

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **February 23, 2015** at 7:30 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 MAILING THE ANNUAL SCHEDULE OF MEETINGS TO THE CRANFORD CHRONICLE, THE UNION COUNTY LOCAL SOURCE, THE WESTFIELD LEADER, 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 WILL BE TAKEN AT THIS MEETING.

Present: Mayor Andis Kalnins
Deputy Mayor Lisa M. Adubato
Commissioner Robert D'Ambola
Commissioner Mary O'Connor
Commissioner Thomas H. Hannen, Jr.

Absent: None

PUBLIC COMMENTS

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

Deborah Leber, 221 Orchard Street, discussed an issue she is having with obtaining a construction code permit for work planned for her home. Informed the Township Committee that she submitted a permit application in late January, but has received no notification as to the status of the permit, despite several phone calls to the Construction Code Office.

David Leber, 221 Orchard Street, discussed the extent of work planned for their home and feels it is minimal. Feels the Construction Code Office should be able to provide residents with a more definitive timeline as to when permits would be issued.

Township Administrator Wall to follow up with the Construction Code Official.

Michael Kozlowski, 31 Wall Street, discussed a request to replace the front steps of his home, which requires Township Committee approval because he would be encroaching in the Township's right-of-way.

Planning and Zoning Director Robert Hudak explained that the Zoning Board of Adjustment approved Mr. Kozlowski's request, but it was conditional upon Township Committee approval.

Further discussion scheduled for later this evening.

Gerry Grillo, 4 Seneca Road, discussed the Land Development Ordinance and regulations with respect to building coverage ratios. Feels this section of the ordinance severely impacts Cranford. Commended the Township Committee and Township officials for their efforts to correct this issue and agrees with the amended regulations as proposed by Planning and Zoning Director Hudak. Suggested the Township Committee consider preparing red-lined versions of these types of ordinances in the future. Feels it would provide a clearer understanding as to the changes being proposed.

Township Attorney Dabulas discussed the process that was undertaken concerning the new Land Development Ordinance and explained that a red-lined version was prepared. Feels it was a fully vetted process.

Mr. Grillo feels public discussion concerning this ordinance was minimal.

Commissioner Hannen thanked Mr. Grillo for bringing this matter to the Township Committee's attention.

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

Review Official Meeting Agenda

Payment of Bills:

Discussion carried to the February 24, 2015 Conference Meeting.

Fire Department appointment resolutions:

Commissioner Hannen discussed the proposed appointments to the Fire Department and asked if there would be budget implications.

Further discussion concerning this issue to be held in Closed Session.

Proposed Tree Ordinance

Discussion carried to March 9, 2015.

Land Development Ordinance

Planning and Zoning Director Robert Hudak discussed the proposed amendment to the Land Development Ordinance with respect to Building Coverage Ratios.

The Township Committee was agreeable to amending the ordinance as proposed by Planning and Zoning Director Robert Hudak. Ordinance to be introduced February 24, 2015.

Commissioner O'Connor asked if residents who have submitted an application based on the current regulations could be provided with interim relief until the amendment is adopted.

Planning and Zoning Director Hudak explained that interim relief could not be provided, and residents must wait for the ordinance to be adopted. However he is advising residents who wish to submit applications to wait until the Township Committee makes a decision concerning these regulations.

Engineering Update*North Avenue Station Pedestrian Improvement project*

Township Engineer O'Brien provided an update of the North Avenue Station Pedestrian Improvement project.

Discussion held as to the impact this project would have on the number of parking spaces in the area.

Township Engineer O'Brien discussed the number of parking spaces that would be lost as a result of the project and the potential for reconfiguring Municipal Lot No. 3 for some additional spaces. If the Township Committee is agreeable, suggested that the reconfiguration of Municipal Lot No. 3 be another phase of the project.

CDBG

Township Engineer O'Brien provided an update of the handicap ramp replacement project which is funded through the Community Development Block Grant Program.

Improvements to the Municipal Building parking lot

Township Engineer O'Brien discussed proposed improvements to the Municipal Building parking lot with funding provided through the Community Development Block Grant Disaster Recovery Program.

Commissioner Hannen discussed the Township Committee's pledge in 2013 to reduce impervious surface on municipal facilities and discussed the potential for utilizing pervious materials for resurfacing of the Municipal Building's parking lot.

Township Engineer O'Brien explained reasons why the use of pervious materials for the Municipal Building parking lot would not be feasible.

Discussion was held concerning other opportunities for the Township to reduce storm water runoff.

Orchard Brook

Discussed the Orchard Brook Project and recommended that the Township Committee include this project in its 2015 Capital Budget.

Proposed Ordinance- No parking when road is snow covered

Commissioner D'Ambola discussed issues that the Department of Public Works has experienced with snow removal because of cars parked on the street. Discussed a current state statute that considers cars unmoved for forty (48) hours as abandoned vehicles. Feels the Township Committee should consider adopting an ordinance prohibiting parking on roadways when covered with three (3) inches of snow or more.

