

## **EAST WINDSOR TOWNSHIP COUNCIL**

Tuesday, December 21, 2021

5:00 p.m.

via ZOOM

### **MINUTES**

#### **CALL TO ORDER:**

The meeting of the East Windsor Township Council was called to order by Mayor Janice S. Mironov at 5:00 p.m. on Tuesday, December 21, 2021.

#### **VERIFICATION:**

Municipal Clerk Allison Quigley certified that the meeting was noticed on January 11, 2021 in the annual meeting notice. On December 17, 2021, notices were sent to the Trenton Times, filed in the office of the Municipal Clerk and posted in the East Windsor Municipal Building. All requirements of the open public meeting act have been satisfied.

**FLAG SALUTE:** Led by Council Member Russell.

#### **ROLL CALL:**

Present were Council Members Denise Daniels, Marc Lippman, Alan Rosenberg, David Russell, Peter Yeager, John Zoller and Mayor Janice Mironov. Also present were Township Attorney David Orron, Township Manager James Brady and Municipal Clerk Allison Quigley.

#### **PRESENTATIONS & PROCLAMATIONS:**

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

#### **PUBLIC FORUM:**

#### **MINUTES:**

December 8, 2020

March 9, 2021

March 23, 2021

April 6, 2021

April 20, 2021

May 4, 2021

May 18, 2021

June 8, 2021

June 22, 2021

July 20, 2021

August 3, 2021

August 17, 2021

September 21, 2021

October 5, 2021

October 19, 2021

November 2, 2021

November 23, 2021

December 7, 2021

Mayor Mironov held the minutes of March 9, 2021, March 23, 2021, April 6, 2021, October 5, 2021 and October 19, 2021 pending revisions. All remaining minutes were rescheduled to the next regularly scheduled meeting.

**ORDINANCE – PUBLIC HEARING:**

**Ordinance No. 2021-10**

An Ordinance to Authorize the Acquisition of Right-of-Way for Road Widening Purposes on Property Located at 330 Wyckoff Mills Road and Designated on the East Windsor Township Map as Block 15, Lot 1

**ORDINANCE NO. 2021-10  
TOWNSHIP OF EAST WINDSOR  
COUNTY OF MERCER**

**AN ORDINANCE TO AUTHORIZE THE ACQUISITION OF RIGHT-OF-WAY FOR ROAD WIDENING PURPOSES ON PROPERTY LOCATED AT 330 WYCKOFF MILLS ROAD AND DESIGNATED ON THE EAST WINDSOR TOWNSHIP MAP AS BLOCK 15, LOT 1**

**WHEREAS**, 330 WMR, LLC, the owners of property located at 330 Wyckoff Mills Road, East Windsor, New Jersey, designated as Block 15, Lot 1 on the Tax map of the Township of East Windsor, received Preliminary and Final Major Site Plan Approval with Bulk Variances from the Planning Board on November 25, 2019, bearing application No. PB18-002, for the construction of a 160,462 square foot facility with related parking and loading areas; and

**WHEREAS**, on March 23, 2021, by Resolution R2021-048, the Township Council approved a Developer's Agreement with 330 WMR, LLC for the above referenced project; and

**WHEREAS**, 330 WMR, LLC has agreed to donate the attached right-of-way to the Township at no cost to the Township for road widening purposes.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Council of the Township of East Windsor, County of Mercer and State of New Jersey, as follows:

**SECTION 1.** The Township of East Windsor hereby accepts the attached Right-of-Way Deed dated April 30, 2021 from 330 WMR, LLC, 154 First Avenue, Manasquan, New Jersey 08736, for an approximately 10 foot right-of-way from the property located at 330 Wyckoff Mills Road, and designated on the East Windsor Township Tax Map as Block 15, Lot 1, all as fully described in the attached Deed.

**SECTION 2.** All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 3.** If any section, subsection, clause or phrase of this Ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the remaining portions of this Ordinance.

**SECTION 4.** This Ordinance shall take effect 20 days after final passage and publication according to law.

Mayor Mironov stated Ordinance No. 2021-10 was introduced at the November 23<sup>rd</sup>, 2021 Council meeting and the public hearing was carried to the December 21<sup>st</sup>, 2021 meeting and declared the public hearing open. No public commented and Mayor Mironov declared the public hearing closed.

It was MOVED by Lippman, SECONDED by Rosenberg to adopt Ordinance 2021-10 and authorize publication as required by law.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes, and no (0) nays, Ordinance 2021-10 was adopted and publication authorized as required by law.

