

The Minutes of the **Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **October 28, 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 Dooley
Commissioner Thomas H. Hannen, Jr.
Commissioner Mary O'Connor

Absent: Commissioner Jean-Albert Maisonneuve

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.

Closed Session

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

Resolution No. 2019-93.27

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

- Department of Public Works

Legal Matters

- Legal Update
- Affordable Housing

Minute Review

- Closed Session Minutes of September 23rd and October 15, 2019

Recorded Vote:

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

On motion of Commissioner O'Connor, seconded by Deputy Mayor Dooley and passed, the Township Committee returned to open session at 8:08 p.m.

Municipal Alliance Update – Mr. Brad Young

Mr. Brad Young provided a Municipal Alliance update. His presentation began with thanking Commissioner O'Connor and the Township Committee for their years of support for the Municipal Alliance. Mr. Young stated that under the outgoing Municipal Alliance Chairperson Mr. Bill Ilaria's tenure, the Cranford Municipal Alliance has become one of the most active and effective Alliances in Union County. Mr. Young spoke about the Municipal Alliance's successful "21 means 21" campaign, their work with the Town-Wide barbecue and their outreach work with Cranford athletes, prom and graduation events and back-to-school nights. Mr. Young spoke about challenges faced by young adults. He spoke about a survey given to the August National Night Out attendees and the insights gained from the survey, i.e., vaping was a problem in the community. Mr. Young noted that this year was the final year of their current grant cycle and elaborated about preparation for the next grant cycle. He spoke about expected Municipal Alliance's focus and initiatives for the future including a focus on vaping/marijuana use and underage drinking. Deputy Mayor Dooley inquired about the survey administration. Commissioner Hannen asked Mr. Young if the Municipal Alliance had a position on marijuana. Mr. Young responded that they had not formulated one.

6 Franklin Avenue

Mr. David Coughlin, the lien holder associated with the property at 6 Franklin Avenue, Block 219, Lot 3 and Mr. Rich Belluscio, Township Construction Code Official were present.

Mr. Belluscio, Township Administrator Jamie Cryan and Township Attorney Ryan Cooper spoke about Mr. Coughlin's purchase of the tax lien associated with 6 Franklin Avenue and his interest in commencing a tax sale foreclosure earlier than the customary two years. Mr. Cooper explained that this was possible for liens associated with abandoned properties. The Township team explained that Mr. Coughlin and his attorney had asked Mr. Rich Belluscio to sign an Abandoned Property certification pertaining to 6 Franklin Avenue.

Discussion ensued as to how much more quickly the signing of the certification would allow for the commencement of the tax sale foreclosure (immediately,) when the tax sale occurred (September 2018,) how long the property had been vacant, efforts made by Mr. Coughlin to reach out to the deceased owner's daughter and the nature of his offer to her, and what Mr. Coughlin's intentions for the property were. Further discussion ensued regarding the length of the property's abandonment/vacancy, the poor condition of the property and the impact of such property on the neighbors and the neighborhood.

Committee consensus was reached to move forward with Mr. Belluscio's processing of the Certification of Abandoned Property, effective immediately. A brief discussion ensued as to whether a resolution to memorialize this action was necessary and Township Attorney Ryan Cooper counseled that it was not.

Engineering Update

Ms. Jacqueline Dirmann and Mr. Carl O'Brien of Maser Consulting presented the Engineering Update.

Ms. Dirmann and Mr. O'Brien discussed the status of the twenty-eight (28) roads currently "on plan" for paving., noting that 9 (nine) roads had been paved, 9 (nine) were under construction or would be by year end, and further elaborated.

Mr. O'Brien spoke about the Phase 2B project and noted that he would reach out to Mott MacDonald for needed feedback.

Ms. Dirmann spoke about proposed drainage construction in Cranford which would assist a Kenilworth inlet overflow situation. Committee consensus was reached to prepare a late-starter resolution pertaining to this matter for the following evening's Official Meeting.

Township Attorney Ryan Cooper spoke about proposed Resolution No. 2019-374, specifically the request for a Temporary Construction Access Easement on 520 Claremont Place. Discussion ensued.

Commissioner O'Connor requested that Ms. Dirmann and Mr. O'Brien provide a "walk-through" of the current status of Orchard Brook. Mr. O'Brien spoke about two main ways to move forward with the project. Discussion ensued including conversation about New Jersey Department of Environmental Protection (NJ DEP,) the Army Corps of Engineers and the expected costs of the project. Ms. Dirmann requested specific meeting minutes from a Township meeting with NJ DEP. Deputy Mayor Dooley spoke about the successful flood-management work conducted in Hoboken by a Dutch firm and elaborated about a feasibility study for Cranford.

