

The following notice appeared on the Township Committee's April 12, 2021 Workshop Agenda and was read by Mayor Miller Prunty at the start of the Meeting

**TOWNSHIP OF CRANFORD
SUNSHINE NOTICE
TOWNSHIP COMMITTEE MEETING
April 12, 2021**

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 the April 12th Workshop Meeting remotely and by electronic means.

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 Meeting will be open to the public by electronic means. Residents can view the meetings on TV-35, YouTube CranfordTV35 and via livestream on [TV-35's Facebook Page](#).

Members of the public who wish to participate in the virtual meeting for purposes of making a public comment or to participate in any scheduled public hearing can access the videoconference at <https://meet.google.com/rkv-qdpj-nty>, or by telephone at 213-634-2478, with the access code: 367524470#

Members of the public may submit written comments in advance of a meeting, which will be read during the public portion of the meeting. Written public comments submitted prior to the meeting must identify the name and address of the commenter. No anonymous comments will be accepted. Written comments may be submitted via e-mail with the subject line "Public Comment-Township of Cranford Township Committee- Meeting Date of _____" to the Clerk of the Township Committee, Patricia Donahue at clerk@cranfordnj.org or by mail addressed to: Patricia Donahue, Municipal Clerk, Township of Cranford, 8 Springfield Avenue, Cranford, NJ 07016. E-mailed comments must be received at least eight (8) hours prior to the meeting. Mailed comments must be received by 12:00 p.m. the day before 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 **April 12, 2021** at **7:02 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 Kathleen Miller Prunty
Deputy Mayor Brian Andrews
Commissioner Jason Gareis
Commissioner Thomas H. Hannen, Jr.
Commissioner Mary O’Connor

Absent: None

Township Attorney Ryan Cooper, Administrator Jamie Cryan, Township Clerk Patricia Donahue and Chief Financial Officer (CFO) Lavona Patterson were present.

Public Comments

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

Mr. John Forsman of South Union Avenue stated that he was a member of the Jaycees. He provided a brief overview of the upcoming Jaycees Alumni Barbecue and then asked members of the Township Committee if they had any questions about the Jaycees Alumni Barbecue. Commissioner Hannen inquired about the types of COVID-19 protections which would be put in place at the Barbecue and asked specifically about who would be responsible for mask-wearing at the event. Mr. Forsman responded that food served would be in the form of individually-wrapped meals, social distancing would be in place, the Jaycees would be wearing masks except when eating and Mr. Forsman would be in charge of mask enforcement. Commissioner Hannen inquired if the Police Department had provided feedback on the proposed Jaycees Alumni Barbecue. Administrator Jamie Cryan stated that the event request went to a number of departments and he expected to receive the Police Department’s feedback on the following day.

Mayor Miller Prunty asked the Township Clerk if she had received public comments' correspondence. Township Clerk Patricia Donahue stated that no public comments mail had arrived via the U.S. Post service and no emails pertaining to public comments had been received by the Clerk’s office email account.

Hearing no further comments, Mayor Miller Prunty closed the public comment portion of the meeting

2021 Municipal Budget and 2021 User Friendly Budget

Chief Financial Officer Lavona Patterson spoke about the introduced 2021 Municipal Budget. She stated that the municipal tax rate increased 1.32 per cent (%) which was an increase of approximately \$33.74 for the average Cranford homeowner. Ms. Patterson stated that the Township had to work on increasing Township revenues. Ms. Patterson stated that the 2021 Municipal Budget would be introduced at the following evening’s Official Meeting and noted that it had to be introduced at this point in the calendar year as per New Jersey State Statute. She noted that the Township, at this point, was not factoring the expected State of New Jersey stimulus monies into the 2021 Municipal Budget. Commissioner Hannen inquired if not marking the use of the expected State of New Jersey stimulus monies would hurt the Township. Ms. Patterson stated that such action would not hurt the Township. A brief discussion ensued. Ms. Patterson noted that the Township was under State Review. She spoke briefly about the 2021 User Friendly Budget. Referencing the following evening’s Official Meeting, Ms. Patterson

stated that the Township Committee would also be considering the Cap Bank ordinance on first reading.

