

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **September 24, 2018** 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 ANN DOOLEY
 COMMISSIONER PATRICK GIBLIN
 COMMISSIONER JEAN-ALBERT MAISONNEUVE
 COMMISSIONER MARY O'CONNOR

Absent: None

Deputy Mayor Dooley made a motion to change the Workshop Meeting agenda. Mayor Hannen inquired about the change. Deputy Mayor Dooley responded that it was a legal exception. She requested that the Engineer present his agenda items and then the Committee move into Closed Session. Commissioner Maisonneuve seconded the motion. Commissioners Giblin and O'Connor voted in favor of the motion. Mayor Hannen did not vote.

Engineering update, Township Engineer Masol

FY 2016 NDEP/NJEIT Program – Phase 2B Flood Control Project

Mr. Masol spoke about the September 20th bid legal advertisement and the October 2nd bid opening.

2017 Municipal Paving Program, Phase 2

Mr. Masol provided an update on the 2017 Municipal Paving Program, Phase 2, and specifically stated that the Township was awaiting a shop drawing submission from the contractor.

2018 Municipal Paving Program

Mr. Masol stated that the Township was awaiting insurance information from the contractor. He stated that a "Notice to Proceed" would be issued immediately upon receipt of the insurance information.

Rahway River Desilting/Dam Gate Replacement

Mr. Masol stated that the Township was awaiting additional quotes for an architectural survey. Mayor Hannen inquired about the time frame required to complete the survey. Mr. Masol responded that it would take about 6 (six) to 8 (eight) weeks.

NJDOT Grant Applications

Mr. Masol spoke about the department's work on the upcoming Municipal Aid Grant application, specifically for Brookside Place Drainage improvements. Mayor Hannen inquired whether the grant application would include sanitary sewer work. Mr. Masol responded that the Department of Transportation would not fund sanitary improvements. Commissioner O'Connor inquired whether the Brookside project would have any overlap with the Phase 5 project. Mr. Masol responded.

Mr. Masol spoke about the upcoming New Jersey Department of Transportation grant. He proposed that the grant application ask for Eastman Street pedestrian improvements. Mr. Masol noted that the Director of the Downtown Management Corporation concurred. Discussion ensued regarding the stairs at Eastman Street, an ADA ramp and crosswalks. Further discussion ensued regarding the train roundabout and whether New Jersey Transit could make improvements there. Discussion ensued.

Brookside Sanitary Sewer Lateral

Referencing the sewer issue at 441 Brookside Place, Mayor Hannen spoke about 1) the residents' efforts to fix the basement holes, 2) their assertion that there were not baby wipes being put in the sewer area, and 3) the recurring nature of the backup. He briefly elaborated. Mr. Michael Brodbeck of 12 Pine Street stated that he was speaking on behalf of his relatives at 441 Brookside Place. He elaborated about the unsatisfactory sewer situation at 441 Brookside Place. Mr. Brodbeck noted that his family had spent \$3,500 on rectifying the situation at 441 Brookside and requested that the Township do their part. Discussion ensued. Mayor Hannen suggested that the Township underwrite the full cost of the backflow equipment. Deputy Mayor Dooley seconded the motion. Commissioners Giblin, Maisonneuve and O'Connor voted in favor of the motion.

CLOSED SESSION

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

Resolution No. 2018-94.29

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

- Administration

Real Estate

- Abandoned Property Act

Contractual

- PSE&G Agreement
- Birchwood PILOT
- Sunesys Right-of-Way Agreement

Legal Matters

- Legal update
- Third Round Affordable Housing Obligations
- Monarch Housing/Myrtle Avenue Update

Minute Review

- Closed Session Minutes of July 16th, August 13th, August 14th, September 11th and September 12th

Personnel

- Department of Public Works

Recorded Vote:

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

On motion of Commissioner Giblin, seconded by Commissioner O'Connor and passed, the Township Committee returned to open session at 8:28 p.m.

Project Home Banner Request

A brief discussion ensued regarding the Project Home of Cranford request for a Banner Application. Commissioner O'Connor and Commissioner Giblin spoke about their concerns regarding the proposed banner's bottom half, specifically "Cranford's Wurst Bar Crawl" wording. Committee consensus was reached that the bottom half of the banner should be eliminated.

