

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **April 10, 2017** at 7:00 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 ACTION MAY BE TAKEN AT THIS MEETING.

Present: Mayor Thomas H. Hannen, Jr.
Commissioner Ann Dooley
Commissioner Andis Kalnins
Commissioner Mary O'Connor

Absent: Deputy Mayor Patrick F. Giblin

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

Resolution No. 2017-91.13:

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

- Police Department

Contractual

- Birchwood Avenue property
- Planning services
- Document Management System

Minute Review

- Closed Session Minutes of March 27 and 28, 2017

Recorded vote:

Aye: Mayor Hannen, Commissioners Dooley, Kalnins and O'Connor

Nay: None

Abstained: None

Absent: Deputy Mayor Giblin

On motion of Commissioner O'Connor seconded by Commissioner Dooley and passed, the Township Committee returned to open session at 8:25 PM.

PUBLIC COMMENTS

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

Barbara Krause, 20 Pittsfield Street, thanked the Township Committee for allowing the Daughters of the American Revolution to use Council Chambers on March 11, 2017 for the award ceremony in connection with the historic flagpole. Commended Department of Public Works Superintendent Steven Wardell for his efforts and thanked those who attended. Also commended TV35 for its broadcasting of the ceremony, and Fire Chief Czech for the Fire Department's efforts.

Mrs. Krause also discussed plans to repaint the flagpole and provided correspondence to the Township Committee that had been retained by the Flagpole Committee that handled the original restoration.

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

Review Official Meeting Agenda

Bill List

Mayor Hannen stated that he would be recusing himself from voting on the bill list because of payments related to the Fire Department.

Resolution No. 2017-281:

Commissioner O'Connor discussed Resolution 2017-281 which authorizes the release of the performance bond for the Twin Oaks development and requested that it be moved from consent agenda to roll call vote.

Township Engineer O'Brien informed the Township Committee that the release should not be authorized at this time, as a maintenance bond has not yet been received.

The Township Committee was agreeable to removing Resolution 2017-281 from the agenda.

Engineering update

Stormwater Reporting

Township Engineer O'Brien discussed annual storm water reporting that is due in May.

Orchard Brook Improvements

Township Engineer O'Brien discussed the status of the Orchard Brook Project and meetings with the Department of Environmental Protection that are necessary to move the project forward.

Elizabeth Gas Company Utility Upgrades-Township Wide

Township Engineer O'Brien discussed utility projects that are scheduled and informed the Township Committee of meetings to be scheduled to ensure utility companies contribute their fair share for road resurfacing.

Lincoln Avenue Reconstruction and Improvements to Lincoln Avenue Basketball Courts

Township Engineer O'Brien provided an update of the reconstruction of Lincoln Avenue and improvements to the Lincoln Avenue Basketball Courts. Also discussed pre-construction meetings that were held and the timeline for both projects.

Cranford Baseball Field – Synthetic Turf Conversion

Township Engineer O'Brien provided a status update of the installation of turf at the Cranford Athletic Field and informed the Township Committee that the field should be open for use this upcoming weekend.

2017 Capital Budget

Township Engineer O'Brien discussed his recommendation for engineering capital projects for 2017.

Office Redesign

Township Administrator Wall provided an update of the proposed office redesign. Informed the Township Committee that a contractor reviewed the plan, but requires additional information from the Township Engineer.

Dam upgrades

Township Administrator Wall discussed the status of proposed dam upgrades for the Rahway River.

2017 Capital Budget

Discussion was held as to the projects to include in the 2017 Capital Budget.

Discussion was held regarding repairs needed for the pump house.

Mayor Hannen informed the Township Committee that funds for these repairs are available through a prior bond ordinance.

Commissioner Dooley asked if funds through this bond ordinance could also be used for river gate repairs that are located in the Northeast Quadrant.

Mayor Hannen explained that bond counsel would need to make a determination as to whether funds from the referenced bond ordinance could be used for that purpose.

Discussion was held regarding server upgrades requested by the Office of Administration.

Discussion was held regarding property upgrades to the traffic signal at Alden Street and North Union Street.

The Township Committee was agreeable to moving forward with a capital budget totaling \$3,923,500.

Commissioner Kalnins stated that he is opposed to the total amount proposed and feels it should be reduced to approximately \$3,400,000.

Proposed ordinance re: abandoned properties

Commissioner Dooley discussed the ordinance that was drafted for the regulation of abandoned properties.

Commissioner O'Connor stated that she would like to conduct additional follow up concerning this matter and would report to the Township Committee during the Conference Meeting on April 11, 2017.

The Township Committee was agreeable to introducing the proposed ordinance on April 11, 2017.

Request to reallocate funds re: Memorial Field-Union County Kids Recreation Trust Fund Grant

Mayor Hannen discussed the need to submit a written request to Union County in order for funds awarded through the Kids Recreation Trust Fund to be reallocated to improvements to Memorial Field.

The Township Committee was agreeable. Mayor Hannen to submit a letter to Union County.

Minute approval – Closed Session Minutes of March 27 and 28, 2017

On motion of Commissioner Kalnins, seconded by Commissioner O'Connor and passed, the Closed Session Minutes of March 27 and 28, 2017 were approved by indicated vote of the Township Committee.

Recorded vote:

Aye: Mayor Hannen, Commissioners Dooley, Kalnins and O'Connor

Nay: None

Abstained: None

Absent: Deputy Mayor Giblin

ADMINISTRATOR REPORTS

Township Administrator Wall

Victorian Lights

Township Administrator Wall provided an update of the replacement of the Victorian lights in Downtown Cranford and informed the Township Committee that samples were installed for review and consideration.

Harassment training

Township Administrator Wall announced that all employees have completed required harassment training.

COMMISSIONER REPORTS

Commissioner Dooley

Dam upgrades

Commissioner Dooley discussed a meeting scheduled with Union County to discuss dam upgrades.

PUBLIC COMMENTS

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

Barbara Krause, 20 Pittsfield Street, discussed the proposed ordinance regarding abandoned properties and requested clarification.

Mayor Hannen explained that regulations currently exist with respect to abandoned properties, but the ordinance proposed would expand those regulations.

Mrs. Krause discussed issues with the condition of Pittsfield Street and requested that the Township Committee consider including this roadway in the 2017 Paving Program.

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

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

Resolution No. 2017-91.13:

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:

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Recorded vote:

Aye: Mayor Hannen, Commissioners Dooley, Kalnins and O'Connor

Nay: None

Abstained: None

Absent: Deputy Mayor Giblin

On motion of Commissioner O'Connor seconded by Commissioner Dooley and passed, the Township Committee returned to open session at 9:35 PM.

On motion of Commissioner O'Connor, seconded by Commissioner Dooley and passed, the Township Committee adjourned at 9:35 PM.

Respectfully submitted,

Tara Rowley, RMC
Municipal Clerk

Dated: April 10, 2017