Food Waste Program

Administrator Jamie Cryan stated that he met with Green Team representative Ben Cohen and the Department of Public Works (DPW) Superintendent (Mr. Hastrup) and the DPW Assistant Superintendent (Bill McClave) to discuss location of the Food Waste bins. He also spoke about his conversation with Mr. Isaiah Green of Green Bucket Compost regarding Food Waste Program specifics. Discussion ensued regarding the start date of the Program (Mayor Miller Prunty,) whether there was grant funding available for the Program (Deputy Mayor Andrews,) and what would happen if the Program's bins become full (Commissioner Hannen.) Further discussion ensued as to whether a second bin should be added to the Program. Mayor Miller Prunty requested that a resolution be added to the next Official Meeting Agenda memorializing the Food Waste Program.

Municipal Alliance Update

Mr. Brad Young, Chair of the Municipal Alliance, was present.

Mr. Brad Young introduced himself to members of the Township Committee. He thanked members of the Township Committee and Township Committee Commissioner Liaison Mary O'Connor for their support of the Municipal Alliance. Mr. Young reviewed the recent work of the Municipal Alliance including: 1) review of the Cannabis matter since November's election, 2) the administration of various events such as the Town-wide Barbecue and Family Game Night and 3) in-person service. Mr. Young spoke about how the Municipal Alliance had to pivot during the Coronavirus public health crisis. He spoke about their work in addressing the root causes of drug and alcohol use. Mr. Young spoke about programming work with Prevention Links. Mayor Miller Prunty stated that she would like Mr. Young to join the Cannabis Working Group. Mr. Young stated that he would join the Cannabis Legislation Working Group.

Downtown Management Corporation (DMC) Gift Card Program

Downtown Management Corporation (DMC) Director Caren Demyen was present. Ms. Caren Demyen stated that each year Cranford gift card requests are presented to the DMC. She stated that the municipalities of Summit and Red Bank have a business gift card program. Ms. Demyen proposed working with the company EML/Miconex to begin a Cranford Gift Card Program. Ms. Demyen explained that the DMC would fund the administrative monthly fees for the program and there would be no costs to Cranford businesses (other than their regular credit card processing fees.) Ms. Demyen thanked CFO Lavona Patterson for her assistance in researching the Program plan. Discussion ensued including discussion about interest in this program for the past three (3) years (Commissioner O'Connor,) review of the monthly fee to be underwritten by the DMC (Mayor Miller Prunty,) and unused cards and where the cards can be purchased (Deputy Mayor Andrews.) Ms. Demyen stated that the cards don't expire and they can be purchased at 1) the DMC office, 2) online, or at 3) special events.

North Avenue Gateway Redevelopment Request for Expression of Interest

Township Attorney Ryan Cooper spoke about the previous week's receipt of bids for the North Avenue Gateway Redevelopment Request for Expression of Interest (RFEI). He stated that three (3) companies had submitted bids, specifically Garden Homes, TAG Development LLC and Capodagli Property Company, LLC. Commissioner Hannen asked for clarification of his review of the submitted bids, specifically that two (2) of the bids were interested in Payment in Lieu of Taxes (PILOT) programs and two (2) of the bids were interested in developing Municipal Lot 1. Mr. Cooper responded that he had not read the bids yet but Commissioner Hannen's observation could be correct. Mayor Miller Prunty noted that the bids were non-binding. Mr. Cooper stated that the RFEI process would be helpful, noting that the Township did not have a settlement or Memorandum of Understanding (MOU) in place.

Township Staff Summer Hours

Administrator Jamie Cryan spoke about a survey provided to members of the Township Committee pertaining to Summer Hours in other Union County municipalities. He proposed that Cranford implement Summer Hours from Memorial Day to Labor Day. Mr. Cryan stated that employees' lunch hour would be reduced by thirty (30) minutes Monday through Thursday and that there would be no lunch hour taken on Friday with a 1 p.m. dismissal on Friday. Commissioner Hannen inquired if Summer Hours for employees could be accomplished with the rotation of staff leaving early and thus, prevent the shutdown of the Municipal Building. Discussion ensued. Mayor Miller Prunty inquired whether a resolution was needed for the authorization of Summer Hours.

