

## **EAST WINDSOR TOWNSHIP COUNCIL**

November 12, 2013

The meeting of the East Windsor Township Council was called to order by Mayor Janice S. Mironov at 7:37 p.m. on November 12, 2013.

Deputy Municipal Clerk, Susan Jackson certified that the meeting was noticed in the Annual Meeting Notice. Notice was sent to the Trenton Times, filed with the Municipal Clerk and posted in the East Windsor Township Municipal Building, on January 14, 2013. All requirements of the "Open Public Meetings Act" were satisfied.

Council Member Rosenberg led the flag salute.

Present were: Mayor Janice S. Mironov and Council Members Hector Duke, Alan Rosenberg, Perry Shapiro and Peter Yeager. Also present were Township Manager James P. Brady, Assistant Manager Eric Schubiger, Township Attorney David E. Orron and Deputy Municipal Clerks Susan Jackson and Erin Martin. Council Members Marc Lippman and John Zoller were absent.

### **INTERVIEWS FOR BOARDS AND COMMISSIONS:**

### **PRESENTATIONS & PROCLAMATIONS:**

#### **1. Eagle Scout Project Presentation by Daniel Perry, Boy Scout Troop 6284**

Daniel Perry of Boy Scout Troop 6284 presented his Eagle Scout Project of curbside house numbering in Cranbury Manor. He plans to number 50 houses consisting of 3-5 streets within the development or solely Rocky Brook Road, which is a very long street within the development. He personally feels that Rocky Brook Road would be the most advantageous due to its length, so that it would make house identification more accessible and would be the most beneficial. He plans to raise the funds for the project via a carwash.

The project would start by sending out flyers to the necessary property owners. Once he has received a number of responses he will then follow up with the homeowners that did not respond by going door to door with a buddy according to the Scout Buddy System. After obtaining the necessary permissions from the property owners, he will check with his troop to arrange a convenient time for a training session at his home to ensure consistent quality of each numbering. The troop will be split into 2 groups, each having an older scout leading the younger scouts and Daniel supervising. He will then arrange to 2 dates, most likely on a weekend, which works for the troop members to do the work.

The timing of the project is late winter/early spring for the flyers, mid to late spring for the car wash, and the late spring/early summer for the house numbering.

Mayor Mironov asked how much Daniel needs to raise, and if he has a budget prepared.

Daniel stated that he intends to raise \$280 with the car wash and went over the materials and supplies for the project and to provide water and snacks for his troop members during the project.

Daniel has already prepared a flyer for distribution and will fax it to the Mayor.

Council Member Yeager asked how Daniel decided on this particular project. Daniel stated that Mayor Mironov sent over a list of projects for his review and he thought that this would benefit the neighborhood in which he resides. Mayor also stated that this would be a benefit to emergency services.

Council Member Rosenberg asked if there would be adult supervision throughout the project. Daniel stated that the troop leaders will be present at all times. Mr. Rosenberg also asked that Daniel check with either the Mayor or the Public Works Director to make sure that the spray paint is an acceptable paint to be used.

Mayor Mironov asked Daniel how he will be training and sharing safety points with the others who will be involved in the project. Daniel went over the process that he would be implementing.

Council Member Shapiro stated that he was very impressed with how well Daniel has thought out this project.

It was MOVED by ROSENBERG and seconded by DUKE to endorse Eagle Scout Project Presentation of Numbering Homes in Cranbury Manor Neighborhood on Rocky Brook Road by Daniel Perry, Boy Scout Troop 6284.

Mayor Mironov stated that a letter will be sent to Daniel indicating that the Council has endorsed the project and it will include specifics such as the numbering of Rocky Brook Road.

ROLL CALL: Ayes – Duke, Rosenberg, Shapiro, Yeager, Mironov  
Nays – None

There being five (5) ayes, no (0) nays, Eagle Scout Project for Daniel Perry of Boy Scout Troop #6284 was approved.

**PUBLIC FORUM:**

Sean O'Connor, 152 Hickory Corner Rd, Apt 313, East Windsor – He spoke about Property Taxes.

**MINUTES:**

Mayor Mironov rescheduled June 11, 2013, July 2, 2013, September 3, September 17, October 8 and October 22 minutes.

**RESOLUTIONS:**

**Resolution R2013-174** Approval of Amendment to Agreement with Mercer County for Grant Funding for East Windsor Municipal Alliance for the Prevention of Substance Abuse for 2014

The Deputy Municipal Clerk read by title Resolution R2013-174.

Mayor Mironov stated that there is an updated resolution in the Council folders. Earlier this year, the Township had entered into an agreement with the County of Mercer for a grant for East Windsor Municipal Alliance for the Prevention of Substance Abuse. They have changed the setup of the program at the state level and they want East Windsor to transition to a fiscal year. This resolution will extend the agreement through June 30, 2014 and allocate 50% more to the grant based on the amount received for 2013. Council Member Yeager is the coordinator and volunteers his time to this program and the program allows the Township to support various programs in the community, including the school district, child care, for afterschool events and support programs for students, young people and adults. It serves a very valuable function for the community.

