

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **July 13, 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 Mary O'Connor
*Commissioner Thomas H. Hannen, Jr.

Absent: Commissioner Robert D'Ambola

*Commissioner Hannen arrived at 7:35 PM

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, discussed a property maintenance issue on Hampton Street that has been a problem since 2012. Informed the Township Committee that she contacted the Township's Property Maintenance Officer, Robert Fico, who resolved the matter within three weeks. Also discussed another property maintenance issue that was addressed in a very timely manner.

Mrs. Krause also informed the Township Committee that NJ Transit trains are still being stored on the tracks in Cranford and they are filled with graffiti.

Township Administrator Wall stated that he was informed by NJ Transit that the trains would be removed by the end of the year.

Mrs. Krause discussed proposed legislation pertaining to "light construction" and feels the Township Committee should adopt a resolution in support of this legislation.

Mrs. Krause also discussed new street signs installed on Union County roads and hopes the original street signs would be kept in place.

Mrs. Krause informed the Township Committee that the Environmental Protection Agency (EPA) has proposed new regulations regarding streams, creeks, and rivers and asked how these regulations would impact Cranford.

Township Engineer O'Brien stated that he was unaware of the proposed regulations and would follow up.

Commissioner Hannen discussed one aspect of the EPA regulations that could have been beneficial to Cranford.

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

Review Official Meeting Agenda

Resolutions concerning Twin Oaks and Matrix New World to be discussed in closed session.

All remaining items were approved for action.

2015 Municipal Audit-Corrective Action Plan, Financial Officer Patterson

Chief Financial Officer Patterson discussed the proposed Corrective Action Plan in response to the recommendations provided in the 2014 Municipal Audit.

Discussion held regarding corrective action proposed for the reconciliation of the General Ledger.

Mayor Kalnins feels the corrective action for this item should be more definitive.

Chief Financial Officer Patterson to revise.

Chief Financial Officer Patterson also discussed estimated tax bills and informed the Township Committee that the confirmed tax rate was identical to the estimated rate.

Engineering update

North Avenue Station Pedestrian Improvement Project

Township Engineer O'Brien discussed the status of the North Avenue Station Pedestrian Improvement Project and the estimated start date for construction. Also informed the Township Committee that estimated completion of the project should be by Thanksgiving.

Discussion held regarding the project design and notification to commuters and residents concerning construction.

2014 Paving Program

Township Engineer O'Brien informed the Township Committee that the 2014 Paving Program is complete and any remaining punch list items would be completed next week.

Municipal Building Parking Lot Improvements

Township Engineer O'Brien discussed improvements to the Municipal Building Parking lot and plans to coordinate construction with other road construction projects scheduled for the area.

Carpenter Place Detention Basin

Township Engineer O'Brien discussed improvements to the Carpenter Place Detention Basin and informed the Township Committee that the project is nearly complete. Pipes have been installed and landscaping would be addressed next.

2015 Paving Program

Township Engineer O'Brien discussed the 2015 Paving Program and informed the Township Committee that the project would begin once the capital budget is adopted.

North Avenue Sanitary Sewer

Township Engineer O'Brien discussed the recommendation for an award of contract to Jo Med Contracting Corp. for the replacement of the North Avenue sanitary sewer main. Explained that construction of this project must be coordinated with the improvements to the Municipal Building parking lot and other projects scheduled for the area. Also explained that the schedule for this project is pending direction from the Department of Environmental Protection (DEP).

Elizabethtown Gas- Road Paving

Township Engineer O'Brien discussed paving being conducted by Elizabethtown Gas and listed the streets in which paving was finalized. Informed the Township Committee that the paving of downtown streets would be scheduled next. Also informed the Township Committee that gas service would be down for a short period of time and Elizabethtown Gas is meeting with downtown business owners to coordinate the schedule for service down time.

Pedestrian lighting

Township Engineer O'Brien discussed crosswalk lighting to be installed at Walnut Avenue and follow up with Lieutenant Davenport that is needed to coordinate paving schedules.

Brookside Place Paving

Township Engineer O'Brien discussed the paving of Brookside Place and the need to discuss potential funding sources for the project with Chief Financial Officer Patterson.

Twin Oaks

Township Engineer O'Brien informed the Township Committee that the Twin Oaks development is nearing completion.

Road Repairs

Township Engineer O'Brien discussed repairs to Willow Street and Claremont Place that were completed.

Phase 2B Northeast Quadrant Storm Water Management Plan

Township Engineer O'Brien discussed Phase 2B of the Northeast Quadrant Storm Water Management Plan and follow up with Hatch Mott MacDonald that is needed concerning the project.