Mayors Council Rahway River Watershed Flood Control

Honorable Mayor Patrick Giblin, Chair of the Township's Flood Control Committee, was present.

Mayor Miller Prunty stated that she attended a Mayors Council Rahway River Watershed Flood Control (Mayors Council) meeting during the previous week. Honorable Mayor Patrick Giblin provided an update on the Flood Control Committee. He stated that the Committee conducts a monthly meeting on the third Wednesday of each month. He spoke about their recent work pertaining to the Township Committee's adoption of a resolution, earlier in 2021, pertaining to the Rahway River. Mr. Giblin then provided an update on the Mayors Council Rahway River Watershed Flood Control including information about a flood control proposal that pertains to a bypass around the Orange Reservoir Dam and garnering the support of the County of Essex for this bypass proposal. Mr. Giblin spoke about the firm, Winning Strategies, and their work with the Mayors Council, specifically on moving flood protection matters forward with the New Jersey Department of Environmental Protection. Referencing a meeting held at the Firehouse during the previous week, Commissioner Hannen commented about his remarks to Congressman Malinowski regarding the City of Rahway and its use of the Rahway River as their water source.

Donation for Beautification and Improvements along the Rahway River

Mayor Miller Prunty stated that she had been approached by a Cranford family who was interested in donating \$5,000 to Cranford. Mayor Miller Prunty spoke about the generous gift and suggested it be put to use at the Riverwalk or Hanson House. Committee consensus was reached to utilize the funding for the Riverwalk. Mayor Miller Prunty stated that she would contact Mr. Mason regarding the donation and would request a breakdown of how the donation would be spent.

Review Official Meeting Agenda

Mayor Miller Prunty stated that the COVID-19 Update to the Community would occur at approximately 8:15 p.m. at the following evening's Official Meeting due to a scheduling conflict with Health Officer Mike Fitzpatrick. Mayor Miller Prunty stated that the Holocaust proclamation would be read at the Official Meeting and that Rabbi Paul Kerbel had been invited to the Official Meeting.

Minute Approval - Closed Session Minutes of March 29th and March 30, 2021

Township Clerk Patricia Donahue requested that the Closed Session Minutes of March 29th and March 30, 2021 be considered at the following evening's Conference Meeting.

Closed Session

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

Resolution No. 2021-98.10

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

- Legal Update

Personnel

- Building Department
- Department of Public Works

Minute review

- Closed Session Minutes of March 29th and March 30, 2021

Recorded Vote:

Aye: Mayor Miller Prunty, Deputy Mayor Andrews, Commissioners Gareis, Hannen, & O'Connor

Nay: None

Abstained: None

Absent: None

On motion of Deputy Mayor Andrews, seconded by Commissioner O'Connor and passed, the Township Committee returned to open session at 8:48 p.m.

Professional Comments

Administrator Cryan stated that Mr. Tim O'Brien, a Township employee, had offered to power wash and stain the Gazebo by the Fire House and briefly elaborated, noting he saw no conflicts of interest in this volunteer effort.

Commissioner Comments

Commissioner O'Connor stated that she noticed an increase in airplane traffic over Cranford. Commissioner O'Connor asked if the Township could write a letter to the appropriate authorities and contact surrounding communities regarding this matter. Mayor Miller Prunty stated she would work to locate a previous letter written regarding airplane traffic.

Commissioner Hannen inquired whether the Township could reinstate two (2) automobile stickers per household for Conservation Center access. He stated that this practice had been eliminated last year. Discussion ensued. Committee consensus was reached to reinstate the practice of allowing two (2) automobile stickers per household for Conservation Center access.

Mayor Miller Prunty inquired whether the Township Committee had ever discussed allowing landscapers to use the Conservation Center. Discussion ensued. Commissioner O'Connor suggested that members of the Township Committee also discuss landscapers and how their work affected the quality of life in Cranford. A brief discussion ensued.

On motion of Commissioner O'Connor, seconded by Commissioner Gareis and passed, the Township Committee adjourned at 9:02 p.m.

Respectfully submitted,

Patricia Donahue
Township Clerk

Dated: April 12, 2021