

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **July 11, 2016** 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 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 AUCTION MAY BE TAKEN AT THIS MEETING.

Present: Mayor Andis Kalnins
Deputy Mayor Mary O'Connor
Commissioner John Mallon
Commissioner Patrick F. Giblin
*Commissioner Thomas H. Hannen, Jr.

Absent: None

*Commissioner Hannen arrived at 7:35 PM.

Mayor Kalnins informed the Township Committee that work in Council Chambers might be complete tomorrow afternoon. If so, the Official Meeting would be held in Council Chambers.

PUBLIC COMMENTS

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

Ann Dooley, 117 Severin Court, requested that copies of contracts, ordinances and resolutions be posted on the website with agendas, prior to the meeting. Also feels the construction schedule for paving and other projects should be posted on the Township's website.

Township Attorney Dabulas explained that contracts cannot be posted prior to the meeting because they are not prepared until after the authorizing resolution is adopted.

Ms. Dooley feels the terms of the contract should be available prior to the meeting otherwise the Township Committee would be unable to vote on a resolution. Requested that information containing the terms of the agreement be posted if the contract is not available.

Township Attorney Dabulas to follow up.

Mayor Kalnins thanked Ms. Dooley for her suggestion. Feels it could be reviewed and considered.

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

Review Official Meeting Agenda

Deputy Mayor O'Connor mentioned that the Police Department's Honor Guard would lead the flag salute for the July 12, 2017 Official Meeting in memory of those killed in the shooting in Dallas.

Payment of Bills:

Commissioner Hannen suggested the bills list be posted on the website in advance of the meeting.

Discussion was held.

Township Attorney Dabulas discussed legal and health benefits information included in the bills list that might be exempt from disclosure. Feels a review of the bills list is necessary to determine if any items should be excluded.

Resolution No. 2016-259:

Township Clerk Rowley discussed Resolution No. 2016-259 which authorizes the closure of certain streets for a public concert. Informed the Township Committee that, as per the DMC, the public concert was cancelled. In addition, a request by Alleum Yoga to hold its Rock Yoga event was submitted and a resolution would be added to the agenda to authorize street closures for this event. Lastly, a request by the Police Department to close Springfield Avenue in connection with National Night Out was submitted and a resolution would be added as a late starter to the Official Meeting agenda.

Presentation re: airplane noise, Shirley Gazsi

Shirley Gazsi, member of the Airplane Noise Committee, discussed her background and experience in education and her involvement with the Airplane Noise Committee. Discussed issues with airplane noise that has occurred in Cranford for many years. Explained that the issue was addressed for some years due to the efforts of the New Jersey Coalition Against Aircraft Noise (NJCAAN), but old routes have been reinstated and noise has increased again. Feels the airlines and airports care more about profit than people's suffering. Also feels there are many mitigation techniques that could be considered, such as routing over the ocean or industrial areas. Discussed efforts done to mitigate noise which she believes resulted in the noise reduction for the past several years. Feels when there is an outcry from the public, changes are made by the Federal Aviation Authority (FAA) and the Port Authority. Explained that planes fly very low over her home and discussed health impacts that can be attributed to excessive noise. Requested that the Township send a letter to the FAA and Port Authority requesting that the routes be reinstated to those that were put in place five to ten years ago. Also stated that Jerry Feder of the Airplane Noise Committee would like to provide the Township Committee with an update on this matter in September.

Mayor Kalnins stated that he agrees that something has changed because noise has become excessive.

Deputy Mayor O'Connor discussed a link that was added to the Township's website which allows residents to file a complaint concerning airplane noise.

Commissioner Hannen feels the Township Committee should consider adopting a resolution rather than sending a letter. Feels a resolution is more influential and should be forwarded to Cranford's legislators after adoption.

The Township Committee was agreeable. Mr. Feder of the Airplane Noise Committee to provide details for preparation of a resolution. Adoption tentatively scheduled for August 16, 2016.

Mayor Kalnins thanked Ms. Gazsi for her involvement and commitment to this issue.

Update re: proposal to remove Cranford West cabins

Mayor Kalnins discussed the plan submitted by Recreation and Parks Director Robertazzi regarding the removal of cabins at the Cranford West site.

Craig Micklencic, Cranford West Committee, discussed issues with the cabins and a suggestion to remove those cabins in the poorest condition.

Discussion was held as to the demolition process and the possible installation of tents.

Commissioner Hannen feels the installation of tents would provide an opportunity for an Eagle Scout Project.

Commissioner Mallon discussed the potential for salvaging some of the boards and photographing the cabins for historical purposes.

The Township Committee agreeable to Recreation and Parks Director Robertazzi's plan for removal.

Corrective Action Plan in connection with the 2015 Municipal Audit

Chief Financial Officer Patterson discussed the 2015 Municipal Audit and the comment/recommendation by the Township's auditor regarding the need to discontinue the practice of confirming purchase orders. Explained that this has been a recurring comment and discussed the plan to address it.

Commissioner Hannen discussed blanket purchase orders and asked if the departments are using this practice for recurring charges.

Chief Financial Officer Patterson stated that all the departments have been actively using the practice of blanket purchase orders in an effort to avoid confirming purchase orders.

Chief Financial Officer Patterson also discussed the report she provided to the Township Committee regarding electronic fund transfers for the payment of statutory bills.

Engineering update**NJDOT Municipal Aid Grant Application-FY 2016**

Engineer Jacqueline Dirmann discussed the State's shut down of transportation projects and the impact to Cranford's projects. Explained that the design phase could move forward but if the State continues to hold funding, the project could not go out to bid.

Commissioner Hannen expressed concern with spending funds on design work if the project does not move forward. Feels funds could be allocated to another project.