Municipal Building Renovations

Township Engineer O'Brien informed the Township Committee of the need to install an irrigation system for the landscaping in the front of the Municipal Building at a cost of \$12,500. Funding would be provided through the bond ordinance for the project.

Commissioner Hannen stated that he was opposed to the proposal. Feels the cost is too high.

Township Committee consensus to move forward with the proposal.

Rahway River Desilting

Township Engineer O'Brien discussed de-silting of the Rahway River that has occurred and stated that he expects to have any remaining issues resolved by next week.

Commissioner Hannen discussed funding available for the next section of the river to be de-silted and the need to move forward in a timely manner.

Carol Court

Commissioner O'Connor discussed issues with noise and construction debris at Carol Court due to the use of a former Garden State Parkway rest area as a construction staging area. Informed the Township Committee that the State would be discussing this matter.

Township Engineer O'Brien to follow up with Garden State Parkway representatives.

Farmer's Market-Fee for Health Department services

Commissioner O'Connor discussed a proposed ordinance to implement a fee for vendors participating in the Farmer's Market to cover Health Department costs. Suggested a fee between \$25 and \$50.

Discussion held.

The Township Committee was agreeable to a fee of \$25.00. Commissioner O'Connor to follow up as to the number of inspections conducted by the Health Department for the Farmer's Market.

Further discussion to be held during the July 14, 2015 Conference Meeting. Ordinance scheduled for introduction at the July 14, 2015 Official Meeting.

Municipal office redesign

Deputy Mayor Adubato discussed the proposed office redesign. Feels the Finance Department needs a different layout. Also feels the conference room included in the redesign should be moved to another location.

Commissioner Hannen feels the redesign is unnecessary and also feels it would be inconvenient to residents to move the Finance Department to the proposed location at the end of the hall. Also expressed concern with the potential cost associated with the redesign.

Deputy Mayor Adubato explained that the current layout does not work. Feels the proposed switch in locations between the Finance Department and the Construction Code Office is more convenient to residents because the Finance Department does not interact with the public, while the Construction Code Office interacts with residents and contractors frequently.

Chief Financial Officer Patterson explained that her employees are currently located in different offices and she requires space that would allow for her employees to be together in one office.

Township Committee consensus to move forward with obtaining a cost proposal for the proposed redesign.

Commissioner Hannen was opposed.

Memorial for Pepperidge Tree

Discussion held regarding a memorial for the Pepperidge Tree.

The Township Committee was agreeable to the concept of a gazebo to display the trunk of the tree and its rings.

Discussion held regarding the use of leftover branches for the construction of benches.

Commissioner O'Connor stated that the Historical Society is interested in obtaining a portion of the tree for historical purposes.

Letter to DEP re: request to file application with US Army Corps of Engineers

Township Administrator Wall provided an update regarding the payment of invoices to Winning Strategies Washington.

Mayor Kalnins discussed a suggestion by Former Mayor Dan Aschenbach that the Township Committee submit a letter to DEP requesting that DEP submit an application to the Army Corps of Engineers for funding of the Rahway River Flood Mitigation Project.

The Township Committee was agreeable to Former Mayor Aschenbach's suggestion.

Minute approval – Closed Session Minutes of June 22, 2015

On motion of Commissioner O'Connor, seconded by Commissioner Hannen and passed, the Closed Session Minutes of June 22, 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: Commissioner Hannen

Absent: Commissioner D'Ambola

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, discussed Former Township Engineer Gregory Sgroi.

Mrs. Krause also discussed the passing of Dr. Paul Lioy and feels the Township Committee should make a comment concerning Dr. Lioy's accomplishments at the July 14, 2015 meeting.

Mrs. Krause also provided an update of recent developments with respect to the Union County Air Traffic Noise Advisory Board. Informed the Township Committee that the Federal Aviation Administration (FAA) is announcing a plan for an air traffic redesign. Discussed the efforts of Shirley Gazsi, a former member of the Airplane Noise Advisory Board, to address this issue. Explained that Ms. Gazsi is requesting Township Committee approval to inform residents of this issue via social media. Also discussed Ms. Gaszi's background professionally and her involvement with the Union County Air Traffic Noise Advisory Board.

Further discussion September 28, 2015 Workshop Meeting.

Hearing no further 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. 2015-24:

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 Property

Legal

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

Minute Review

- Closed Session Minutes of June 22, 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 O'Connor seconded by Deputy Mayor Adubato and passed, the Township Committee returned to open session at 12:00 AM.

On motion of Commissioner O'Connor, seconded by Deputy Mayor Adubato and passed, the Township Committee adjourned at 12:00 AM.

Respectfully submitted,

Tara Rowley, RMC
Municipal Clerk

Dated: July 13, 2015