

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **January 12, 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. Aduato
Commissioner Robert D'Ambola
Commissioner Mary O'Connor
Commissioner Thomas H. Hannen, Jr.

Absent: None

PUBLIC COMMENTS

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

David Pringle, 333 Walnut Avenue, requested an update regarding the Township's position concerning the Pilgrim Pipeline.

Mayor Kalnins informed Mr. Pringle that the Township Committee would be discussing the pipeline later this evening.

Mr. Pringle discussed resolutions opposing the Pilgrim Pipeline that were adopted by other municipalities.

Frank Krause, 20 Pittsfield Street, discussed a report he provided to Planning Board members concerning decisions of the Zoning Board of Adjustment. Requested that this report be included on a Planning Board Workshop agenda.

Cindy Larabee, 205 Edgar Avenue, discussed the FEMA elevation project and the agreement between the Township and the contractor for the elevation of her home. Discussed the provision in the agreement that pertains to completion of construction within ninety (90) days. Feels the Township Committee needs to discuss this issue and should enforce the contract and penalty clauses because work has not been completed and has far exceeded the required timeframe for completion.

Township Attorney Dabulas informed Ms. Larabee of the Township's attempts to address this matter and offered to discuss this issue with Ms. Larabee directly.

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

Engineering update

Township Engineer O'Brien provided an update of the following engineering projects:

- North Avenue Station Pedestrian Improvement Project;
- 2014 Paving Program;
- Department of Transportation Projects;
- Community Development Block Grant –Disaster Recovery projects;
- Department of Environmental Protection NJEIT loan application;
- Union County Paving Projects;
- Orchard Brook Project;
- North Avenue Sanitary Sewer; and
- Drainage issue at Brookside Place.

Deputy Mayor Aduato discussed remediation at the Swan Cleaners parking lot and asked that Township Engineer O'Brien keep Township Attorney Dabulas informed of the work being done because of pending litigation involving this property.

Township Engineer O'Brien also discussed engineering goals and objectives for 2015, specifically a road paving program.

Commissioner Hannen requested an update regarding the sanitary sewer issue that involves private property.

Township Engineer O'Brien explained that the project is scheduled to move forward in the spring but would follow up as to the start date.

Discussion held regarding the Brookside Place drainage issue and its connection to Springfield Avenue.

Commissioner Hannen discussed the 2014 Paving Program and the paving of roadways delayed to 2015 because of the current weather. Since paving of these roadways has been carried to 2015, Commissioner Hannen asked if current macadam costs could be obtained because he feels the cost should be lower since the cost of oil has dropped.

Township Engineer O'Brien stated that he would review the contractor's bid proposal and report back to the Township Committee.

Mayors Council on the Rahway River Watershed-flood mitigation efforts

Mayor Kalnins discussed a recent meeting of the Mayors Council (Council) on the Rahway River Watershed. Feels the meeting was productive and explained that the Council is attempting to be proactive in identifying flood mitigation options for the region.

Proposed tree ordinance

Commissioner D'Ambola discussed the proposed tree ordinance and feels discussion should be carried to a meeting in which Paul Ricci, Township Planner, could attend to explain the ordinance and address questions and concerns.

Discussion tentatively scheduled for January 26, 2015 Workshop Meeting depending upon Paul Ricci's availability.

Pilgrim Pipeline

Mayor Kalnins discussed the proposed resolution to oppose the Pilgrim Pipeline. Feels certain language should be removed from the resolution as it does not directly relate to issues with the pipeline.

The Township Committee was agreeable to revisions to the resolution as recommended by Mayor Kalnins. Resolution to be adopted January 13, 2015.

2015 Municipal Budget

Township Administrator Wall provided an update of the 2015 Municipal Budget process. Informed the Township Committee that a review of all departmental budgets with each Department Manager was held. The next step would be to conduct an additional review with each Department Manager to ensure all changes were incorporated and then provide budget binders to the Township Committee in advance of the January 26, 2015 meeting.

Further discussion to be held January 26, 2015.

Conservation Utility

Mayor Kalnins discussed the ordinance that established the Conservation Utility. Stated that it is his understanding that this group was established to address sewer fee and related issues. Explained that the Conservation Utility has never met and issues with sewer fees have been handled by employees. As such, suggested the Conservation Utility be eliminated.

The Township Committee was agreeable to Mayor Kalnins' suggestion. An ordinance to rescind establishment of the Conservation Utility to be introduced January 27, 2015.

Minute approval – Closed Session Minutes of December 15, 16, 2014

On motion of Commissioner D'Ambola, seconded by Commissioner O'Connor and passed, the Closed Session Minutes of December 15, 16 and 30, 2014 were approved by indicated vote of the Township Committee.

