

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **February 12, 2018** at 7:01 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.

Dr. Frank Krause of 20 Pittsfield Street inquired about needed street repair work. Discussion ensued regarding Pittsfield Street repairs.

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

DISCUSSION

Mr. Kurt Petchow acknowledged his fellow Chamber colleagues who were in attendance: President T.G. Glazer, Vice President John Weaver, Treasurer Brian Lehrer, Ms. Dottie Baniewicz and Ms. Barbara Bilger. Mr. Kurt Petchow noted that the Chamber’s focus was about commerce and community. He elaborated about the various events they host. Mr. Petchow stated that he appreciated the Township’s support for the full-day closures. A brief discussion ensued regarding how terrorism affected their events. Commissioner Maisonneuve stated that the Business Owners had concerns. Mr. Petchow stated that the Chamber was very proactive about working on business owners’ concerns and this was not a new issue. He did note that sometimes the complaints did not go directly to the Chamber but the complaints would instead go straight to the Committee. Noting that she had visited each store, Ms. Bilger stated that she would like to hear the complaints. Further discussion ensued regarding complaints about the Cruiser Nights and a recent business owners’ petition. Consensus was reached to revise the proposed February 13th Official Meeting Cruiser Night and Annual Holiday Tree Lighting Resolution to only include the Annual Holiday Tree Lighting authorization and to table the street closures for the Cruiser Nights.

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. 2018-94.3

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

- Director, Downtown Business and Economic Development Office – fill vacancy – Interviews
- Department of Public Works – Comp Time
- Police – Communications Officer
- Collective Bargaining Negotiations Update
- Budget - Administrative Compensation

Real Estate

- Vacant Property List

Legal Matters

- Legal update

Minute Review

- Closed Session Minutes of January 22 and 23, 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 8:32 p.m.

2018 Municipal BudgetLibrary

Library Director Michael Maziendien and Board President Patricia Pavlak were present. Discussion ensued regarding the Miscellaneous Materials and Supplies budget, Digital offerings, Personnel costs and the Library Surplus. Further discussion ensued regarding the Library's Capital Funding request, whether a Library contribution was feasible, the State of New Jersey's Library Construction Act, the proposed renovation of the Children's section of the Library, whether a Library Capital campaign was feasible, i.e., via the Friends of the Library, Director Maziendien's experience with technology and modular space in Kenilworth, and circulation and usage trends.

Tax Assessor

Discussion ensued with Tax Assessor Peter Barnett regarding the increased funding request for outside Professional Expenses from \$15,000 to \$20,000 and the decrease in funding request for Purchase of Equipment from \$4,000 to \$500. The Mayor inquired about notice to the Committee regarding property sales transactions over a certain level.

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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 9:39 p.m.

2018 Municipal BudgetConstruction Code

Mr. Rich Belluscio noted that the Construction Code Department's revenues were expected to increase during 2018. Discussion ensued regarding Personnel costs, positions and certifications, neighboring communities' salaries, inspection fees, SDL and the number of seats, Budget Code 290 (Purchase of Equipment,) Budget Code 225 (Property Maintenance,) expected Uniform Construction Code revenues for 2018, and number of days to process an application.

Court

Judge Cassidy and Ms. Lori Powell spoke about the need for a new computer. Discussion ensued regarding Personnel costs, publications and whether there were duplicates, and the effect of bail reform on revenues.

Health

Mr. Mike Fitzpatrick spoke about Budget Code 214 (Outside Professional Expenses.) Further discussion ensued regarding property maintenance and personnel salaries.

Review Official Meeting Agenda

Commissioner Giblin inquired about the Tax Lien resolution. CFO Lavona Patterson responded. Deputy Mayor Dooley inquired about the Dedication by Rider resolution. CFO Lavona Patterson responded. Further discussion ensued regarding annual property tax payment deductions for veterans and seniors.

All Agenda items were approved for action.

Ordinance – Engineering Review Fees

Township Attorney Cooper provided an update of the proposed Ordinance to include professional fees for new construction and/or reconstruction of properties located in the Township.

Engineering update, Township Engineer Masol

Mayor Hannen noted that we had asked Mr. Masol not to appear (in light of the full Agenda).

Township Planner

Township Administrator and Commissioner Maisonneuve discussed the possibility of appointing a Township Planner.

Electrical Vehicle Charging Stations

Commissioner O'Connor spoke about the MDTV lot as a potential vehicle charging station. She noted that she spoke to Tesla. Commissioner O'Connor also spoke about her conversation with QPA Jen Burns regarding a "Request for Information." She stated that she expected to speak with PSE&G during the next day regarding grant requests. Further discussion ensued regarding potential charging station locations, the Parking Committee, "going green," and using a lot for commuters.

TOWNSHIP ADMINISTRATOR REPORTSNew Jersey Transit

Township Administrator Wall provided an update on a recent meeting with New Jersey Transit regarding the parking lot lease.

Cyber Security

Township Administrator Wall noted that Township Staff had recently completed JIF-sponsored cyber security webinar training.

COMMISSIONER REPORTS**Commissioner O'Connor**Tablets and a Carbon Footprint Survey

Commissioner O'Connor provided an update on the proposed Tablets purchase for the Committee as well as a municipal Carbon Footprint survey.

Commissioner GiblinParking Committee and Community Policing

Commissioner Giblin noted that the Parking Committee recently held a meeting. He also provided a Community Policing update.

Mayor HannenRahway River Basin

Mayor Hannen spoke about a recent conference call with Senator Menendez regarding the Army Corps of Engineers and the Rahway River Basin.

Minute approval – Closed Session Minutes of January 22nd and January 23, 2018.

On motion of Commissioner O'Connor, seconded by Commissioner Maisonneuve and passed, the Closed Session Minutes of January 22nd and January 23, 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

PUBLIC COMMENTS

Mayor Hannen opened the public comment portion of the meeting and asked if there were any questions. 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. 2018-94.3

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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 12:33 a.m.

On motion of Commissioner O'Connor, seconded by Commissioner Maisonneuve and passed, the Township Committee adjourned at 12:34 a.m.

Respectfully submitted,

Dated: February 12, 2018

Patricia Donahue, RMC
Municipal Clerk