implementation.

Closed Session

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

Resolution No. 2020-97.3

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 Assistant Superintendent

Legal Matters

- Legal update
- Affordable Housing
- Alcoholic Beverage License
- Fair Share Housing Center
- 201 Walnut Avenue

Recorded Vote:

Aye:	Mayor Giblin, Deputy Mayor Prunty, Commissioners Hannen, Maisonneuve and O'Connor
Nay:	None
Abstained:	None
Absent:	None

On motion of Commissioner Hannen, seconded by Commissioner O'Connor and passed, the Township Committee returned to open session at 8:31 p.m.

Memorial Day Parade/Cranford 86

Mr. Don Sweeney of 123 Thomas Street was present.

Mr. Sweeny spoke about the Cranford 86 project and Memorial Day Parade plans. Discussion ensued including the need for help with banners.

Mayor Giblin thanked Mr. Sweeney for the donated sword to Council Chambers. A brief discussion ensued.

Chamber of Commerce – 2020 Outlook, Street Fair Authorization, Office lease and Upcoming Events

Ms. Gina Tipton, Executive Director and Mr. Andis Kalnins, President of the Cranford Area Chamber of Commerce were present.

Ms. Tipton and Mr. Kalnins spoke about the recent Chamber of Commerce transition with the retirement of Ms. Dottie Baniewicz. They then spoke about the upcoming 75th anniversary of the Chamber, their partnership with Gateway, reaching businesses outside of the Special Improvement District (SID), their recent kickoff event, the upcoming Mayor's breakfast, getting "back" to the core principles of the Chamber and 2020 Chamber Street Fairs.

Deputy Mayor Prunty spoke about some participating businesses in the SID and their opposition to table fees during the Chamber Street Fairs. Commissioner Maisonneuve inquired about the number of SID businesses in the Chamber. Township Clerk Patricia Donahue distributed an updated proposed Resolution No. 2020-141 pertaining to the 2020 Cranford Street Fairs (which would be considered by the Township Committee at the following evening's Official Meeting.) Mr. Kalnins inquired about the rent charged to the Chamber for use of the Municipal Building's first floor office. Mayor Giblin inquired about the rent amount. Mr. Kalnins stated that the rent was \$600 a month. Mr. Kalnins noted that Ms. Tipton and he were willing to give their tenure a one (1) year try.

Master Plan Reexamination Report Recommendation – Design Guidelines

Mayor Giblin suggested a Committee be formed pertaining to the Design Guidelines and the Master Plan Reexamination Report. Committee consensus was reached to approve the Mayor's suggestion. Both Commissioner O'Connor and Deputy Mayor Prunty stated that they would like to sit on such Committee. Discussion ensued.

DPW (Department of Public Works) Superintendent Search

Commissioner Hannen and Administrator Jamie Cryan stated that the DPW (Department of Public Works) Superintendent Search was underway. They stated that they expected specific candidates would be discussed at the February 25th Closed Session Township Committee meeting.

Engineering Department

Commissioner Hannen stated that he expected there would be a recommendation at the next Township Committee meeting regarding the configuration of the Engineering Department. A brief discussion ensued.

Proposed Ordinance – Sewer Fee – Semi-Annual Schedule to Annual Schedule

Administrator Jamie Cryan noted that the Commissioners would consider the proposed Sewer Fee ordinance (for introduction) at the following evening's Official Meeting. He explained that the billing of sewer fees for residents would move from a semi-annual schedule to an annual schedule. Commissioner Maisonneuve inquired about residents who could not afford the move to an annual schedule. Chief Financial Officer Lavona Patterson responded that such cases would be brought to the attention of the Administrator. Commissioner Hannen inquired about the commencement of the billing period. Discussion ensued.

