

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **June 12, 2017** 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 ACTION MAY BE TAKEN AT THIS MEETING.

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

Absent: None

CLOSED SESSION

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

Resolution No. 2017-91.21:

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:

Legal

- 7-Eleven v. Township of Cranford
- Township Attorney update
- Edan Ben Elazar v. Macrietta Cleaners, Inc.

Personnel

- Various Departments
- Police Department
- Fire Department

Contractual

- Hyatt Hills Golf Course

Minute Review

- Closed Session Minutes of May 8 and 9, 2017

Recorded vote:

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

Nay: None

Abstained: None

Absent: None

On motion of Commissioner O'Connor seconded by Commissioner Dooley and passed, the Township Committee returned to open session at 8:00 PM.

PUBLIC COMMENTS

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

Kevin Cuminskey, 109 Columbia Avenue, discussed the Firecracker 4 Mile run scheduled for 4th of July and informed the Township Committee of road work that is being done along the race route.

Jacqueline Dirmann, Maser Consulting, explained that this work is being done by Elizabethtown Gas and assured the Township Committee that it would be completed before the race.

Mr. Cuminskey expressed concern that there was no notification given by the gas company that this work was being conducted.

Ms.Dirmann to follow up with Elizabethtown Gas.

Mr. Cuminskey discussed issues that need to be addressed at Belmont Avenue and Locust Drive.

Township Administrator Wall to contact the Township Engineer.

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

Proposed ordinance re: Puppy Mills-Larry Cohen, The Humane Society of New Jersey

Larry Cohen, volunteer legislative leader for the Humane Society, requested the Township Committee's consideration of an ordinance that would prohibit current and future retail sale of animals. Also discussed store owners that would be opposed to this type of ordinance and informed the Township Committee to expect this opposition. Also discussed the US Department of Agriculture's standards with respect to animal breeding and care, which he feels are not acceptable.

Further discussion and consideration of this request scheduled for the Workshop Meeting of June 26, 2017.

Engineering update

Jacqueline Dirmann of Maser Consulting was present.

NJDEP/NJEIT Fiscal Year 2016 Clean Water and Drinking Water (Environmental Infrastructure)

Ms. Dirmann discussed the status of Phase 2B of the Northeast Quadrant Storm Water Management Project and informed the Township Committee that a meeting has been scheduled with the Department of Environmental Protection in an effort to move the project along.

Orchard Brook Improvements

Ms. Dirmann discussed design work that was done in connection with the Orchard Brook Project and the cost benefit analysis that was developed and submitted to the NJ Department of Environmental Protection. Explained that a meeting with the Department of Environmental Protection is also needed to move this project forward.

Elizabethtown Gas Company Utility Upgrades –Township wide

Ms. Dirmann discussed utility work being done at the bike path along the route of the Firecracker 4 Mile run.

NJDOT Municipal Aid Grant Application – FY 2006-Lincoln Avenue East

Ms. Dirmann discussed the reconstruction of Lincoln Avenue East and informed the Township Committee that the project is complete.

Lincoln Avenue Basketball Court

Ms. Dirmann discussed improvements to the Lincoln Avenue Basketball Courts and informed the Township Committee that stenciling and striping are remaining items not yet completed by the contractor.

2017 Paving Program

Ms. Dirmann discussed the timeframe for the 2017 Paving Project.

Township Administrator Wall discussed the expiration of the estoppel period and the potential for adopting a resolution awarding a contract for engineering services contingent upon the expiration of the estoppel period.

The Township Committee was agreeable to moving forward with an award of contract on June 13, 2017.

Fire Department, Fire Chief Czeh

Fire Chief Czeh discussed the current hiring list for the Fire Department and informed the Township Committee that it has expired. Requested approval to conduct a new test, and if the Township Committee is agreeable, the Fire Department would utilize a non-profit organization to administer the test.

Commissioner O'Connor discussed suggested revisions to the draft hiring and promotional policies.

The Township Committee was agreeable to the proposed changes to the policies and moving forward with the test. No official action to be taken as to the revisions to the policies.

Review Official Meeting Agenda

Landscape Design and Contract Administration for Post Office Plaza

Deputy Mayor Giblin discussed proposals received for Landscape Design and Contract Administration for Post Office Plaza. Informed the Township Committee that the Downtown District Management Corporation (DMC) discussed the proposals and it was determined that they were too high. A resolution rejecting all proposals to be added to the June 13, 2017 Official Meeting Agenda. .

Payment of Bills

Commissioner Dooley requested clarification of costs related to animal control services.

Township Administrator Wall discussed the monthly cost and services provided.

Commissioner Dooley discussed payroll costs and asked if the Township has the ability to perform this service in-house for non-uniformed personnel.

Mayor Hannen feels this service cannot be done in-house due to tax deductions that are necessary.

Township Administrator Wall stated that he does not recommend this function being performed in-house for a portion of employees.

Commissioner Dooley also discussed invoices for engineering services and feels they need to be more closely monitored.

Proposals for Bidding and Construction Management Services 2017 Capital Road Improvements

Township Administrator Wall discussed the process for capital projects and informed the Township Committee that it has the ability to solicit Request for Proposals (RFP) for design work in addition to bidding and construction administration services.

The Township Committee was agreeable to soliciting RFP's for bidding and construction administration services.

Commuter Parking

Commissioner O'Connor discussed issues with commuters parking on residential streets and suggested the Township Committee consider time-limit parking within a certain distance from the train station and bus stops.

Proposed parklets

Deputy Mayor Giblin discussed the proposal for parklets in the downtown and a petition that was filed by business owners in opposition to the parklets. Explained that, as per Business and Economic Development Director Kathleen Prunty, the proposal was discussed with business owners and most are agreeable to the installation of a parklet at the recommended location of Eastman Street from mid-June through September.

The Township Committee was agreeable. Resolution authorizing a parklet on Eastman Street to be adopted June 13, 2017.

Proposal re: Police Chaplain Program

Deputy Mayor Giblin discussed the request to establish a Police Chaplain Program and informed the Township Committee that his questions regarding insurance requirements and liability concerns have been answered.

The Township Committee was agreeable. Official action authorizing the program to be scheduled for June 13, 2017.

COMMISSIONER REPORTS

Deputy Mayor Giblin

Landscaping at Post Office Plaza

Deputy Mayor Giblin discussed proposals received for landscaping at Post Office Plaza and the decision to reject all proposals.

Mayor Hannen

NJ Department of Environmental Protection

Mayor Hannen informed the Township Committee that he would be meeting with a DEP representative on Friday and would use the opportunity to discuss the Orchard Brook Project and Phase 2B of the Northeast Quadrant Storm Water Management Project.

Eagle Scout project

Mayor Hannen discussed an Eagle Scout project proposed for landscaping at Post Office Plaza.

Deputy Mayor Giblin discussed landscaping work proposed by the DMC and feels this should be coordinated with the DMC before the Eagle Scout project moves forward.

PUBLIC COMMENTS

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

Resolution No. 2017-91.21:

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Recorded vote:

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

Nay: None

Abstained: None

Absent: None

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

Minute approval – Closed Session Minutes of May 22 and 23, 2017

On motion of Commissioner Dooley, seconded by Commissioner O'Connor and passed, the Closed Session Minutes of May 22 and 23, 2017 were approved by indicated vote of the Township Committee.

Recorded vote:

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

Nay: None

Abstained: None

Absent: None

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

Respectfully submitted,

Heather Capone, RMC
Deputy Municipal Clerk

Dated: June 12, 2017