

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **August 10, 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.

Dr. Frank Krause, 20 Pittsfield Street, discussed an area on North Avenue designated as a "Green Corridor" as per the Master Plan. Also discussed a home on North Avenue that expanded its driveway to allow for the parking of several vehicles in the front yard and asked if this comports with the Master Plan.

Mayor Kalnins informed Dr. Krause that follow up with the Planning and Zoning Director would be necessary to answer his question.

Dr. Krause feels this is a concern, especially if other property owners were to include parking in the front of their home in the same manner. Also discussed state statute and whether this is a violation of that statute. Feels Police Department approval should be required for these types of projects.

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

Review Official Meeting Agenda

Payment of Bills

Commissioner Hannen requested clarification of payments to McManimon and Scotland with respect to Bond Anticipation Notes for the parking garage.

Township Attorney Dabulas to follow up.

Deputy Mayor Adubato requested clarification of payments to Firefighter One that were charged to the Police Department's account.

Police Chief Wozniak explained that Firefighter One is the name of a vendor used by the Police Department.

All items were approved for action.

Engineering update

North Avenue Station Pedestrian Improvement Project

Township Engineer O'Brien informed the Township Committee that construction in connection with the North Avenue Station Pedestrian Improvement Project is scheduled to begin on August 17, 2015.

North Avenue Sanitary Sewer Project

Township Engineer O'Brien informed the Township Committee that the North Avenue Sewer Project should be completed by August 11, 2015.

Municipal Building Parking Lot Improvements

Township Engineer O'Brien provided an update of improvements to the Municipal Building Parking Lot and stated that they are scheduled to begin on August 10, 2015.

2015 Paving Program

Township Engineer O'Brien discussed downtown roadways to be paved by Elizabethtown Gas Company.

Orchard Brook

Township Engineer O'Brien discussed the status of the Orchard Brook Project and informed the Township Committee that a proposal for the Township Committee's consideration would be available September 14, 2015. Also discussed plans to hold a Town Hall meeting with residents that would be impacted by the project.

Municipal Building Renovations

Township Engineer O'Brien discussed renovations to the Municipal Building and stated that the project has essentially been completed. Also stated that he would follow up with Public Works Superintendent Steven Wardell as to the status of roof repairs for the building.

2015 Paving Program

Township Engineer O'Brien discussed roadway repairs in connection with the 2015 Paving Program and plans to prioritize and schedule repairs for the most damaged roads first. Also discussed repairs to Lincoln Avenue East being funding through the Department of Transportation's Municipal Aid Grant Program.

High Street Drainage

Township Engineer O'Brien discussed repairs to address drainage issues at High Street.

NJEIT Program

Township Engineer O'Brien discussed Phase 5 of the Northeast Quadrant Stormwater Management Project.

Township Administrator Wall discussed a new grant program and the potential for the Township to receive funds for the project through this program.

Commissioner Hannen asked if Hatch Mott McDonald would be following up with the State regarding funding for Phase 2B of the Northeast Quadrant Stormwater Management Project.

Township Engineer O'Brien stated that he would confirm with Hatch Mott MacDonald.

Brookside Place Reconstruction

Township Engineer O'Brien informed the Township Committee that a funding source for repairs to Brookside Place has been identified and discussed scheduling for the project.

Twin Oaks

Township Engineer O'Brien discussed the status of the Twin Oaks Development project and informed the Township Committee of landscaping issues that would be addressed in September. Feels the Township Committee could release the remainder of the bond for the project.

CRS Program

Township Engineer O'Brien discussed the status of the Township's participation in the Community Rating System and explained the next step in the process. Feels the Township should be able to participate at Level 8 in the program which would allow for a ten (10%) percent reduction in flood insurance premiums to residents.

Rahway River De-Silting

Township Engineer O'Brien discussed the de-silting of the Rahway River and the need to confirm funding for the project.

Commissioner Hannen discussed bond ordinances adopted in 2012 and 2013 for this project and requested that Township Engineer O'Brien follow up with Chief Financial Officer Patterson.

