

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **November 27, 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

PUBLIC COMMENTS

Mayor Hannen opened the public comment 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.

January 2018 Bond Sale

Steve Rogut, Esq. from Rogut McCarthy and Warren Korecky, Esq. from Suplee Clooney were present.

Mr. Rogut strongly suggests Cranford pay the note that will be due in January 2018. Explained that the Township should decrease its debt service by preventing the accumulation of bond anticipation notes (BANs) which would cause a spike in the Township's debt.

Mr. Korecky discussed the Township's present debt, the process involved and how it will affect the Township's budget. Discussed the drop-off rates.

Mr. Rogut proposed the Township Committee consider adopting a resolution at the December 19, 2017 Official Meeting so the bond sale can be held in January 2018. Explained that these are governmental bonds that do not affect property taxes.

Township Committee agreeable to adopting the resolution on December 19, 2017.

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

Resolution No. 2017-91.41:

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

- Township Attorney update

Contractual

- Collective Bargaining negotiations
- Finance Department

Personnel

- Township Clerk's Office
- Police Department
- Office of Business and Economic Development

Minute Review

- Closed Session Minutes of October 16, 23 and 24, 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 Dooley seconded by Commissioner O'Connor and passed, the Township Committee returned to open session at 8:25 PM.

Review Official Meeting Agenda

Resolution No. 2017-386 was moved from consent agenda to roll call vote.

All items were approved for action.

Engineering Update

Item carried to December 18, 2017.

Public Hearing-Community Development Fiscal Year 2018-2019 (Year 44) Proposal

Township Administrator Wall reviewed the projects to be included in the Community Development Block Grant Year 44 Grant Program.

The Township Committee was agreeable to the proposed projects as follows:

- | | | |
|----|--|--------------|
| 1. | Senior Citizen Nutrition Program | \$ 8,400.00 |
| 2. | Handicap Ramp Replacement Program | \$100,000.00 |
| 3. | Senior Citizen Social Services Program | \$ 54,218.00 |
| 4. | Senior Citizen Handyman Program | \$ 14,558.00 |

Mayor Hannen opened the public hearing and asked if there were any questions or comments.

Hearing no comments, Mayor Hannen closed the public hearing.

Resolution authorizing execution and submission of CDBG Year 44 applications to be adopted November 28, 2017.

Social Media policy

Deputy Mayor Giblin discussed notes he would like to draft into a policy for social media.

Township Committee agreeable to having Township Attorney Cooper write a draft policy for Township Committee review.

Township Administrator Wall to review the social media policy for Raleigh, North Carolina.

Discussion held on who the point person is for the Township's social media accounts.

Proposed 2018 Township Committee meeting schedule and 2018 holiday schedule

Discussion held regarding the schedule of meetings for 2018 and the 2018 holiday schedule.

Further discussion at the December 18, 2017 Workshop meeting.

Township Committee consensus to have the Conference meetings start at 7:00 PM and the Official Meetings start at 7:30 PM.

Minute approval – Closed Session Minutes of October 16, 23 and 24, 2017

On motion of Commissioner Kalnins seconded by Commissioner O'Connor and passed, the Closed Session Minutes of October 16, 23 and 24, 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

ADMINISTRATOR REPORTS

Victorian Lights

Township Administrator Wall discussed the delivery of the Victorian lights.

2018 Professional Services

Township Administrator Wall mentioned that the Request for Proposals will be going out on Thursday.

COMMISSIONER REPORTS

Commissioner Dooley

Train trestle

Commissioner Dooley asked if the Christmas lights would be going up on the train trestle.

Mayor Hannen stated that no lights would be put up because the Township would have to pay for it.

Township Committee consensus to bypass on putting the Christmas lights up on the train trestle. Feel the cost is too high.

Township Administrator Wall to look into the guidelines for the Department of Public Works to put the lights up for the 2018 holiday season.

Deputy Mayor Giblin

Library Director Retirement

Deputy Mayor Giblin announced that Library Director John Malar is retiring. Discussed his replacement and funding for the library.

Business and Economic Development Retirement

Deputy Mayor Giblin mentioned that Business and Economic Development Director Kathleen Prunty will be retiring. Stated that he will be meeting with the DMC Board for a recommendation to fill her position.

PUBLIC COMMENTS

Mayor Hannen opened the public comment 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.

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

Resolution No. 2017-91.41 (continued):

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

- Township Attorney update

Contractual

- Collective Bargaining negotiations
- Finance Department

Personnel

- Township Clerk's Office
- Police Department
- Office of Business and Economic Development

Minute Review

- Closed Session Minutes of October 16, 23 and 24, 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 11:30 PM.

On motion of Commissioner O'Connor seconded by Commissioner Dooley and passed, the Township Committee adjourned at 11:30 PM.

Respectfully submitted,

Dated: November 27, 2017

Heather Capone, RMC
Deputy Municipal Clerk