**Ordinance No. 2021-11**

An Ordinance Rescinding Ordinance 2015-08, Entitled “An Ordinance Amending Chapter XX “Zoning” Section 20-18, “R-O Research Office” Of The Revised General Ordinances Of The Township Of East Windsor Regarding Regulations For Height, Building Coverage, Floor Area Ratio And Proportion Of Space Devoted To Warehouse And Storage In Buildings In The R-O Research Office Zone”

**ORDINANCE NO. 2021-11  
TOWNSHIP OF EAST WINDSOR  
COUNTY OF MERCER**

**AN ORDINANCE RESCINDING ORDINANCE 2015-08, ENTITLED “AN ORDINANCE AMENDING CHAPTER XX “ZONING” SECTION 20-18, “R-O RESEARCH OFFICE” OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF EAST WINDSOR REGARDING REGULATIONS FOR HEIGHT, BUILDING COVERAGE, FLOOR AREA RATIO AND PROPORTION OF SPACE DEVOTED TO WAREHOUSE AND STORAGE IN BUILDINGS IN THE R-O RESEARCH OFFICE ZONE”**

**BE IT ORDAINED** by the Township Council of the Township of East Windsor, County of Mercer and State of New Jersey as follows:

**I**

Ordinance 2015-08, adopted on July 21, 2015, which amended Chapter XX, "Zoning," Section 20-18, "R-O Research Office", is hereby repealed in its entirety.

**II  
REPEAL**

All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

**III  
SEVERABILITY**

If any section, subsection, clause or phrase of this ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the remaining portions of this ordinance.

**IV  
EFFECTIVE DATE**

This Ordinance shall take effect 20 days after final passage and publication according to law.

Mayor Mironov stated Ordinance No. 2021-11 was introduced at the November 23<sup>rd</sup>, 2021 Council meeting and the public hearing was carried to the December 21<sup>st</sup>, 2021 meeting. Mayor Mironov declared the public hearing open. No public commented and Mayor Mironov declared the public hearing closed. Mayor Mironov requested Ordinance No. 2021-11 be carried until the next regularly scheduled meeting of 2022.

It was MOVED by Yeager, SECONDED by Zoller to carry Ordinance 2021-11 to the next regularly scheduled meeting of 2022.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes, and no (0) nays, Ordinance 2021-11 was carried to the next regularly scheduled meeting of 2022.

**ORDINANCE – INTRODUCTION:**

**RESOLUTIONS:**

**Resolution R2021-186** Authorizing Cancellation of Portion of Ordinance 2012-6

**RESOLUTION R2021-186  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, Ordinance 2012-6, which was adopted on May 1, 2012, provided for an alternate funding source for the acquisition of open space in and by the Township of East Windsor for a ten year period and authorized the issuance of \$2,690,000 in bonds or notes for this purpose; and

**WHEREAS**, during the year ended December 31, 2021, no debt was issued by the Township pursuant to this ordinance; and

**WHEREAS**, it is necessary to formally cancel the 2021 portion of debt of \$166,422.27.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, that the unissued debt authorized in Ordinance 2012-6 of \$166,422.27 be canceled.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

Mayor Mironov stated Resolution R2021-186 had been carried from previous meeting pending confirmation on the accuracy of the funding source balance remaining referenced in Ordinance 2021-06 by the Finance Director. Mayor Mironov declared that based on discussions with the Finance Director, it was her understanding and belief that the balance reflected in R2021-186 is the full and final balance.

It was **MOVED** by Rosenberg, **SECONDED** by Lippman to approve Resolution R2021-186.

**ROLL CALL:** Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2021-186 was approved.

**Resolution R2021-188**      Authorizing Cancellation of Grant Receivable and Reserve Balances

**RESOLUTION R2021-188  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, grant receivable and reserve balances of \$113,163.71 remain on the Capital Fund balance sheet have expired; and

**WHEREAS**, it is necessary to formally cancel the receivable and reserve balances from the balance sheet;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, that the following grant receivable and reserve balances be cancelled:

<b>Receivable:</b>		
	2016 Small Cities Grant	\$38,445.00
	2020/2021 LPHCP COVID 19 Health Grant	\$7,536.00
	2019/2020 Child Passenger Safety Seat Program	\$6,000.00
<b>Total Receivable</b>		<b>\$51,981.00</b>
<b>Reserve:</b>		
	2016 Small Cities Grant	\$38,445.00
	2020/2021 LPHCP COVID 19 Health Grant	\$7,536.00
	2019/2020 Child Passenger Safety Seat Program	\$6,000.00
	2015 Bulletproof Vest Partnership Grant	\$9,201.71
<b>Total Reserve</b>		<b>\$61,182.71</b>