Review Official Meeting Agenda

Municipal Clerk Patricia Donahue noted that Deputy Clerk Heather Capone would conduct the Official Meeting the following evening due to Ms. Donahue's family commitment the following day.

League of Municipalities Convention Request

Mayor Hannen stated that members of the Zoning Board had expressed an interest in attending the League of Municipalities' November conference in Atlantic City. Discussion ensued. Committee consensus was reached that the Zoning Board would budget funding for their members to attend the League's convention in November 2019.

Minute Approval

Closed Session Minutes of July 16th, August 13th, August 14th, September 10th and September 11th -

The Mayor stated that he had communicated with Ms. Donahue regarding his one change of “dry wall” to “dry well” in the September 10th minutes. Commissioner Giblin stated that he would abstain from voting on the September 10th minutes. Commissioner Maisonneuve stated that he would abstain from voting on the September 11th minutes. The Committee approved the closed session minutes of July 16th, August 13th and August 14th and September 10th and 11th.

Personnel - Administration - 360 Reviews

Mr. Doug Brown of Paradigm Associates introduced himself to the Committee and provided background regarding his career, Paradigm Associates and his volunteer budget work. Mr. Brown noted that he had provided training to the Fire Department and most recently had worked with Mr. Wall regarding leadership. He elaborated about governance and challenges. Deputy Mayor Dooley stated that she thought we would be discussing the 360 software and review process. Further discussion ensued regarding topics which Mr. Brown could address, specifically, the interrelationship between the Township Committee and the Administrator, goal setting, fees (i.e., none for the Township Committee,) expected duration of Committee training and project-based fees for department heads’ training. Further discussion ensued.

PUBLIC COMMENTS

Mr. Tom O’Brien of 30 Springfield Avenue inquired about the status of parking changes on Springfield Avenue. Members of the Committee responded that an Ordinance had been drafted regarding Springfield Avenue parking and the Committee would vote on the Ordinance (for first reading) at the following evening’s Official Meeting.

Mrs. Barbara Krause provided an update on the County of Union’s Air Traffic and Noise Advisory Board and distributed materials from the Board’s chairperson, Mr. Jerome Feder. Mrs. Krause provided notice about two Newark Liberty International Airport public workshops, on September 25th and September 26th, which were being held to gather input related to the Airport’s Noise Exposure Map. Mrs. Krause provided a sample “objection to low flying” letter drafted by a fellow colleague. She requested that the Committee send this letter to the Airport. She also requested that pertinent airport noise information be posted to the Township website.

Chief Financial Officer Lavona Patterson stated that she wanted the Township Committee to meet new members of her team. Ms. Patterson spoke about their careers to date and then introduced Mr. Michael Robinson and Ms. Jaimie Haynes.

Public Comments

Ms. Krause inquired as to whether the Downtown Management Corporation (DMC) 1) had received a \$10,000 grant from the NJ Transport Planning Authority, and 2) if so, what it would be used for. Commissioner Maisonneuve stated that he would follow-up regarding her inquiries.

COMMISSIONER REPORTS

Commissioner Giblin spoke about a recent initiative from the County Prosecutor's Office, specifically that all Union County municipalities be equipped with police body cameras. He also noted that the Police Department needed a new motorcycle as the current motorcycle was at the end of its life span.

Mayor Hannen provided an update regarding a recent Mayor's Council Rahway River Watershed Flood Control conference call with Winning Strategies. Discussion ensued regarding the annual invoice currently due to Winning Strategies. Commissioner Giblin inquired regarding fee charged to other municipalities and number of years which Cranford paid that fee.

Mayor Hannen stated that the Cranford Baseball and Softball League (CBSL) had requested the consideration of Open Space Trust Fund grant application monies for Adams Avenue Field renovations.

CLOSED SESSION

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

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Personnel

- Department of Public Works

Recorded Vote:

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

Nay: None

Abstained: None

Absent: None

On motion of Deputy Mayor Dooley, seconded by Commissioner O'Connor and passed the Township Committee returned to open session at 10:09 p.m.

Deputy Mayor Dooley made a motion to table the Township Administrator Review. Commissioner Giblin seconded the motion. Mayor Hannen, Commissioners O'Connor and Maisonneuve voted in favor of the motion.

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

Respectfully submitted,

Patricia Donahue
Municipal Clerk

Dated: September 24, 2018