Township Attorney Dabulas to draft an ordinance for the Township Committee's review.

Further discussion March 9, 2015.

Construction of steps in Township Right-of-Way-31 Wall Street

The Township Committee was agreeable to Mr. Kozlowski's request to encroach in the Township right-of-way to replace the front steps of his home. Resolution to be adopted February 24, 2015.

2015 Municipal Budget**Engineering Department**

Township Engineer O'Brien presented the proposed 2015 operating budget for the Engineering Department.

Discussion held as to the potential for additional in-house office hours with coverage by Engineering Inspectors.

Tax Assessor

Tax Assessor Barnett discussed the proposed 2015 Municipal Budget for the Tax Assessor's Office. Explained that the largest expense in the Tax Assessor's office relates to appraisal services.

Business and Economic Development

Business and Economic Development Director Kathleen Prunty discussed the proposed budget for the Special Improvement District (SID) for 2015. Informed the Township Committee that the proposed budget would not increase the current tax rate for the SID.

Recreation and Parks Department

Recreation and Parks Director Robertazzi discussed proposed budgets for the Recreation and Parks Department and the Swim Pool Utility for 2015.

Proposed budgets for Cranford West miscellaneous expenses and Cranford West outside professional expenses to be amended.

Discussion held regarding salary and wage expenses for the Swim Pool Utility and the breakdown of these costs into separate accounts.

Discussion held regarding the projected revenue for the Swim Pool Utility for 2015.

Police Department

Captain Van Bergen discussed the proposed budget for the Police Department for 2015.

Discussion held regarding a request to hire an additional Parking Enforcement Officer.

Discussion held regarding revenue generated from the new parking pay stations.

Captain Van Bergen discussed a proposal to hire two additional Police Officers in 2015.

Chief Wozniak discussed the success of the School Resource Officer's Program.

General discussion

Discussion held regarding the timeline for introduction of the budget.

Remaining budget items to be discussed March 9, 2015 with potential introduction of the 2015 Municipal Budget on March 24, 2015.

ADMINISTRATOR REPORTS

Township Administrator Wall discussed funding authorized to Hatch Mott MacDonald by the Mayors Council on the Rahway River Watershed for engineering services in connection with the Army Corps of Engineer s' study.

PUBLIC COMMENTS

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

Barbara Krause, 20 Pittsfield Street, suggested that members of the Tree Advisory Board be notified via email of the discussion scheduled for March 9, 2015 with respect to the proposed tree ordinance.

Mrs. Krause also commended the Department of Public Works for its efforts with snow removal at the crosswalks.

Mrs. Krause referenced discussion held at a previous Township Committee meeting concerning conflicts of interest and requested clarification.

Mayor Kalnins explained that the Township Committee considered an amendment to its bylaws to include language outlining a Commissioner's responsibilities in the event a Commissioner has a conflict of interest. The amendment to the bylaws was approved by resolution on February 10, 2015.

Mrs. Krause discussed the Fire Department's presentation during the Workshop Meeting of February 9, 2015 and asked if the Township Committee would consider additional personnel as requested by the Fire Department.

Mrs. Krause also discussed the fire that occurred in Edgewater that might have been attributed to "light weight" construction and expressed concern with the construction material being used at 555 South Avenue East. Feels the Township Committee needs to consider increasing resources in the Fire Department and Police Department due to development that is occurring in Cranford. Also feels the Township Committee should address construction code standards with legislators.

Commissioner Hannen discussed the sprinkler systems installed at 555 South Avenue East and explained that it is designed to allow for the evacuation of residents only and would not provide protection to the structure.

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

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

Resolution No. 2015-5:

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

CDA v. Township of Cranford

- Edan Ben Elazar v Marcietta Cleaners, Inc.

Contractual

- 2015 legal services
- Hyatt Hills Golf Course Commission
- Township website
- FEMA Elevation Project

Minute Review

- Review of Closed Session Minutes of February 9, 10 and 17, 2015

Personnel

- Fire Department

Recorded vote:

Aye: Mayor Kalnins, Deputy Mayor Adubato, Commissioners D'Ambola, O'Connor and Hannen

Nay: None

Abstained: None

Absent: None

On motion of Commissioner O'Connor seconded by Commissioner D'Ambola and passed, the Township Committee returned to open session at 11:45 PM.

Minute approval – Closed Session Minutes of February 9, 10, and 17, 2015

Approval of the Closed Session Minutes of February 9, 10 and 17, 2015 was carried to the February 24, 2015 Conference Meeting.

On motion of Commissioner O'Connor, seconded by Commissioner D'Ambola and passed, the Township Committee adjourned at 11:45 PM.

Respectfully submitted,

Tara Rowley, RMC
Municipal Clerk

Dated: February 23, 2015