

**The following notice appeared on the Township Committee's June 8, 2020 Workshop Meeting Agenda**

**TOWNSHIP OF CRANFORD  
SUNSHINE NOTICE  
TOWNSHIP COMMITTEE MEETING  
June 8, 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 **June 8, 2020** at **7:00 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/video conference (as per the public notice, remotely and by electronic means.)

\*Commissioner Hannen arrived to the Conference Meeting at 7:02 p.m.

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

Zoning Officer Jason Bottcher was 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.

### **Municipal Building Re-opening/Summer Hours**

Administrator Jamie Cryan spoke about the proposed re-opening of the Municipal Building (in light of the COVID-19 public health crisis.) He noted that the Building was fully staffed. Mr. Cryan stated that when employees could not fully socially distance, employees stayed home (on alternate days.) He stated that desks and plexi-glass were expected to arrive to the Building by June 19<sup>th</sup>.and the Building would be completely ready by the week of June 22<sup>nd</sup>. Mayor Giblin inquired when the Building would open to the Public. Mr. Cryan stated that such decision would be a decision made by the Township Committee. Discussion ensued as to whether June 22<sup>nd</sup> was

a realistic start date, whether some employees whose offices didn't yet meet correct social distancing guidelines could be moved to a second building to work, the status of Recreation Department employees, whether the Township Building could open before all the offices were outfitted with proper distancing materials, the offices which needed to be outfitted for workplace safety and surrounding communities' opening plans (none thus far,) Noting there were some "loose ends," Mayor Giblin suggested that this topic be placed as an Agenda topic on the following evening's Conference Meeting Agenda.

Mayor Giblin asked Administrator Cryan for his Summer Hours recommendation. Mr. Cryan replied that he didn't want the topic on the Agenda. Commissioner Hannen inquired why we were discussing this topic when the Township Building wasn't open. Deputy Mayor Prunty noted that she agreed with Commissioner Hannen.

### **Municipal Pools Update**

Recreation Director Steve Robertazzi joined the teleconference/videoconference.

Mayor Giblin spoke about the Governor's signing of an executive order that day regarding the opening of summer pools on June 22nd. He asked Mr. Giblin to "walk through" the Summer Pool opening memo he had prepared for the Township Committee. Mr. Robertazzi recommended opening one pool. Mayor Giblin inquired which pool should open. Mr. Robertazzi responded that his recommendation was to open the Orange Avenue Pool. Discussion ensued about the Governor's open date of June 22<sup>nd</sup> and whether Cranford could open on that date. The Mayor asked the Township Committee their recommendation for membership and guest passes. Discussion ensued on membership fees and opening only one pool, why Orange Avenue was the preferred pool to open, the Pool's financials, whether the snack stand would open, whether members would get refunds and crediting members in lieu of refunds,

Mayor Giblin stated that he would summarize the recommendation presented so as to "nail it down". He stated that one pool would open, membership fees would be the same, the concession stand opening was uncertain at this time, there would be no swim lessons and pool parties, only residents would be eligible to join the pool and there would be no sale of guest passes. Further discussion ensued regarding a pool social distancing manager, bathroom attendants, a contingency backup and how to register to join the pool

Mayor Giblin inquired if members of the Township Committee were "okay" to move forward with the Orange Avenue Pool opening. Each member of the Township Committee stated "yes".

### **Cranford Summer Camp Programs**

Recreation Director Steve Robertazzi spoke about the Governor's Executive Order pertaining to the resumption of summer camp programs. He stated that he was still waiting to receive specific guidelines regarding camp operations. Mr. Robertazzi stated that the camps would be very difficult to conduct. He noted that the Township was still waiting to hear from the County and

the School Board regarding the use of their facilities for the Summer Camp Program. Mr. Robertazzi noted the Township would have to obtain port-a-potties and running water stations. Mr. Robertazzi recommended that the Township not conduct Playground Camp and Kidz Club programs this summer. Discussion ensued.

### **Cranford West**

Mayor Giblin noted that at a previous Township Committee Meeting, there had been discussion about opening Cranford West for weekday use. He noted that the camp area was available for residents' use from the end of June to Labor Day (in September.) Mr. Robertazzi stated the he was working to get the Cranford West applications on-line. He noted that some repairs were needed at the Camp. Mr. Robertazzi stated that pervious Directors would be contacted regarding whether they would like to serve as Director again. The Mayor inquired about the cost of using the facility. Mr. Robertazzi stated that its use cost \$25 a night. The Mayor noted that the only cost mid-week was the Director fee. Mr. Robertazzi noted the the Camp would be at half-use occupancy (due to COVID-19.)