Recorded vote:

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

Nay: None

Abstained: None

Absent: None

ADMINISTRATOR REPORTS

Township Administrator Wall reported on the following items:

- Discussed efforts to address archived records and the required retention of records;
- Provided an update regarding renovations to the swim pools;
- Informed the Township Committee that the Township's recycling agreement is expiring later this year and the process is underway to obtain information and solicit bids for this service;
- Discussed efforts to recover data and email messages that were lost when the server crashed last year, and informed the Township Committee of the cost involved with the recovery of this data;

- Informed the Township Committee that staff meetings would be held on a monthly basis;
- Stated that the Township's Table of Organization has been updated and would be provided to the Township Committee;
- Informed the Township Committee that the Statewide Insurance Fund would be holding its Reorganization meeting next week and he would be attending to represent Cranford;
- Discussed efforts to improve communications, including potential website improvements and a Township newsletter. Also discussed the potential for an official Township page on social media, such as Facebook, Pinterest, Twitter, etc.
- Discussed an Eagle Scout Project submitted by Shamus Garcia;
- Discussed efforts of the Mayors Council on Rahway River Watershed (Council) and a request that Hatch Mott MacDonald continue working with the Council;
- Discussed the status of renovations to the upper level of the Municipal Building and proposed improvements to the Mayor's restroom. Stated that he would forward the proposal to the Township Committee for review.

COMMISSIONER REPORTS

Commissioner Hannen

Disposal of Christmas Trees

Discussed the disposal of Christmas trees and the fact that those that are picked up by private haulers are not recycled. Feels it would be worthwhile for residents to recycle trees and suggested the Department of Public Works pick them up and chip them at the Conservation Center.

Office of Emergency Management

Provided an update from the Office of Emergency Management (OEM) and discussed the transporting of empty crude oil and gasoline containers from the refinery in Linden.

Board of Education Reorganization Meeting

Informed the Township Committee that he attended the Board of Education's Reorganization Meeting and had an opportunity to meet with Dr. Carrick to discuss the Board of Education's 2015 agenda. Discussed the need for the Township to negotiate with the Board of Education concerning a new lease agreement for the use of Memorial Field. Also informed the Township Committee that Dr. Carrick requested that she be informed of the status of development at 555 South Avenue East and Birchwood Avenue.

Installation of playground equipment

Discussed the installation of the playground equipment at various parks. Also discussed the need to consider including pool utility improvements in the 2015 Capital Budget.

FEMA Elevation Project

Discussed the FEMA home elevation project and informed the Township Committee that several homes are having an issue with freezing pipes.

Further discussion to be held during the January 13, 2015 Conference Meeting.

Commissioner O'Connor

NJ PACE Program

Informed the Township Committee that the Environmental Commission is recommending a public presentation regarding the NJ PACE Program.

Commissioner D'Ambola

Reorganization of the DMC

Informed the Township Committee that the Downtown District Management Corporation has scheduled its Reorganization Meeting for January 16, 2015.

Pepperidge Tree

Discussed the need to resolve issues with the Pepperidge Tree and feels discussion should be held in conjunction with discussion of the proposed tree ordinance.

Deputy Mayor Adubato

Cranford High School

Discussed the recent loss of a high school student and suggested the Police Department's School Resource Officer provide the Township Committee with an update of this matter.

The Township Committee was agreeable. Discussion to be held on January 13, 2015 in closed session.

Mayor Kalnins**Codification of Master Plan**

Discussed the recent codification of the Master Plan and the process going forward with the Planning and Zoning Boards.

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, requested clarification of the Eagle Scout project submitted by Shamus Garcia.

Township Administrator Wall discussed the aspects of the project, which includes construction of a canoe launch and a gravel path to the water at Hampton Park.

Mrs. Krause informed the Township Committee that the Cranes Ford Chapter of the Daughters of the American Revolution entered Cranford's historic murals for an award through the National Daughters of the American Revolution. The application was approved and an awards ceremony is scheduled for March 14, 2015.

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

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

Resolution No. 2015-105:

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

- Various Departments
- 2015 appointments to committees, boards and commissions

Legal

CDA v. Township of Cranford

- Edan Ben Elazar v Marcietta Cleaners, Inc.
- 35 Alden Street

Contractual

- Legal services
- FEMA Elevation Project

Minute Review

- Review of Closed Session Minutes of December 15, 16 and 30, 2014

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 Hannen seconded by Commissioner O'Connor and passed, the Township Committee returned to open session at 11:05 PM.

On motion of Commissioner Hannen, seconded by Commissioner O'Connor and passed, the Township Committee adjourned at 11:05 PM.

Respectfully submitted,

Tara Rowley, RMC
Municipal Clerk

Dated: January 12, 2015