

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **March 25, 2019 at 7:01 p.m.** in Room 108.

THIS MEETING IS IN COMPLIANCE WITH THE "OPEN PUBLIC MEETINGS ACT" AS ADEQUATE NOTICE OF THIS SPECIAL WORKSHOP MEETING HAS BEEN PROVIDED BY E-MAILING AND/OR FAXING THE MEETING NOTIFICATION AND AGENDA TO THE WESTFIELD LEADER, THE UNION COUNTY LOCAL SOURCE, THE STAR LEDGER, AND TAP INTO CRANFORD, BY POSTING SUCH WORKSHOP MEETING NOTICE 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 Patrick Giblin
Deputy Mayor Ann Dooley
Commissioner Thomas H. Hannen, Jr.
Commissioner Jean-Albert Maisonneuve
Commissioner Mary O'Connor

Absent: None

Public Comments

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

Mr. Jason Bottcher, the Zoning Officer who started employment with the Township of Cranford on March 25th, introduced himself to the Township Committee.

Closed Session

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

Resolution No. 2019-93.8

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:

Real Estate Matters

- Centennial Avenue Tennis Courts

Personnel

- Fire Department
- Personnel Manual
- Tax Collector

Legal Matters

- Legal update
- Affordable Housing update

Contractual

- PBA Retiree Health Benefits Case
- Township Administrator
- Township Engineer

Public Safety

- Fireworks

Minute Review

- Closed Session Minutes of December 17 and 18, 2018

Recorded Vote:

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

On motion of Commissioner Hannen, seconded by Commissioner Maisonneuve and passed, the Township Committee returned to open session at 7:40 p.m.

2019 Library Budget

Mr. Michael Maziendien and Library Board President Patricia Pavlak gave a brief overview of the Library Budget. They spoke about the stalling of the State's capital project financing.

2019 Municipal Budget

Mayor Giblin stated that the Budget would be considered for introduction at the following evening's Official Meeting. Deputy Mayor Dooley inquired about the parking meter matter. Administrator Cryan responded and briefly elaborated about the cost associated with the upgrade and modems. Further discussion ensued regarding the electronic stick parking meters. Mayor Giblin inquired about the final budget number. CFO Lavona Patterson responded. Discussion ensued. Mayor Giblin and Commissioner O'Connor thanked Ms. Patterson for her work. Mayor Giblin requested that a review of remaining ordinance monies be available for the following evening's meeting.

2019 Capital Budget

Mayor Giblin inquired about the timing of the Capital Budget. Ms. Patterson responded. He requested that Township Engineer advisor Ms. Jacqueline Dirmann present at an upcoming meeting regarding flood and paving matters. Discussion ensued. Commissioner Hannen noted his concerns regarding prioritizing the capital projects. Deputy Mayor Dooley requested that funding be set aside for a desilting permit.

Birchwood PILOT/Board of Education

Administrator Cryan spoke about Construction Code Official Rich Belluscio's view on expected completion at the Birchwood property. Discussion then ensued regarding the amount of PILOT payments, submitting the payments to the School Board on a quarterly basis, when the commencement of the payments would occur, the type of payment formula (i.e., percentage versus per capita) and the amount of monies the Township must pay to the School Board.

Statement of Taxes – CFO Lavona Patterson

CFO Lavona Patterson gave a brief update regarding the statement of 2018 taxes. She noted that the Tax Collector prepares such report once a year.

Fireworks Display in Nomahegan Park – Emergency Management Coordinator Matt Lubin

Conversation ensued regarding the safety and property of the public regarding the Fireworks Display Agenda Topic Consensus was reached that the discussion associated with this agenda topic would be moved to the Township Committee Closed Session.

Electrical Vehicle Charging Stations

Kathleen Murray and Kent Lucas, members of the Environmental Commission and Green Team, respectively, were present for this Agenda item discussion.

Ms. Murray, Mr. Lucas, Commissioner O'Connor and Deputy Mayor Dooley spoke about the proposed installation of electrical vehicle charging stations in Cranford. Discussion included conversation regarding New Jersey's ranking as the seventh highest state in the country in terms of number of electrical vehicle charging stations, New Jersey's clean electric grid, the organic growth of the charging stations around the state, applying for a grant to finance the stations, the costs of the stations, and proposed placements and number of stations. Discussion ensued including whether a resolution should be placed on the April 8th Official Meeting regarding a Township grant application to the New Jersey Department of Environmental Protection as well as obtaining installation cost estimates for budgeting purposes.

MotionLoft – People/Vehicle Sensor Analytics Software – DMC Director Gabe Bailer

Anthony Durante, DMC Chairperson and Joseph Colangelo, member of the DMC were present for this Agenda item discussion.

Mr. Bailer, Mr. Durante and Mr. Colangelo spoke about MotionLoft, a pedestrian/vehicle data product and how the collection and analysis of pedestrian and vehicle data would benefit Cranford. Discussion ensued as to whether such investment in the product would be considered a capital cost, whether other municipalities utilized MotionLoft, what was done with the data, the benefits to current businesses, the benefit to recruiting new business to the Township and the costs of the product.