### **Cranford Summer Camp Programs (Continued) and Late Starter Library Update**

Mayor Hannen inquired if Mr. Robertazzi could reach out to nursery schools and churches for Summer Camp use at their non-utilized spaces. Mr. Robertazzi responded that he would conduct such outreach. Deputy Mayor Prunty suggested that businesses also be contacted for the same type of inquiry. Mayor Hannen inquired about the Library opening.

### **Cranford West (Continued)**

Mayor Giblin confirmed with Mr. Robertazzi that he would communicate to the Cranford community that mid-week use was now available at Cranford West. He stated that Cranford West was a unique asset owned by the Township.

### **Library Update (Continued)**

Deputy Mayor Prunty stated that no date had yet been released for the Library Re-opening. She spoke about curbside pickup for books.

Recreation Director Steve Robertazzi left the teleconference/videoconference meeting.

### **Cranford Conservation Center**

Mayor Giblin stated that while it may be a matter too late in the year to consider for change this year, he thought the Township Committee in the future should consider some changes at the Conservation Center such as using grass for biofuel (as there are costs to the Township for grass cuttings pick up) and collecting more recyclables than just recyclable materials one (1) and two (2). He noted that commercial businesses may be dropping off their cardboard waste and landscapers may be dropping off their grass clippings at the Conservation Center. Discussion ensued.

## **2020 Community Forestry Management Plan – Mr. John Linson**

Mr. John Linson joined the teleconference/videoconference.

Mr. John Linson of the Shade Tree Department LLC stated that he was a licensed tree expert.

Mr. Linson noted that he had written three (3) prior tree plans for the Township. He noted that the previous plans each covered five (5) years in duration. Mr. Linson provided an overview of the prepared report “Community Forestry Management Plan January 2020.” Mr. Linson elaborated about the benefits of following the plan. He stated that the Township’s tree plan was not being maintained. Mr. Linson recommended that a consultant work to clean up the Township’s tree inventory once a year. Mr. Linson noted that while the Township had fallen a little behind with re-planting, a good variety of trees had been planted. He further elaborated about the Plan’s narrative and recommendations for the Township.

Mayor Giblin requested that the Plan be uploaded to the Township website.

## **Conditional Use Audit - Zoning Officer Jason Bottcher**

Zoning Officer Jason Bottcher stated that Administrator Cryan had requested that he conduct a Conditional Use Audit a few months ago. Mr. Bottcher stated that request had led to the final draft of the circulated report (“Zoning Audit: Conditional Uses”). Mr. Bottcher stated that he had presented such report to the Planning Board the previous week during a Closed Session meeting. Discussion ensued between members of the Township Committee and Mr. Bottcher regarding some of the narrative in the Report including vacancy figures and matters in Cranford. Deputy Mayor Prunty stated that the Report was one of the smartest things she had seen in a long time. She stated that it would keep the Downtown strong. Mayor Giblin thanked Mr. Bottcher for his work. He spoke about the goal of making Cranford a business-friendly place. Commissioner Maisonneuve thanked Mr. Bottcher for the Report. He stated that he had heard for over ten (10) years about the difficulties of doing business in Cranford. Mayor Giblin requested that Mr. Bottcher work with Commissioner Liaison O’Connor on moving forward with next steps. Commissioner O’Connor spoke briefly about outreach to residents. She noted that she would contact Mr. Bottcher that week regarding moving forward with the Report.

## **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 Ms. Sophia Elkhoury had submitted an email request to join the Workshop Meeting. The Mayor noted that her public comments would coincide with the Township Meeting Agenda topic of Cranford Social Media.

### **Cranford Social Media**

Ms. Elkhoury thanked the Township Committee for the opportunity to comment. She stated that she was here to discuss the Social Media account, “Cranford Uncensored.” Ms. Elkhoury stated that the account was run by certain members of the Cranford Police and Fire departments. Ms. Elkhoury spoke about the bullying and racist comments and actions which occurred on the account. She stated that comments she had received on the account included remarks directing her to stop eating and to kill herself. Ms. Elkhoury stated that participants in “Cranford Uncensored” commented about people with disabilities, African Americans and President Trump’s remarks about protests. Ms. Elkhoury requested that people, including Cranford employees, to get off of the “Cranford Uncensored” social media site.

Commissioner Maisonneuve thanked Ms. Elkhoury for speaking about this situation and said that doing so was not easy. Commissioner Maisonneuve asked the Township Committee to take the lead and not stand for this situation. Deputy Mayor Prunty stated that both personally and as an elected official, she found this situation appalling. Commissioner Hannen stated that he deplored racism in all forms. Commissioner O’Connor stated that Cranford represents an ideal and the “Cranford Uncensored” site does not represent that ideal. She stated that she believed strong voices would prevail. Mayor Giblin stated that he made his position clear a few weeks ago. He stated that public officials can put a “stake in the ground.” Mayor Giblin stated that Ms. Elkhoury’s comments about “Cranford Uncensored” were shameful to hear.