Discussion was held.

Mayor Kalnins discussed platform improvements that were scheduled for Cranford by NJ Transit and stated that he was informed that this project would not be impacted.

Commissioner Giblin discussed a notice of impacted projects that was issued, and explained that the platform project for Cranford was included as part of the overall project for the platforms.

Township Administrator Wall also discussed notification he received which indicated that Cranford's platform project would be on hold.

2015 Paving Project

Engineer Dirmann discussed the remaining roadway to be paved as part of the 2015 Paving Project and informed the Township Committee this roadway would be paved after Elizabethtown Gas completes work on North Avenue.

Discussion was held as to the notification process to residents when construction is being conducted on major roadways.

Discussion was held regarding the cost differential between Belgium block curbing versus concrete curbing.

Commissioner Hannen stated that it is his understanding that the cost for both types of curbing is essentially the same. If that is correct, feels a policy decision by the Township Committee is needed, which would require the use of Belgium block curbing in all of Cranford's projects.

Elizabethtown Gas Company Utility Upgrades- Township Wide

Commissioner Mallon referenced a list of roadways to be paved by Elizabethtown Gas in 2016.

Commissioner Giblin requested clarification as to the determining factor for including curbing on certain roadways.

Engineer Dirmann explained that the pitch of the road and drainage issues are normally the determining factors for including curbing.

Orchard Brook Improvements

Commissioner Hannen requested an update regarding the Orchard Brook Project.

Engineer Dirmann informed the Township Committee that there is no final design at this point and discussed different alternatives being considered.

Commissioner Hannen requested a copy of the design alternatives before a final design is submitted to the Department of Environmental Protection.

Review Official Meeting Agenda (continued)

Payment of Bills

Commissioner Hannen discussed costs to Sharper Image Printing for the Township's newsletter and asked if it is an annual or biannual cost. Also discussed the Recreation and Parks Department's newsletter and asked if this is included in the cost to Sharper Image Printing.

Township Administrator Wall to follow up.

Request to begin hiring process for Communications Officers within the Police Department

The Township Committee was agreeable to the request by the Police Department to begin the hiring process for Communications Officers.

Request for construction of steps in Township Right-of-Way – 165 Hillcrest Avenue

Discussion was held regarding existing regulations for yard setbacks and a proposal to amend the ordinance to allow five (5) feet for non-conforming setbacks and six (6) feet for conforming setbacks.

The Township Committee was agreeable to the proposal.

Township Attorney Dabulas to revise the ordinance for introduction on July 12, 2016.

Proposed amendment to ordinance re: hours of operation for businesses

Township Attorney Dabulas discussed the proposed ordinance to amend regulations in connection with the hours of operation for convenience stores.

Discussion was held.

The Township Committee was agreeable to moving forward with introduction of the ordinance with certain language changes.

Township Attorney Dabulas to revise ordinance for introduction on July 12, 2016.

Minute approval – Closed Session Minutes of June 27 and 28, 2016

On motion of Commissioner Hannen, seconded by Deputy Mayor O'Connor and passed, the Closed Session Minutes of June 27 and 28, 2016 were approved by indicated vote of the Township Committee.

Recorded vote:

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

Nay: None

Abstained: None

Absent: None

COMMISSIONER REPORTS**Commissioner Mallon****Dumpster**

Commissioner Mallon discussed an issue with a dumpster in Downtown Cranford.

Township Administrator Wall discussed efforts made by the Health Department to address the issue and a plan for additional pickups.

Capital Budget

Commissioner Mallon discussed the timeframe for the adoption of the capital budget and suggested that departments submit capital budget requests during the last quarter of the year to allow for an earlier adoption of the capital budget.

Commissioner Giblin discussed the 2017 Municipal Budget process and the potential for holding departmental budget hearings on a Saturday rather than during regular Workshop Meetings.

Deputy Mayor O'Connor**Johnson Avenue / Lincoln Avenue basketball courts**

Deputy Mayor O'Connor discussed improvements needed to the Johnson Avenue/Lincoln Avenue basketball courts and suggested the Township Committee reconsider its prior decision and move forward with this project in 2016. Feels unused funds from paving or other projects could be used to fund this project.

Commissioner Hannen discussed his support to include funding for this project during the 2016 Capital Budget process.

Pedestrian improvement presentation

Deputy Mayor O'Connor discussed the presentation regarding pedestrian improvements by Anthony Durante during the June 27, 2016 Workshop Meeting, and the fact that most of these improvements would involve state or county roads. Suggested that the Township work with Union County regarding improvements at South Avenue and Centennial Avenue due to the increase in pedestrian traffic at the intersection created by the Riverfront Redevelopment Project. Also suggested another presentation by Anthony Durante be scheduled for September at the Community Center for residents.

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 Hannen, seconded by Commissioner Mallon and passed, the following resolution was adopted by roll call vote:

Resolution No. 2016-98.16:

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

- MDTV Building

Personnel

- Various Departments
- Police Department
- Department of Public Works

Legal

- CDA v. Township of Cranford
- Edan Ben Elazar v. Macrietta Cleaners, Inc.
- Riverfront Developers v. Planning Board

Contractual (continued)

- iTree Inventory

Minute Review

- Closed Session Minutes of June 27 and 28, 2016

Recorded vote:

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

Nay: None

Abstained: None

Absent: None

On motion of Commissioner Hannen seconded by Deputy Mayor O'Connor and passed, the Township Committee returned to open session at 11:17 PM.

On motion of Commissioner Hannen, seconded by Deputy Mayor O'Connor and passed, the Township Committee adjourned at 11:17 PM.

Respectfully submitted,

Dated: July 11, 2016

Tara Rowley, RMC
Municipal Clerk