It was MOVED by DUKE and seconded by ROSENBERG that Resolution R2013-174 be approved.

ROLL CALL: Ayes – Duke, Rosenberg, Shapiro, Yeager, Mironov  
Nays – None

There being five (5) ayes, no (0) nays, Resolution R2013-174 was approved.

**Resolution R2013-175** Approval of Lease Agreement with Mercer County for the Nutrition Program at the East Windsor Senior Center

Mayor Mironov stated that the “Memo of Understanding” (MOU) needs to be attached to the agreement. Any action that is approved needs to be subject to the MOU being attached to the agreement. The MOU sets the guidelines for the use of the facilities.

It was MOVED by YEAGER and seconded by DUKE that Resolution R2013-175 be approved subject to attachment of the Memo of Understanding.

ROLL CALL: Ayes – Duke, Rosenberg, Shapiro, Yeager, Mironov  
Nays – None

There being five (5) ayes, no (0) nays, Resolution R2013-175 was approved subject to attachment of the Memo of Understanding.

**Resolution R2013-176**      Approval of Purchase of HP Computers and Related Software with Hewlett Packard for the East Windsor Municipal Building

Mayor Mironov asked that the word “desire” be changed to “need” in the first sentence of the Resolution. This is for replacement of the desktop computers within the Township as the current computers are old and there is a need to upgrade the computers for more efficiency.

It was MOVED by DUKE and seconded by SHAPIRO that Resolution R2013-176 be approved.

ROLL CALL: Ayes – Duke, Rosenberg, Shapiro, Yeager, Mironov  
Nays – None

There being five (5) ayes, no (0) nays, Resolution R2013-176 was approved.

Mayor Mironov stated that even though this is a state contract purchase it is standard practice to get two other quotes.

**Resolution R2013-177**      Approval of Purchase of Installation and Configuration of Computers with All Covered for the East Windsor Municipal Building

Mayor Mironov stated that this is for the setup of the network and the computers. Mayor Mironov asked Mr. Orron if the resolution meets all the requirements. He stated that the third “WHEREAS” needs some work. He said that it isn’t an accurate statement. Mayor Mironov asked Mr. Orron to work up appropriate language which would spell out the basis for the purchase under the local contracts law.

Mayor Mironov asked that the quote needs be attached to the Resolution. The Resolution will be conditional based on the rewording of paragraph three and the quote being attached to the Resolution.

It was MOVED by ROSENBERG and seconded by SHAPIRO that Resolution R2013-177 be approved, subject to the rewording of paragraph three and the quote being attached to the Resolution.

ROLL CALL: Ayes – Duke, Rosenberg, Shapiro, Yeager, Mironov  
Nays – None

There being five (5) ayes, no (0) nays, Resolution R2013-176 was approved subject to the rewording of paragraph three and the quote being attached to the Resolution.

**Resolution R2013-178**      Approval of Purchase of Server Switches with Office Business Systems for the East Windsor Municipal Building

Mayor Mironov stated that the first paragraph of the Resolution should read “*there is a need to purchase two (2) Computer Server Switches and Smartnet upgrade*”.

Council Member Rosenberg asked if the second part of the quote is included in the Resolution. Mayor Mironov asked that it be crossed out to reflect that it isn't part of the Resolution.

MOVED by SHAPIRO and seconded by YEAGER that Resolution R2013-178 be approved.

ROLL CALL: Ayes – Duke, Rosenberg, Shapiro, Yeager, Mironov  
Nays – None

There being five (5) ayes, no (0) nays, Resolution R2013-178 was approved.

**Resolution R2013-179**      Chapter 159 – Amending the 2013 Municipal Budget Providing an Item of Revenue and Appropriation for the 2012 Drunk Driving Enforcement Fund (DDEF)

Mayor Mironov stated that these funds are made available to municipalities and the funds will be awarded to some municipality solely for this purpose and no other purpose.

It was MOVED by DUKE and seconded by YEAGER that Resolution R2013-179 be approved.

Mayor Mironov stated that this will appropriate the amount as revenue as well as an expenditure in the budget.

ROLL CALL: Ayes – Duke, Rosenberg, Shapiro, Yeager, Mironov  
Nays – None

There being five (5) ayes, no (0) nays, Resolution R2013-179 was approved.

**Resolution R2013-180**      Refund of Tax Overpayments

Mayor Mironov stated that there is a certified list from the Tax Collector.

It was MOVED by YEAGER and seconded by ROSENBERG that Resolution R2013-177 be approved.

ROLL CALL: Ayes – Duke, Rosenberg, Shapiro, Yeager, Mironov  
Nays – None

There being five (5) ayes, no (0) nays, Resolution R2013-180 was approved.

**Resolution R2013-181**      Action on Request for Reduction of Performance  
Guarantee for Brooktree Swim Club, LLC

Mayor Mironov asked that if there are no objections she would like to hold this Resolution until the next meeting. She would like input from Public Works and any other department involved in this project. All Council Members agree.