Commissioner O'Connor inquired about road repair work at Hemlock Circle and Ludlow Avenue.

Removal of Unsafe Structures – Construction Code Official Rich Belluscio:

Construction Code Official Rich Belluscio requested that the Township Committee consider amending the Township Code via ordinance to allow for the removal of unsafe structures. He elaborated about the need for such ordinance. Mr. Bussiculo sought authorization from the governing body to work with Township Attorney Ryan Cooper on this matter. Commissioner Hannen made a motion to approve Mr. Belluscio's request. Such motion was seconded by Commissioner O'Connor and passed by Mayor Giblin and Deputy Mayor Dooley.

Memorial Field Complex – Fieldhouse

Township Code Official Rich Belluscio provided feedback on the Fieldhouse donation proposal (from Mr. Michael Dow.) Discussion ensued regarding whether the proposed Fieldhouse donation would be appropriate at the Tennis Academy location.

PSE&G Powerline Proposed Upgrade Update

Mayor Giblin stated the PSE&G had cancelled their meeting last week. He noted that a PSE&G announcement was anticipated shortly.

2020 RFP/RFQ Professional Services Process Update and Scope

Township Clerk Patricia Donahue provided an update on the proposed legal ad which would be placed to advertise for Township 2020 RFP/RFQ Professional Services as well as the proposed schedule, i.e., legal ad to be placed on October 31st, access to the bid documents on November 4th and RFP/RFQ responses due to the Township on November 22nd. Discussion ensued.

Proposed Social Media Resolution

Township Administrator Jamie Cryan spoke about proposed Resolution No. 2019-373 which would amend the Personnel Manual with a Social Media policy. Commissioner Hannen articulated some concerns he had with the proposed policy. Discussion ensued. Commissioner Hannen stated that he would think about the proposed resolution.

New Jersey Division of Local Government Services - Best Practices Inventory

Township Administrator stated that the Township had passed the State of New Jersey's Best Practices Inventory. He commended CFO Lavona Patterson for her work on this Inventory. Mayor Giblin requested that the Township Committee receive the Inventory's list of Township deficiencies.

Department of Public Works Superintendent Job Search Update

Township Administrator Jamie Cryan stated that the Department of Public Works Superintendent job search was ongoing. Discussion ensued regarding needed certifications for the Township.

Deputy Mayor Dooley requested that training begin as soon as possible for Ms. Joanne Westcott's position (due to her anticipated retirement.)

Conservation Center Employment

Commissioner Hannen suggested that a \$15 (fifteen dollar) hourly rate for employment at the Conservation and briefly elaborated. Discussion ensued. Administrator Cryan stated that he would follow up on this matter.

Review Official Meeting Agenda

Commissioner Hannen inquired about Resolution No. 2019-361 and noted that the resolution pertained to the cancellation of emergency generator funding. Commissioner Hannen stated that he had spoken to certain Township staff and they had indicated they would like to purchase generators if the Township had available funding. Administrator Jamie Cryan stated that he would speak to CFO Lavona Patterson regarding this resolution.

Township Clerk Patricia Donahue stated that a representative from the New Jersey Division of Local Government Services (NJ DLGS) had requested that Resolution No. 2019-352 be edited

with specific language. Therefore, she stated, proposed Resolution No. 2019-377 contained the NJ DLGS suggested edits and would supersede 2019-352 (pertaining to a dedicated trust by rider for accumulated absences liability trust fund.)

Minute Approval – Closed Session Minutes of September 23rd and October 15, 2019

Deputy Mayor Dooley requested that the Minutes approval consideration occur the following evening.

Township Administrator Report

Township Administrator Jamie Cryan spoke about his recent attendance at an ethics course. He also spoke about a meeting he attended with representatives from American Water. Commissioner Hannen expressed his opposition to the Administrator's proposal to investigate the sale of the sanitary sewer asset to NJ American Water"

Commissioner Reports

Mayor Giblin spoke about his attendance at the recent ribbon-cutting ceremony for Lerner David's new Cranford office.

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.

Closed Session -

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

Resolution No. 2019-93.27

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

- Department of Public Works

Legal Matters

- Legal Update
- Affordable Housing

Minute Review

- Closed Session Minutes of September 23rd and October 15, 2019

Recorded Vote:

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

Abstained: None
Absent: Commissioner Maisonneuve

On motion of Commissioner Hannen, seconded by Commissioner O'Connor and passed, the Township Committee returned to open session at 10:29 p.m.

On motion of Commissioner Hannen, seconded by Commissioner O'Connor and passed, the Township Committee adjourned at 10:29 p.m.

Respectfully submitted,

Patricia Donahue
Township Clerk

Dated: October 28, 2019