

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **June 8, 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

*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.

Jim Anderson, 219 Walnut Avenue, discussed issues with parking on Walnut Avenue and asked if the two (2) hour time limit could be expanded. Also discussed a problem with driveways being blocked on Walnut Avenue and people exiting the wrong way from the Community Center. In addition, there have been issues with the Senior Citizen bus having no place to park and the handicapped ramp has been blocked. Suggested a bus stop be allocated for the Senior Citizen bus.

Joan Scaramuzzi, 517 Claremont Place, discussed the condition of Claremont Place and the need for paving. Explained that she discussed this issue with the Engineering Department and was informed that paving could not occur at this time because utility work was scheduled for the area.

Commissioner D’Ambola suggested that Ms. Scaramuzzi continue to submit complaints through the “See Click Fix” system. This would allow potholes to be filled until the road could be paved.

Dr. Frank Krause, 20 Pittsfield Street, discussed the Township’s request for ideas to honor the Pepperidge Tree. Suggested that a town-wide search of significant landmark trees be conducted in conjunction with the Tree Advisory Board and Environmental Commission. Once identified, a brochure documenting these trees should be created.

Deputy Mayor Adubato referred to comments regarding the paving of Claremont Place and discussed the paving program that was put into place in 2014. Stated that she agrees that many roadways were in disrepair, but until last year, there was no paving plan in place. Also discussed the need to coordinate with utility companies to avoid the issue that occurred on Herning Avenue where the street was paved and the utility company opened it afterwards for utility work.

James Scaramuzzi, Claremont Place, requested clarification as to a plan for improvements to Claremont Place. Discussed flooding and other issues that have damaged the roadway.

Commissioner D’Ambola discussed the plan for flood control and the Township’s paving program.

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

Review Official Meeting Agenda

Bills List

Discussion held regarding the cost for fencing installed in the downtown.

Ordinance No. 2015-26:

Township Administrator Wall discussed the bond ordinance for the Swim Pool Utility and funding for the down payment.

All items approved for action.

NJ PACE Program

NJ PACE Executive Director, Jonathan Cloud, and NJ PACE Director of Business Development, Victoria Zelin, were present.

Mr. Cloud discussed the development of the NJ PACE Program and explained that it involves the financing of energy efficient improvements to homes through a special assessment to property taxes. This assessment allows the property owner to pay-off the cost of improvements through property tax payments.

Mr. Cloud further explained that the program is voluntary but would require an ordinance by the Township Committee establishing a PACE Program. Also explained that the program pertains to commercial and multi-unit residential dwellings at this time. It does not apply to one-family residences. Mr. Cloud also discussed the administration of the program that would be required.

Commissioner Hannen asked what types of projects would qualify for funding through the program and if improvements could be initiated by a tenant rather than the property owner.

Mr. Cloud discussed the types of projects and explained that improvements could be initiated by a tenant. Discussed potential financing scenarios if improvements were initiated by a tenant rather than the property owner.

Deputy Mayor Adubato asked if projects that have already started could be financed through this program.

Mr. Cloud explained that the program could apply to projects that have already started or have already been funded. The project could be refinanced if funding was obtained through other means.

Mr. Cloud discussed new legislation that might impact the program and suggested that the Township Committee defer consideration of an ordinance until legislation is finalized.

Further discussion at a future meeting.

Engineering update**North Avenue Station Pedestrian Improvement Project**

Township Engineer O'Brien provided an update of the North Avenue Station Pedestrian Improvement Project. Discussed bids and cost proposals received and recommended moving forward with the project.

Discussion held regarding the financing of the additional cost of the project.

Township Administrator Wall discussed funding that is available through the 2014 Capital Budget. Also discussed the potential for re-bidding the project, but explained that the Township would need to request additional extensions from the State of New Jersey if it decides to re-bid the project.

Deputy Mayor Adubato to follow up concerning the portion of funding that would be provided through the 2014 Capital Budget.

Commissioner Hannen asked if the scope of work could be amended to reduce the cost to the original cost estimate.

Township Engineer O'Brien discussed the bidding process and requirements pertaining to a contract awarded through the bid process.

Discussion held.

Further discussion June 9, 2015 Conference Meeting. Resolution authorizing an award of contract to be added to the June 9, 2015 Official Meeting.

2014 Paving Project

Township Engineer O'Brien discussed the status of the 2014 Paving Program and listed the remaining roadways to be paved. Informed the Township Committee that the program should be complete by the end of the month.

Township Engineer O'Brien also discussed work being done by the gas company and paving that would be conducted by the gas company.

Mayor Kalnins discussed work conducted by the gas company on North Union Avenue without notice to the Township and the need for the Township to issue a violation to utility companies when this occurs.

Discussion held regarding the need to notify business owners of utility work and street paving that is scheduled.

Municipal Building Parking Lot Improvements

Township Engineer O'Brien discussed improvements to the Municipal Building parking lot and the cost to move the utility poles to widen the driveway exit. Feels the cost is not feasible and discussed other options for the Township.

Discussion held.