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

Mayor Mironov stated Resolution R2021-188 was carried from the previous Council meeting pending confirmation of the grant receivables and reserve balances. Mayor Mironov stated her displeasure with the cancellation of the 2016 Small Cities Grant but understands the need for it to be cancelled due to its age. Mayor Mironov further stated it was her assumption the Township did not have the time or items to expend the 2020/2021 LPHCP COVID 19 Health Grant prior to its deadline for use. Mayor Mironov requested confirmation from Chief Geary that the Child Passenger Safety Seat Program had been awarded subsequent funding since the 2019/2020 grant. Chief Geary confirmed. Mayor Mironov stated the 2015 Bulletproof Vest Partnership Grant was a bookkeeping error and the Township had received proper reimbursement. Finance Director Scott Frueh confirmed Mayor Mironov's statements regarding R2021-188 were accurate.

It was MOVED by Zoller, SECONDED by Daniels to approve Resolution R2021-188.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2021-188 was approved.

**Resolution R2021-189** Authorizing Cancellation of Grant Receivable and Reserve Balances

**RESOLUTION R2021-189  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, N.J.S.A 40A:4-60 provides that any unexpended balances of appropriations may be cancelled prior to the end of the fiscal year; and

**WHEREAS**, it is necessary that Current Fund budget appropriation balances which remain unexpended be formally cancelled so that the unexpended balances may be credited to fund balance.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, that the attached listed unexpended balances of the Current Fund be cancelled.

Tax Collector S&W (Second Clerk position unfilled)	\$35,000.00
Municipal Court S&W (position unfilled)	\$48,270.00
Group Insurance for Employees (unused)	\$240,000.00
Police Training – Training and Tuition (same as prior year)	\$45,000.00
<b>Total</b>	<b>\$368,270.00</b>

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

Mayor Mironov stated internal meetings with staff had been held to better understand the unexpended balances of the Current Fund and Township revenues. Mayor Mironov stated amounts reflected in Resolution R2021-189 were encumbered and cancellations are part of the annual end-of-year budget process. Mayor Mironov stated when unexpended balances are cancelled, funds go into fund balance and made available in 2022.

It was MOVED by Lippman, SECONDED by Rosenberg to approve Resolution R2021-189.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2021-189 was approved.

**Resolution R2021-190** Authorizing Cancellation Among Frozen 2021 Budget Appropriations

**RESOLUTION R2021-190  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, N.J.S.A 40A:4-60 provides that any unexpended balances of appropriations may be cancelled prior to the end of the fiscal year; and

**WHEREAS**, it is necessary that Current Fund budget appropriation balances which remain frozen be formally cancelled so that the unexpended balances may be credited to fund balance.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, that the attached listed frozen balances of the Current Fund be cancelled.

Tax Collector S&W (Second Clerk – Additional Monies)	\$21,412.00
Police S&W (Records Vacancy)	\$24,876.00
Police S&W (Chief's Secretary)	\$15,476.00
Police S&W (2 Police Officers)	\$297,312.00
Police S&W (Additional Monies – Legal Expenses)	\$100,000.00
Police S&W (Overtime)	\$20,000.00
Police Training	\$5,000
Police Tuition	\$25,000.00
DPW – Road S&W (Police Repairs to A/C)	\$9,769.50
Mechanics Police Vehicles – Other Contractual Services	\$10,000.00
Health – Overtime	\$5,000.00
Manager - Postage	\$3,000.00
Police Uniform Svc – Crossing Guards	\$10,000.00
Police Uniform Svc – Motor Vehicles	\$7,500.00
Criminal Div. – Office Supplies	\$4,600.00
Police General Admin – Uniforms and Clothing	\$15,000.00
Police Training – Personal Expenses	\$15,000.00
Court – Postage	\$5,000.00
Police Bldg – Other Building Services	\$1,000.00
PW Senior Center – Overtime	\$2,000.00
Senior Center – Janitorial Supplies	\$1,000.00

Mechanics Police Vehicles – Motor Vehicle Supplies	\$7,000.00
<b>Total</b>	<b>\$604,945.50</b>

Mayor Mironov stated Township revenues, particularly income from the court, hotel taxes and investments had decreased. Similar to prior years, Mayor Mironov, the Township Manager, and Finance Director tracked Township finances and identified the appropriations reflected in Resolution R2021-190. Mayor Mironov stated based on current projections and utilization of American Rescue Plan funding towards the 2022 budget she no longer supports the cancellation of the appropriations reflected in the Resolution. If the cancellations were to lapse, funding would be made available for the 2023 fund balance as unexpended appropriations. Mayor Mironov recommended Resolution R2021-190 be pulled without action. Council unanimously agreed.