Proposed Ordinance – Pool Fee Increases, Guest book Fees, Senior Age, Young Adult Age and Various

Administrator Jamie Cryan noted that the Commissioners would consider the proposed "Pool Fee Increases, Guest book Fees, Senior Age, Young Adult Age and Various" ordinance (for introduction) at the following evening's Official Meeting. Mr. Cryan noted the ordinance had captured the pool fee changes which had been discussed at the Township Committee's January 27th Workshop Meeting. He noted that Mr. Robertazzi had reviewed the ordinance for accuracy and had emailed edits to the proposed ordinance that afternoon. A brief discussion ensued.

Rahway Valley Sewerage Authority Excess Rental Charges

Commissioner Hannen provided an update on the Rahway Valley Sewerage Authority Excess Rental charges matter. The Mayor recommended that it was no longer necessary to include this issue as a recurring Workshop Meeting agenda item.

Rahway River Mayors Council

Mayor Giblin provided an update on the Rahway River Mayors Council, specifically regarding the previous week's meeting of the Council and an update on a Mayor's Council meeting to Washington D.C. Mayor Giblin noted that he would circulate a Council report.

Downtown Parking

Deputy Mayor Prunty stated that the Parking Committee's next meeting was scheduled for February 20th. Mayor Giblin spoke about the Downtown Management Corporation's (DMC) request for a parking study.

Review Official Meeting Agenda

Commissioner Hannen inquired about two bill payments on the Bill List pertaining to Maser Consulting, P.A. and Mott MacDonald, LLC.

Mayor Giblin directed Township Clerk Patricia Donahue to remove proposed Resolution No. 2020-126 (pertaining to the Cranford Library grant application to the State of New Jersey) from the following evening's Official Meeting agenda.

Commissioner Hannen requested that proposed Resolution No. 2020-131 (pertaining to the request to the Planning Board to evaluate certain properties on North Avenue) be moved to a Roll Call vote on the following evening's Official Meeting Agenda.

2020 Budget Process

Chief Financial Officer Lavona Patterson noted that the Township's auditor confirmed that the Municipal Budget could be introduced at the Township Committee's February 25th Official Meeting. She elaborated about the State of New Jersey's Division of Local Government Services FAST system. A brief discussion ensued.

2020 Capital Budget

Administrator Cryan spoke about the previous week's Capital Budget meeting in which the Township heard requests from department heads which totaled over \$5 million. The Commissioners discussed some of the proposals and requests including technology for the TV 35 department, the Department of Public Works' vehicles, the Police Department's hand guns, the Downtown Management Corporation's (DMC) mural, archway signage, digital kiosk and parking study, the electrical charging station, the Recreation Department's gym flooring, Engineering projects, backup computer system for the Administration department and funding for the First Aid Squad. Further discussion ensued regarding financing 375 Centennial Avenue as well as previous year ordinances. Commissioner Hannen inquired whether there was a restriction on refinancing bonds.

Administrator Cryan stated that the requests received would be summarized in a spreadsheet.

Public Comments

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

Ms. Rita LaBrutto of 104 Arlington Road inquired about the redevelopment on North Avenue. She asked if the Township was considering comingling properties. Ms. LaBrutto noted that the Parking Garage was empty at night. Ms. LaBrutto inquired if the Fairness Hearing was still scheduled. Township Attorney Ryan Cooper responded that it was planned for February 19th. Further discussion ensued.

Ms. LaBrutto noted that the shrubbery at the QuickChek was awful. Discussion ensued. Ms. LaBrutto inquired about “getting” District 3 re-surfaced and curbs at Arlington and Hamilton. She suggested that the Township invest in 3-D equipment or hire a planner with expertise in green space and parking issues.

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

Closed Session

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

Resolution No. 2020-97.3

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- 201 Walnut Avenue

Recorded Vote:

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

On motion of Commissioner Hannen, seconded by Commissioner O'Connor and passed, the Township Committee returned to open session at 11:00 p.m.

On motion of Commissioner Hannen, seconded by Commissioner O'Connor and passed, the Township Committee adjourned at 11:00 p.m.

Respectfully submitted,

Patricia Donahue
Township Clerk

Dated: February 10, 2020