

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **August 13, 2019** at 7:00 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 E-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 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 comment 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.

Employee Travel and Expense Reimbursement Policy

Moved to the September 9, 2019 Workshop Meeting.

Green Team Grant Proposal for Greening Union County 2019 Grant Application

Deputy Mayor Dooley questioned the grant.

Mayor Giblin explained that it is an annual grant that Park and Recreation Director Robertazzi applies for.

Room 108 Upgrades – TV35 Director Edward Davenport

TV35 Director Davenport explained that all quotes were received but he is currently waiting on the electric company. Discussed the proposed upgrades for Room 108 at a cost of \$15,000. Mentioned that capital funding was set aside in 2018 to cover the project except for the electrical portion which the town would have to cover.

Commissioner Maisonneuve asked for clarification of the APM agreement and its cost.

TV35 Davenport explained that the agreement gives TV35 permission to play copyrighted music.

Discussion held regarding licensed music.

Mayor Giblin explained that the payment of bills will be approved after the resolutions are adopted because the payment is included in the bills list.

Utility Box Art Project

Mayor Giblin asked for clarification regarding the project.

Commissioner Maisonneuve explained that the electrical box in front of Emma’s Brick Oven Pizza would be art wrapped.

Township Administrator Cryan stated that DMC Director Bailer spoke to all the business owners in the area regarding this project and they were all in agreement.

Commissioner Maisonneuve stated that the cost of the project will be covered by the DMC’s budget.

Request for Department of Public Works Assistant Mechanic Hire

Township Administrator Cryan stated that an employee will be retiring so coverage will be needed. Also mentioned that the head mechanic is also considering retiring in the near future.

Discussion held regarding posting the position.

Mayor Giblin recommended sharing the Police Department’s mechanic with the Department of Public Works.

Discussion held regarding sharing a mechanic and the different qualifications that are needed for both departments.

Ordinance 2019-10 Plastics Ordinance

Discussion held regarding which authority figures would enforce the Plastics Ordinance.

Deputy Mayor Dooley stated that a resolution would have to be adopted appointing the enforcement officers. Discussed the enforcement process and how the business owners would be contacted. Suggested adopting the ordinance tonight and revisit the recycling ordinance in the future.

Commissioner O'Connor supports the ordinance but discussed issues she has with the logistics. Discussed her recommendations and stated that she feels the small businesses will be negatively affected.

Commissioner Maisonneuve mentioned that he spoke to business owners in another town and how they were affected.

Discussion held regarding concerns of various business owners in the downtown.

Commissioner Hannen questioned if there was a rush to adopt the ordinance. Feels that since the recycling ordinance need to be amended both ordinances should be done together.

Discussion held regarding when the ordinance should be adopted.

Township Committee consensus to hold the public hearing tonight.

Financial Advisory Services in connection with Affordable Housing

Township Administrator Cryan stated that the Township will be selecting Nassau Capital Advisors for this service. The resolution is on tonight's Official Meeting agenda. Explained that this vendor was chosen because they have specific expertise in this area.

Discussion held regarding qualifications of the applicants. Township Committee consensus to go with the vendor that has the best expertise in this area instead of the cheapest service.

Review Official Meeting**Ordinance No. 2019-10:**

Discussion held regarding the amendment process.

Resolution No. 2019-262:

Discussion held regarding the application to the County of Union in connection with the Kids Recreation Trust Fund Grant 2019. It was mentioned that this grant is an annual grant.

Resolution No. 2019-282:

Township Administrator Cryan explained that this resolution allows the Township to purchase products through Amazon if the price is cheaper.

Resolution No. 2019-289:

Moved to Roll Call Vote.

Resolution No. 2019-290:

Deputy Mayor Dooley questioned if this applies to all senior citizens.

Township Administrator Cryan clarified that all senior citizens will benefit from this resolution.

Resolution No. 2019-296:

Removed from the agenda.

Pavement Management/Assessment Program

Township Administrator Cryan informed the Township Committee that this item was removed from the agenda.

Engineer Job Search update

Township Administrator Cryan discussed the best candidate for the position.

Commissioner Hannen feels the Township should keep the current firm for capital projects if there is a cost advantage and have the Township Engineer deal with day-to-day operations.

Discussion held regarding the salary.

Mayor Giblin is considering inviting all the candidates to a Workshop Meeting for interviews.

Commissioner Maisonneuve suggested a list of qualifications be created that the Township is in need of.

Commissioner O'Connor feels the Township needs to figure out which model would work best for Cranford.

Further discussion September 9, 2019.

Late starter-Legal update

Mayor Giblin asked Township Attorney Cooper if he had a legal update.

Township Administrator Cooper stated that the Birchwood appeal is currently pending. Will provide an update at the Official Meeting for the public.

PUBLIC COMMENTS

Mayor Giblin opened the public comment 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.

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

Resolution No. 2019-93.21:

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 Department
- June Review and Recommendations
- Planning Board
- Building Department

Legal Matters

- Legal Update
- Affordable Housing Update

Contractual

- Township Administrator

Minutes Review

- Closed Session Minutes of July 8, 2019

Recorded vote:

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

Nay: None

Abstained: None

Absent: None

On motion of Commissioner O'Connor seconded by Deputy Mayor Dooley and passed, the Township Committee returned to open session at 7:56 PM

The Township Committee moved to Council Chambers to conduct the Official Meeting.

On motion of Commissioner O'Connor seconded by Commissioner Hannen and passed, the Township Committee returned to the Workshop meeting at 10:08 PM

On motion of Commissioner O'Connor seconded by Commissioner Hannen and passed, the Township Committee returned to Closed session at 10:08 PM

On motion of Deputy Mayor Dooley seconded by Commissioner O'Connor and passed, the Township Committee returned to open session and adjourned at 11:17 PM

Respectfully submitted,

Heather Capone, RMC
Deputy Township Clerk

Dated: August 13, 2019