Aton Computing

Administrator Jamie Cryan briefly spoke about Information Technology services at the Township and noted that the Township could use approved cooperative pricing agreements and/or advertise for the receipt of bids for such services. Committee consensus was reached to advertise for the receipt of bids.

5G – Township Telecommunications - Deputy Mayor Dooley

Deputy Mayor Dooley stated that some residents are upset regarding 5G cell towers and the dangers associated with living near them. She spoke about municipalities which had worked to address the 5G cell tower matter, specifically Princeton, Millburn and Little Silver. Deputy Mayor Dooley requested that Township Attorney look at the ordinances enacted and determine whether such ordinances would be appropriate for Cranford. Discussion ensued.

Earth Day

Deputy Mayor Dooley noted that Earth Day was on April 22nd. She stated that the Green Team was scheduled to meet and would bring Earth Day proposals to the April 8th Workshop Meeting. Administrator Cryan spoke about the usefulness of a Township Green Manual. Commissioner O'Connor stated that the Environmental Commission would meet next week and would also create an Earth Day recommendation.

Lot 7 Garbage Enclosure – DMC Director Gabe Bailer

Christopher Furino of RND Disposal Inc. was present for this Agenda item discussion.

DMC Director Gabe Bailer presented an overview of the current Lot 7 Garbage Enclosure situation. Mayor Giblin inquired what the “ask” was. Mr. Bailer requested that the Township Committee consider that RND Disposal take over the garbage space and allow specific stores and apartments to place garbage cans outside of the space’s area. Committee consensus was reached to move forward with the Lot 7 Garbage Enclosure proposal.

Post Office Request for Proposal – DMC Director Gabe Bailer

DMC Director Gabe Bailer discussed a Landscape Design proposal for the Post Office Plaza. Discussion ensued regarding funding, types of materials to be used, whether any landscape

companies had been contacted and whether the proposal was too vague. Committee consensus was reached to move forward with the landscape improvements proposal.

Qualtrics

Administrator Cryan spoke about his frustration with Qualtrics' non-responsiveness and elaborated. Discussion ensued. Mayor Giblin requested Township Attorney Ryan Cooper to prepare a termination notice and agreement with Qualtrics.

Personnel Manual

Administrator Cryan spoke about efforts to update the Personnel Manual. He stated that the most recent version had been sent to Department Heads for review. A brief discussion ensued.

Reexamination of the Master Plan and Development Regulations

Administrator Cryan provided a brief update on the Master Plan. Commissioner Hannen inquired about recent Plan notifications. A member of the public stated that it seemed as though the Township was seeking to obtain historic credits and briefly elaborated.

ABC Licensing – Bar Americana

Township Clerk Patricia Donahue spoke about Bar Americana's Place to Place expansion of premises permit application. Discussion ensued. Ms. Donahue stated that she would communicate with her contact at New Jersey's Division of Alcoholic Beverage Control regarding follow-up questions as well as contact the Building and Health departments regarding whether there were any open or follow-up issues with Bar Americana.

Minute Approval – Closed Session Minutes of December 17 and 18, 2018

Mayor Giblin requested that the December 17th and December 18, 2018 minutes be considered at the following evening's Conference Meeting. Both Commissioner Maisonneuve and Deputy Mayor Dooley stated that they would forward suggested Open and Closed Minutes' edits to Township Clerk Patricia Donahue.

Late Starter – Review of Official Meeting Agenda.

Commissioner Hannen requested information regarding the difference between the resolution to Banish Associates for affordable housing planning services (Resolution No. 2019-152) and the solicitation of proposals for affordable housing planning services (Resolution No. 2019-153.) Commissioner Hannen requested that the 3 (three) resolutions pertaining to the Fire Department be moved to Roll Call vote. Commissioner Hannen requested that the Qualtrics payment be removed from the Bill List. He then inquired about Resolution No. 2019-154 regarding authorizing the purchase of goods and/or services through vendors that in the aggregate may exceed \$40,000 in 2019. Commissioner Hannen stated his displeasure with this resolution.

Township Administrator Report

Administrator Cryan stated that a group of Cranford Seniors were conducting a Clothing Drive for people with intellectual handicaps and briefly elaborated. Mr. Cryan commended CFO Patterson and noted that for the second time in 10 (ten) years, the Township qualified for a self-examination (annual budget examination) of the Township budget.

Commissioner Reports

Commissioner Hannen stated that the Flood Control Advisory Committee was interested in the Orchard Brook matter and briefly elaborated.

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. 2019-93.8

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Recorded Vote:

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

Nay: None
Abstained: None
Absent: None

On motion of Commissioner Hannen, seconded by Commissioner Deputy Mayor Dooley and passed, the Township Committee returned to open session at 11:09 p.m.

On motion of Commissioner O'Connor, seconded by O'Connor and passed, the Township Committee adjourned at 11:09 p.m.

Respectfully submitted,

Dated: March 25, 2019

Patricia Donahue
Municipal Clerk