Part-time Engineer

Commissioner D'Ambola discussed a potential increase in hours for the engineering consultant. Discussed the number of projects being done and feels the Township Committee needs to consider the level of staffing by the consulting engineer.

Commissioner Hannen discussed Deputy Mayor Aduato's request for clarification regarding billing for engineering services and feels this needs to be confirmed before the Township Committee should consider an increase in hours for engineering.

Deputy Mayor Aduato stated that she was unaware of any issues with engineering's hours and questioned the need for a change if there is no issue with current operations.

Township Administrator Wall suggested that Township Engineer O'Brien prepare a report based upon the first six months of 2015 in order for the Township Committee to consider if an increase in hours is appropriate.

Discussion held.

Township Engineer O'Brien to follow up. Further discussion September 14, 2015.

Resolution supporting Senate Bill 2677, allowing municipalities to undertake certain stream cleaning projects

The Township Committee discussed a proposed resolution supporting Senate Bill 2677 which would allow municipalities to undertake certain stream cleaning projects.

The Township Committee was agreeable. Resolution to be adopted during the August 11, 2016 Official Meeting agenda.

Proposed tree ordinance

Commissioner D'Ambola requested direction from the Township Committee regarding the proposed tree ordinance. Suggested renaming the ordinance to "Tree Replenishment Ordinance" and removing certain restrictive language. Reiterated his suggestion from a previous meeting that the Township retain an arborist. Also informed the Township Committee that there was no feedback from the Tree Advisory Board concerning the proposed tree ordinance.

Discussion held.

Commissioner D'Ambola to review the ordinance further to ensure all language applies to Cranford.

Introduction tentatively scheduled for September 15, 2015.

Pepperidge Tree Memorial

Commissioner D'Ambola discussed various options that are available to the Township regarding a gazebo or pavilion for a memorial for the Pepperidge Tree. Feels the Township needs to determine the size of the gazebo.

Mayor Kalnins also discussed the carving of the stump in order to display the cross section of the tree.

Township Administrator Wall discussed the need to select an individual or group that could identify historical events and mark them in the corresponding ring of the tree. Also discussed the need to decide if wood from the tree would be used to construct benches.

Commissioner D'Ambola suggested that Township Administrator Wall contact the Tree Advisory Board and the Historical Society to discuss a group that could handle the historical markings on the rings of the tree. Further discussion September 14, 2015.

Memorial Field Concession stand/restrooms

Greg Wheatley of the Police Athletic League (PAL), Bob Bruns of the Cranford Booster Club, and Jason Quinones of the Cranford Soccer Club were present.

Commissioner Hannen informed the Township Committee that the proposed location of the concession stand and restrooms is outside of the area included in the lease agreement with the Board of Education for Memorial Field.

Greg Wheatley, Cranford PAL, discussed the proposal to construct restrooms and a concession stand at Memorial Field.

Commissioner Hannen explained that the Township Committee is agreeable to the concept of the concession stand and restrooms, but an issue was encountered with the requirement to receive bids for the project. Explained that the Cranford PAL and Cranford Soccer Club have offered to fund the project. Also discussed the need for minor tree trimming and removal and the installation of a new sanitary sewer line that would be required in connection with the project.

Discussion held.

The Township Committee was agreeable to the project being funding by the Cranford PAL and Cranford Soccer Club. Grant funding awarded to the Township for the project would be allocated to the tree removal and sanitary sewer line.

Property Maintenance, Property Maintenance Code Enforcement Officer Fico

Property Maintenance Code Enforcement Officer Fico provided an update of property maintenance issues and action taken to address them.

Discussion held.

Township Attorney Dabulas to meet with Property Maintenance Code Enforcement Officer Fico to discuss consistent violators and how summonses would be addressed.

Township Administrator Wall to schedule a meeting with various departments in order to establish a process to coordinate efforts when property maintenance issues involve different departments.

Update re: Recodification of Township Code

Township Clerk Rowley provided an update of the recodification of the Township Code and informed the Township Committee of the proposed renumbering of existing chapters and articles.