Township Committee consensus to move forward with the project as recommended by Township Engineer O'Brien. Commissioner Hannen stated that he was opposed to the widening of the driveway.

Twin Oaks

Township Engineer O'Brien discussed the status of the Twin Oaks development. Explained that while progress has been made, there has not been enough progress to warrant the issuance of a Certificate of Occupancy. Ensured the Township Committee that progress would continue to be monitored.

Community Rating System

Township Engineer O'Brien discussed work that was conducted that would allow the Township to participate in the Community Rating System at level eight (8). This level would provide for a ten (10%) percent discount on flood insurance premiums to homeowners. Feels within one (1) to two (2) years the Township could move to level seven (7).

Miscellaneous

Commissioner Hannen discussed utility and construction work that has occurred in the Special Improvement District and feels the Township should establish a policy that would require that this work be done at night.

Discussion held.

Township Engineer O'Brien feels this could be accomplished through the ordinance regulating road openings once it is adopted.

Discussion held regarding milling and paving of roadways on Twin Oaks property.

Commissioner Hannen requested an update as to the balance of unused funds from the 2014 Paving Program.

Deputy Mayor Adubato to follow up on Commissioner Hannen's request.

Ladder truck

Fire Chief Czeh and Lieutenant Lubin discussed the Fire Department's proposal for new Aerial Apparatus (Tower 1).

Lieutenant Lubin discussed the cost to purchase and the option to lease the vehicle.

Discussion held.

Fire Chief Czeh discussed the fact that the Fire Department's fleet is aging and the need to consider the replacement of additional vehicles in the future.

Commissioner O'Connor discussed her support for moving forward with the replacement of Tower 1.

Discussion held as to the financing requirements to lease the vehicle versus purchasing the vehicle.

Township Administrator Wall to follow up with Chief Financial Officer Patterson.

Property maintenance

Commissioner D'Ambola provided an update regarding the enforcement of property maintenance issues. Also discussed his recommendation for the coordination of inspections when an issue involves multiple departments.

Commissioner D'Ambola also discussed issues with dumpsters in the Special Improvement District and feels violations should be issued when dumpsters are not properly maintained.

Proposed ordinance – No parking when road is snow covered

Commissioner D'Ambola discussed the proposed ordinance to prohibit parking on roads when snow covered and explained that the proposed regulations would prohibit parking on through streets only. Discussed coordination that would need to occur in order to remove snow from secondary and other streets. Also discussed notification to residents and signage requirements.

Township Attorney Dabulas to follow up regarding signage requirements.

Further discussion June 22, 2015.

Proposed Swim Pool Utility membership fees discounts

Discussion held concerning Aquatics and Fitness Center Director Stephen Robertazzi's recommendation that the Township allow a pool membership fee discount for Cranford business owners and Township of Cranford employees.

The Township Committee was agreeable to the recommendation.

2015 NJ League of Municipalities Conference

Township Clerk Tara Rowley discussed the 2015 League of Municipalities Conference and requested Township Committee input concerning hotel reservations.

The Township Committee was agreeable to reservations at the Sheraton AC Convention Center Hotel.

Minute approval – Closed Session Minutes of May 18 and 19, 2015

On motion of Commissioner O'Connor, seconded by Commissioner D'Ambola and passed, the Closed Session Minutes of May 18 and 19, 2015 were approved by the 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

COMMISSIONER REPORTS**Commissioner D'Ambola**

Commissioner D'Ambola discussed a suggestion he received regarding a memorial for the Pepperidge Tree, which involves the construction of a gazebo to display remnants of the tree.

Commissioner Hannen suggested \$50,000 be included in the Capital Budget for a memorial.

Commissioner D'Ambola discussed grant funding that might be available through the Union County Historic Preservation Trust fund.

The Township Committee was agreeable to including \$50,000 in funding in the 2015 Capital Budget for a memorial for the Pepperidge Tree.

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 D'Ambola, seconded by Commissioner O'Connor and passed, the following resolution was adopted by roll call vote:

Resolution No. 2015-21:

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
- Municipal Clerk
- Zoning Board of Adjustment

Contractual

- Memorial Field lease agreement
- Community Rating System

Labor Negotiations

- Teamsters Local 469 (white collar)

Legal

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

Minute Review

- Closed Session Minutes of May 18 and 19, 2015

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 D'Ambola seconded by Commissioner Hannen and passed, the Township Committee returned to open session at 11:25 PM.

Late Starter –Municipal Building renovations

Deputy Mayor Adubato discussed proposed renovations to office space in the Municipal Building and suggested the Township Committee move forward with renovations with the Downtown Business and Economic Development office remaining on the lower level.

Township Committee consensus to move forward with renovations as suggested by Deputy Mayor Adubato. Commissioner D'Ambola stated that he was opposed to the Downtown Business and Economic Development office remaining on the lower level.

On motion of Commissioner D'Ambola, seconded by Commissioner Hannen and passed, the Township Committee adjourned at 11:25 PM.

Respectfully submitted,

Tara Rowley, RMC
Municipal Clerk

Dated: June 8, 2015