

TOWNSHIP OF CRANFORD
SUNSHINE NOTICE
TOWNSHIP COMMITTEE MEETING
August 11, 2020

The Township Committee of the Township of Cranford will conduct the August 11th Official Meeting in person. For members of the public who wish to attend the Township Committee Meetings, please enter the Township Building at the Police Dispatch entrance.

Please note that, due to the ongoing public health emergency, the Township Committee is also permitting public participation via electronic means. Residents who wish to participate in the Township Committee meeting via electronic means, 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>.

Residents can still view the meetings on TV-35, and via livestream on [TV-35's Facebook Page](#).

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **August 11, 2020** at 6:34 p.m. in Council Chambers.

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 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

*Commissioner Hannen arrived at 6:43 PM.

PUBLIC COMMENTS

Mayor Giblin opened the public comment portion of the meeting and asked if there were any questions or comments. Hearing no comments (and checking with Township Attorney Ryan Cooper that no emails had been received for public comments Mayor Giblin closed the public comment portion of the meeting.

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

Resolution No. 2020-97.17:

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-Fair Share housing Center Settlement

Personnel

- June Salary Review
- Tax Assessor Department
- Business and Economic Development

Contractual Matters

- Affordable Housing-201 Chestnut Street and 100-126 South Avenue
- Department of Public Works

Minute Review

- Closed Session Minutes of July 14, 2020

Recorded vote:

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

Nay: None

Abstained: None

Absent: None

On motion of Commissioner Maisonneuve seconded by Deputy Mayor Prunty and passed, the Township Committee returned to open session at 7:07 PM.

375 Centennial Avenue-DMR Architects

DMR Architects Project Manager Jeffrey Curry was present.

Mr. Curry discussed the feasibility study and various concept plans for 375 Centennial Avenue. Spoke about various surface options and stated that the rubberized flooring might be the best option.

Discussion held regarding the installation of bathrooms or locker rooms in the facility.

Discussion held regarding whether dividers or curtains should be used to section off the space and proposed number of dividers and curtains. Various types of lighting were also discussed.

Mr. Curry to provide a cost estimate regarding the installation of artificial turf and rubberized flooring.

Deputy Mayor Prunty inquired about the maximum number of sports that can be in the building.

Commissioner Maisonneuve asked which sports are currently in high demand.

Mr. Curry explained that it depends on the need of the town.

COVID-19 Public Health Crisis Effect on Municipal Budget

Chief Financial Officer Patterson informed the Township Committee that the tax collection rate for the 2020 Third Quarter was 95%.

2019 Annual Township Audit

Chief Financial Officer Patterson discussed the Township's surplus and noted that the surplus has doubled. Spoke about the 2019 Audit and corrective action comments.

Request for Proposal (RFP) for Parking Study

Deputy Mayor Prunty stated that the Parking Study was included in the Capital budget. Feels it is much needed because it is a way to meet objectives. Hopeful that the Commissioners are in agreement to move forward with this initiative.

Commissioner Hannen stated that he is in favor of the Parking Study but does not feel this is the right time to do it. Feels the usage of the parking lots are not accurate because of the pandemic.

Deputy Mayor Prunty does not agree with Commissioner Hannen's comment. Mentioned that the projected use with the dynamic of change has been taken into consideration. Wants to keep the study on track without delays.

Commissioner O'Connor stated that the flexibilities that exist will be looked at.

Downtown Cranford Pandemic Response Plan

Business and Economic Development Director Gabe Bailer provided a presentation on the downtown pandemic response plan for businesses.

Commissioner Hannen discussed the flatbeds and a barrier that was removed because of site lines. Questioned if a business is able to enhance the parklets to prevent or reduce fumes and noise from passing vehicles.

Deputy Mayor Prunty questioned if each business will be responsible for their own parklets.

Commissioner Maisonneuve would like to see continuity with the parklets and recommended a parklet kit be provided to all business owners participating.

Business and Economic Development Director Bailer stated that there are different options to choose from.

Commissioner O'Connor asked if a permanent dinning area could be placed on one side of the street.

Business and Economic Development Director Bailer discussed street closures and how certain restaurants would benefit from it.

Discussion held regarding the parklets and if the materials could be used again in the future.

Commissioner Hannen seeking a timeframe for the parklets and if there is a provision for overhead coverings.

Commissioner Maisonneuve discussed the use of tents.

Business and Economic Development Director Bailer noted by early November the parklets are estimated to be taken down.

Conditional Use Audit Update – Zoning Officer Jason Bottcher

Zoning Officer Bottcher explained the Conditional Use Audit. Discussed his recommendations pertaining to legal matters and office use consolidation.

Mayor Giblin questioned if changes to the ordinance could be done a la carte.

Zoning Officer Bottcher explained that it can be done on an as-needed basis.

Deputy Mayor Prunty feels this is conducive.

Commissioner Maisonneuve thanked Zoning Officer Bottcher for his efforts.

Commissioner O'Connor agrees with Deputy Mayor Prunty and will support anything that will help the businesses.

Committee consensus was reached to further discuss the Conditional Use Audit at the September 8, 2020 Workshop Meeting with possible ordinance introduction in October.

Zoning Officer Bottcher will prepare a road map for the Township Committee for the next meeting.

Recommendation discussed.

Rahway River Mayors Council

Mayor Giblin discussed Tropical Storm Isaias and the precautions that were taken. Spoke about the passage of the Water Resource Development Act by the House of Representatives. Mentioned that he will be drafting a letter to the local Legislature regarding the importance of funding federal flood control projects.

Commissioner Hannen discussed a proposed agreement with the water company that will change the opening and closing of the dam gates. Stated that this needs to be looked at.

Mayor Giblin is aware of the agreement and will further look into it.

Review Official Meeting Agenda

All items were approved for action.

Minute approval – Closed Session Minutes of July 14, 2020

On motion of Commissioner O'Connor seconded by Commissioner Hannen and passed, the Closed Session Minutes of July 14, 2020 were approved by indicated vote of the Township Committee.

Recorded vote:

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

Nay: None

Abstained: None

Absent: None

PUBLIC COMMENTS

Mayor Giblin opened the public comment portion of the meeting and asked if there were any questions or comments. Hearing no comments (and checking with Township Attorney Ryan Cooper that no emails had been received for public comments) Mayor Giblin closed the public comment portion of the meeting.

On motion of Commissioner Maisonneuve seconded by Commissioner O'Connor and passed, the Township Committee moved to the Official Meeting at 8:24 PM.

On motion of Commissioner O'Connor seconded by Commissioner Maisonneuve and passed, the Township Committee moved back to the Workshop Meeting at 9:19 PM.

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

Resolution No. 2020-97.17 (continued):

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-Fair Share housing Center Settlement

Personnel

- June Salary Review
- Tax Assessor Department
- Business and Economic Development

Contractual Matters

- Affordable Housing-201 Chestnut Street and 100-126 South Avenue

- Department of Public Works

Minute Review

- Closed Session Minutes of July 14, 2020

Recorded vote:

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

Nay: None

Abstained: None

Absent: None

On motion of Commissioner Maisonneuve seconded by Commissioner O'Connor and passed, the Township Committee returned to open session at 10:23 PM.

On motion of Commissioner Maisonneuve seconded by Commissioner O'Connor and passed, the Township Committee adjourned at 10:23 PM.

Respectfully submitted,

Dated: August 11, 2020

Heather Capone, RMC
Deputy Municipal Clerk