The Township Committee was agreeable.

Request to hang banner

The Township Committee was agreeable to the Cranford Dramatic Club's request to hang a banner in Hanson Park along Springfield Avenue.

Late Starter – Police Department Staffing Proposal and Organizational Chart

Commissioner D'Ambola did not participate in the discussion.

Police Chief Wozniak discussed a proposed five-year plan for the Police Department and the impact to the current staffing level.

Police Captain Patterson discussed narcotics enforcement and provided statistics regarding overdoses and arrests. Discussed a pilot program conducted for a ten (10) day period to address narcotics issues and the number of arrests that resulted during that ten (10) day program.

Police Captain Patterson also discussed the School Resource Officer's Program. Explained that while it is a successful program it cannot continue to be successful with just one officer. Recommended additional staffing for this program.

Police Captain Van Bergen discussed the current Table of Organization for the Police Department and a proposed Table of Organization for 2016 and 2017. Also discussed the budget impact in connection with the proposed Table of Organization.

Discussion held.

Police Chief Wozniak requested Township Committee approval to increase staffing from fifty (50) to fifty-two (52) within the Police Department for 2016. This would also involve an additional Sergeant within the Table of Organization.

The Township Committee was agreeable to the request.

Minute approval – Closed Session Minutes of July 13 and 14, 2015

On motion of Commissioner O'Connor, seconded by Deputy Mayor Adubato and passed, the Closed Session Minutes of July 13 and 14, 2015 were approved by the indicated vote of the Township Committee.

Recorded vote:

Aye: Mayor Kalnins, Deputy Mayor Adubato and Commissioner O'Connor

Nay: None

Abstained: Commissioners D'Ambola and Hannen

Absent: None

COMMISSIONER REPORTS

Commissioner O'Connor

Commissioner O'Connor informed the Township Committee that she is working with Public Works Superintendent Wardell to resolve the issue occurring on Carol Court. Residents are being disturbed by excessive noise and lighting because a former rest stop is being used as a staging area for construction occurring on the Garden State Parkway. Explained that she has been unable to obtain a response from Garden State Parkway representatives. Public Works Superintendent Wardell suggested the Township install a bamboo fence on Township property as a noise barrier to help alleviate this problem.

Commissioner O'Connor to follow up with Public Works Superintendent Wardell regarding maintenance required for this type of fencing and available funding for installation.

The Township Committee was agreeable to the suggestion, contingent upon the Public Works Superintendent's response to maintenance and installation.

Deputy Mayor Adubato

Deputy Mayor Adubato informed the Township Committee of a fundraiser being organized by Atlantic Soap Company for victims of domestic abuse and support being provided by the DMC and the Chamber of Commerce.

Mayor Kalnins

Mayor Kalnins discussed the New Jersey Senior Olympics being organized by the Township of Woodbridge and a request that the Township sponsor athletes from Cranford that are participating.

The Township Committee was not agreeable to the request.

PUBLIC COMMENTS

Mayor Kalnins opened the public comments portion of the meeting and asked if there were any questions or comments. Hearing no comments, Mayor Kalnins closed the public comment portion of the meeting.

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

Resolution No. 2015-26:

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:

Contractual

- Memorial Field Lease Agreement
- MDTV

Legal

- CDA v. Township of Cranford
- Edan Ben Elazar v. Macrietta Cleaners, Inc

Minute Review

- Closed Session Minutes of July 13 and 14, 2015

Personnel

- Various Departments

Recorded vote:

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

Nay: None

Abstained: None

Absent: Commissioner D'Ambola

On motion of Commissioner D'Ambola seconded by Commissioner O'Connor and passed, the Township Committee returned to open session at 10:50 PM.

On motion of Commissioner D'Ambola, seconded by Commissioner O'Connor and passed, the Township Committee adjourned at 10:50 PM.

Respectfully submitted,

Tara Rowley, RMC
Municipal Clerk

Dated: August 10, 2015