Mayor Giblin asked Commissioner Maisonneuve for his recommendation. Commissioner Maisonneuve suggested the Township Committee consider a resolution condemning the “Cranford Uncensored” site. Discussion ensued. Committee consensus was reached that such resolution for consideration would be placed on the following evening’s Official Meeting Agenda.

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

### **Commuter Parking**

Mayor Giblin stated that the Parking Permit renewals had been mailed to parking permit holders. He noted that a request had been made for a renewal extension of the reply period. Discussion ensued regarding extending the renewal period deadline and whether permit holders should be reimbursed for non-use of parking during the Coronavirus period. Mayor Giblin, Commissioner Hannen, Commissioner O’Connor and Commissioner Maisonneuve stated that they were not in favor of refunding the permit holders. Mayor Hannen suggested that the Commuter Parking matter be a follow-up Agenda item on the following evening’s Conference Meeting Agenda.

### **New Jersey Alcoholic Beverage Control (ABC) License Transfer**

Township Clerk Patricia Donahue stated that her office had received a transfer application from Iron Ore Properties to assume the Alcoholic Beverage Control (ABC) License from Bar Americana (Cervantes.) Mayor Giblin inquired about the address for the license transfer. Township Attorney Ryan Cooper responded that the new ABC addresses were 100 and 104 South Avenue. Ms. Donahue noted that the Police Department was processing the required financial review of the transfer application.

### **COVID-19 Public Health Crisis Effect on Municipal Budget**

Mayor Giblin stated that in light of the COVID-19 Public Health Crisis, the Township was continuing to monitor its revenue streams. Deputy Mayor Prunty stated that the May 1<sup>st</sup> Tax collection rate was good. Mayor Giblin stated that COVID-19 expenses had been submitted for reimbursement consideration.

### **C3 Sewer License**

Administrator Jamie Cryan spoke about New Jersey Department of Environmental Protection's C3 Sewer License requirement. He stated that with Steve Wardell's retirement last year and the subsequent loss of that credential, the Township needed to contract for that expertise. Mr. Cryan suggested that the Township develop such a contract with Maser Consulting. Discussion ensued. Members of the Township Committee reached consensus to move forward with executing an agreement with Maser Consulting for the provision of C3 Sewer License professional services.

### **Rahway River Mayors Council**

Mayor Giblin stated that he had received correspondence from Mr. Dan Aschenbach. Commissioner Hannen spoke briefly about such memo's message, specifically that 1) key Washington D.C. contacts had assisted the Council and 2) he was looking forward to the upcoming local meeting.

### **Review Official Meeting Agenda**

Mayor Giblin inquired whether there were any questions regarding the following evening's Official Meeting Agenda.

Discussion ensued regarding the Official Meeting's two placeholder resolutions: 1) a revised Alden Street Closure resolution and 2) a proposed contract for condemnation appraisal at 750 Walnut Avenue resolution.

Commissioner Hannen stated that he may abstain during the following evening's roll call vote pertaining to the Bill List.

### **Minute Approval – Closed Session Minutes of May 26th**

Commissioner O'Connor made a motion to adopt the May 26<sup>th</sup> Closed Session Minutes. Mayor Giblin seconded the motion. Mayor Giblin, Deputy Mayor Prunty, Commissioners Hannen, Maisonneuve and O'Connor voted to approve the Closed Session minutes of May 26<sup>th</sup>.

### **Late Starter – Township Attorney Comments**

Township Attorney Ryan Cooper spoke briefly about the Township's Affordable Housing Settlement with Fair Share Housing Center. He stated that the Township Committee would discuss awarding a contract for a condemnation appraisal at 750 Walnut Avenue and a resolution pertaining to such award may be on the following evening's Official Meeting agenda.

### **Township Committee Comments**

Deputy Mayor Prunty noted that we awaited guidance from the State regarding the opening of massage businesses and nail salons.

### **Closed Session**

Mayor Giblin suggested that the Committee break for ten (10) minutes and then move into Closed Session.

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

### **Resolution No. 2020-97.15**

**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:

### **Legal Matters**

- Legal Update
- Affordable Housing-201 Chestnut Street and 100-126 South Avenue properties
- 750 Walnut Avenue

### **Minute Review**

- Closed Session Minutes of May 26<sup>th</sup>

### **Recorded vote:**

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



On motion of Commissioner Maisonneuve, seconded by Deputy Mayor and passed, the Township Committee returned to open session at 10:31 p.m.

On motion of Commissioner Maisonneuve, seconded by Deputy Mayor Prunty and passed, the Township Committee adjourned at 10:31 p.m.

Respectfully submitted,

Patricia Donahue  
Township Clerk

Dated: June 8, 2020