

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **January 22, 2018** at 7:32 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 Ann Dooley
Commissioner Patrick Giblin
Commissioner Jean-Albert Maisonneuve
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.

CLOSED SESSION

On motion of Commissioner O’Connor, seconded by Commissioner Maisonneuve and passed, the following resolution was adopted by roll call vote.

Resolution No. 2018-94.1

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

- Tax Collector
- Health Department
- Department of Public Works
- Business and Economic Development
- Collective Bargaining

Real Estate

- Vacant property list

Contractual

- Cell Tower Lease – T-Mobile

Legal Matters

- Legal update

Minute Review

- Closed Session Minutes of December 18 and 19th, 2017 and January 8, 2018

Recorded vote:

Aye: Mayor Hannen, Deputy Mayor Dooley, Commissioners Giblin, Maisonneuve & O’Connor
Nay: None
Abstained: None
Absent: None

On Motion of Commissioner O’Connor, seconded by Commissioner Maisonneuve and passed, the Township Committee returned to open session at 8:07 p.m.

Review Official Meeting Agenda

In regards to the Bill List, Commissioner Dooley inquired about ice rescue suit charges on page 4 and software maintenance fees on page 11.

All Agenda items were approved for action.

Strategic Plan for 2018 - Municipal Alliance

Mr. Bill Ilaria gave a presentation about the Municipal Alliance's Strategic Plan for 2018. Discussion ensued regarding changing the "21 means 21" slogan, a Skate Park, opioids and the annual barbecue.

Engineering Update

Victorian Light Installation

Mr. Bill Masol provided an update on the Victorian lights. Discussion ensued regarding the Special Improvement District (SID,) the contractor punch list, the need for fifteen (15) more luminaries, as well as whether dimmers were available.

Commissioner O'Connor inquired about charging stations. Discussion ensued regarding following up about this issue with the Police Traffic Bureau.

North Union Ave. /Alden St. Intersection Improvements

Mr. Masol noted that the RFP for the North Union Avenue/Alden Street improvements were sent to qualified consultants and that responses were due on February 1st. He noted that after February 1st, he would have a recommendation.

2017 Municipal Paving Program

Mr. Masol provided a 2017 Municipal Paving Program update. Commissioner Giblin inquired about the end dates for both paving and the traffic light. Discussion ensued regarding speaking with affected business and owners.

2018 NJ American Water Main Replacement and the FY 2016 NJDEP/NJEIT Program-Phase 2B Flood Control Project

Mr. Masol provided updates on the 2018 New Jersey American Water Main Replacement program and the FY 2016 NJDEP/NJEIT Program – Phase 2B Flood Control project.

Rahway River Desilting/Dam Gate Replacement

In regards to the Rahway River Desilting/Dam Gate Replacement project, Mr. Masol noted that Mott McDonald would be handling the permit plan submissions.

Escrow Fees

Mr. Masol discussed adding a stipulation to the Township Code, specifically a stipulation which would entail a \$500 engineering review fee for any new construction or reconstruction projects whose plan was not required for Planning Board, Zoning Board of Adjustment or Township Committee review. Discussion ensued. Consensus was reached to draft a new Ordinance which would reflect the new review and inspection fee requirement.

Paperless Agendas

Commissioner O'Connor presented a summary of Tablet choices. Discussion ensued on its use (i.e., for emails, documents, Word and Excel,) use of a Tablet pen, the expected decline of administrative costs with the Tablet purchases, storage needs and a Tablet "acceptable use" policy,

The Mayor asked Township Clerk Patricia Donahue to provide a report at the next Workshop meeting regarding Departments' efforts to "go paperless" and utilize Laserfiche.

Minute approval – Closed Session Minutes of December 18th and 19th, 2017 and January 8th, 2018.

On motion of Commissioner O'Connor, seconded by Commissioner Maisonneuve and passed, the Closed Session Minutes of December 18th and 19th, 2017 and January 8th, 2018 were approved by indicated vote of the Township Committee.

Recorded vote:

Aye: Mayor Hannen, Deputy Mayor Dooley, Commissioners Giblin, Maisonneuve & O'Connor
 Nay: None
 Abstained: None
 Absent: None

TOWNSHIP ADMINISTRATOR REPORTS

Budget Meeting

Township Administrator Wall noted that we were prepared for Saturday's Workshop Budget Meeting. Commissioner Giblin inquired about the cost of benefits.

COMMISSIONER REPORTS

Commissioner O'Connor**Bond Anticipation Notes (BANs)**

CFO Lavona Patterson spoke about rollover decisions regarding Bond Anticipation Notes (BANs). Consensus was agreed to further discuss the matter in Closed Session.

Commissioner Maisonneuve**Property Owners Meeting**

Commissioner Maisonneuve noted that a meeting was held with North Avenue property owners during the previous week.

Commissioner Giblin**Teen Advisory Board**

Commissioner Giblin noted that the Teen Advisory Board had met.

PUBLIC COMMENTS

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

Mr. Ralph Brunette of 25 North Avenue East stated that he would like more transparency. He stated that his family had owned their property since the 1890s. Mr. Brunette stated that 1) he would not move; 2) he did not like that the property owners were discredited; and 3) the value of his property was ruined. He further elaborated.

Ms. Rose Finocchiaro of 48 North Avenue East spoke about her efforts to keep her property clean. She stated that she put her life's work into her property and further elaborated.

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

CLOSED SESSION

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

Resolution No. 2018-94.1

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

- Tax Collector
- Health Department
- Department of Public Works
- Business and Economic Development
- Collective Bargaining

Real Estate

- Vacant property list

Contractual

- Cell Tower Lease – T-Mobile

Legal Matters

- Legal update

Minute Review

- Closed Session Minutes of December 18 and 19th, 2017 and January 8, 2018

Recorded vote:

Aye: Mayor Hannen, Deputy Mayor Dooley, Commissioners Giblin, Maisonneuve & O'Connor
 Nay: None
 Abstained: None
 Absent: None

On motion of Commissioner O'Connor, seconded by Commissioner Maisonneuve and passed, the Township Committee returned to open session at 11:19 p.m.

On motion of Commissioner O'Connor, seconded by Commissioner Maisonneuve and passed, the Township Committee adjourned at 11:19 p.m.

Respectfully submitted,

Dated: January 22, 2018

Patricia Donahue, RMC
Municipal Clerk