**Resolution R2013-182**      Close Session [Personnel: Manager (evaluation)]; (Property  
Acquisition)

It was MOVED by ROSENBERG and seconded by DUKE that Resolution R2013-182 be approved.

ROLL CALL: Ayes – Duke, Rosenberg, Shapiro, Yeager, Mironov  
Nays – None

There being five (5) ayes, no (0) nays, Resolution R2013-182 was approved.

**APPLICATIONS:**

**REPORTS BY COUNCIL AND STAFF:**

Council Member Rosenberg – He received a phone call from the Chairperson of Commission of Aging asking that a reminder be given to the Council Members that the Thanksgiving Luncheon at the Senior Center is on Thursday, November 14 and the Council is invited to attend and would be appreciated.

Mayor Mironov – Clean Communities met on October 24<sup>th</sup>. They reviewed the Adopt-a-Spot participation and also looking to identify the End-of-Year Wrap-up meeting. They discussed how the Recycling Day was a success. There was an educational Environmental Program at the Black School that was sponsored by Clean Communities which had extremely good feedback from the school. The Suggestion Box contest for the Middle School students has ended and now the Clean Communities Committee will be evaluating the suggestions received. They are identifying Sustainable Jersey actions that will help support the work the Green Team is doing. The Economic Development Committee met on November 7<sup>th</sup>. They are working on a business event for the late winter.

**CORRESPONDENCE: NONE**

**APPOINTMENTS: NONE**

**APPROVAL OF BILLS:**

Mayor Mironov noted there was the 2013 bill list, one page Capital bill list dated November 7, 2013 as well as, two pages 2012 Current Bill List and other miscellaneous trust funds and escrow bill list.

Council Member Shapiro questioned the bills on “Other Trust” page 1 in regards to elevators inspection. Mr. Brady clarified that this would be for inspection performed on the elevators throughout the town. He will verify that the work performed is for the municipal elevators. Mr. Shapiro doesn’t want them pulled just clarified. Mayor Mironov would like clarification as to why it is titled the way it is, both the account and the item description.

Mayor Mironov asked that the following bills be pulled: on the Current 2013 bill list on page 2 and page 3, she would like the Tax Attorney bills and the T & M bills be pulled for further clarification. On the Capital Bill List on page 1, there are bills for T & M listed that she would like to compare the bills with the agreement that was approved by Council, what period of time that the bills run from; the bill for Dutch Neck Road is to be pulled until Mayor receives clarification as to what it is for; the bill further down on the page needs further clarification; on page 2 the second item for a total of \$13,835 she would like further clarification. Under the Disbrow Field Playing Fields, she would this held until a memo insuring that there is still retainage for future work is being held and if not then she would like it pulled. The last item on Capital, not to be pulled but would like to know that it has been received and in working condition and is acceptable with the Public Works Director before it gets paid.

Council Member Yeager Current Bill list, page 14, other building services, elevator inspection there is another bill for EIC inspection, it doesn’t have an invoice number. He would like to make sure that it is in the right place and make sure that it isn’t a duplicate payment. He doesn’t want it pulled but would like to have clarification that it is in the right place for payment.

It was MOVED by DUKE and seconded by ROSENBERG that the bills be approved with the exception of the bills that have been pulled or questioned.

ROLL CALL: Ayes – Duke, Rosenberg, Shapiro, Yeager, Mironov  
Nays – None

There being five (5) ayes, no (0) nays, the bills were approved with the exception of bills pulled.

**MATTERS BY COUNCIL:**

Mayor Mironov stated that there is a note from the Manager regarding the prior bill list. There is also a letter from the Mercer County Surrogate's Office dated October 17<sup>th</sup> proposing the schedule for 2014 for the satellite office at the Senior Center Building. There is also a note from the Finance Director regarding the bond anticipation notes. There is also a letter dated November 1<sup>st</sup> from the New Jersey Turnpike Authority with respect to the two days closure for Old York Road. This has been included in the E-News that went out this morning. The dates are Tuesday, November 19<sup>th</sup> and Tuesday, November 26<sup>th</sup> from 9:00 am to 6:00 am the following morning. A reminder that the rabies clinic is scheduled for November 16 and November 23.

**MATTERS BY PUBLIC:**

Sean O'Connor, 152 Hickory Corner Rd, Apt 313, East Windsor – he spoke regarding the history of the Municipal property tax rate and the debt.

**DISCUSSION ITEMS AND COUNCIL ACTION WHERE APPROPRIATE:**

1. Eagle Project Presentation by Daniel Perry, Boy Scout Troop 6284
2. Capital Program – Mayor Mironov asked that everyone go to the spreadsheet to the items identified as “immediate needs”. These items need to be addressed before the end of the year. The items have been identified by departments. The Council discussed all the items and the agreement is to move forward to the next meeting.

Next Meeting: Tuesday, October 8, 2013 at 7:30pm

There being no further business Mayor Mironov adjourned the meeting at 9:03 p.m.

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Susan D. Jackson  
Deputy Municipal Clerk

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Janice S. Mironov  
Mayor