**Resolution R2021-197**      Establishing Date, Time and Place for East Windsor Township 2022  
Reorganization Meeting

**RESOLUTION R2021-197**  
**EAST WINDSOR TOWNSHIP**  
**MERCER COUNTY**

**WHEREAS**, Section 2-2.2 of the Administrative Code of the Township of East Windsor directs that at the annual organization meeting the members of the Township Council will assemble at a place designated in December of each year by Resolution of the governing body and organize and elect one of the members of the Council as Mayor.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, County of Mercer, State of New Jersey, that the annual reorganizational meeting for the year 2022 shall be held on Tuesday, January 6, 2021 at 6:00 p.m. via electronic means only, in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq, with electronic public access instructions posted and on the Township website.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

[NOTE: The changes requested are reflected in the above Resolution.]

Mayor Mironov declared due to health concerns, a majority of Council Members no longer support an in-person reorganizational meeting. Mayor Mironov stated there is interest in holding a community event when conditions improve. Mayor Mironov recommended a virtual zoom reorganizational meeting

on Wednesday, January 5<sup>th</sup> at 6 P.M. Council Members unanimously agreed. Mayor Mironov requested the Resolution be changed to reflect the agreed upon date and time.

It was MOVED by Rosenberg, SECONDED by Russell to approve Resolution R2021-197 with changes.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2021-197 was approved with changes.

**Resolution R2021-198**      Authorizing and Directing Township Plan for Expenditures, Expenditure Offsets and Revenue Replacement from America Rescue Plan Funds

**RESOLUTION R2021-198**  
**EAST WINDSOR TOWNSHIP**  
**MERCER COUNTY**

**WHEREAS**, East Windsor Township was allocated \$2,856,195.52 as part of the America Rescue Plan to assist municipalities in replacing financial losses due to the ongoing COVID-19 health situation; and

**WHEREAS**, on December 7, 2021, by Resolution R2021-191, East Windsor Township authorized the availability of American Rescue Plan Act funds in the amount of \$1,428,097.76 for allocation, representing one half of the full amount to be allocated to East Windsor Township; and

**WHEREAS**, Mayor and Council desire to direct an approved use of these revenues in this specific plan.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The America Rescue Plan Funds shall be utilized to offset qualified budget expenditures in the amount of \$368,177.29, as attached to and incorporated in this Resolution.
2. The remaining balance in the amount of \$1,059,920.47 shall be utilized as a revenue toward the 2022 Municipal Budget.
3. Any changes to this approved spending plan may only be proposed and made by an approved Resolution by the Mayor and Council.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

[NOTE: The changes requested are reflected in the above Resolution.]

Mayor Mironov requested Resolution R2021-198 and supporting documents be revised for clarification. Mayor Mironov questioned if American Rescue Plan funds could be utilized in future budgets and the process required. Township Manager James Brady responded funding could be applied towards the 2022, 2023 and 2024 municipal budgets. Mayor Mironov questioned a discrepancy in earlier drafts of the Resolution. Mr. Brady stated previous memos and drafts reflected expenditures incurred in 2020, which are not eligible for American Rescue Plan funding. Mayor Mironov questioned if the qualified budget expenditures being offset would lapse into 2023. Finance Director Scott Frueh stated the amount reflected in Resolution R2021-198 as offsets to qualified budget expenditures is the maximum allowable amount and any changes in the amount of qualified expenditures can be addressed in future Resolutions. Mr. Frueh declared offset funds will appear as appropriation reserve in the 2023 budget.

It was MOVED by Lippman, SECONDED by Yeager to approve Resolution R2021-198 with changes.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2021-198 was approved with changes.

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

Mayor Mironov requested Council move ahead to item number one under Discussion Items and Council Action Where Appropriate on the agenda, as Municipal Auditor Bud Jones of Nisivoccia, LLP was present this evening. Council agreed to move forward to discussion item number one.

##### **1. 2020 Municipal Audit**

Mayor Mironov stated Municipal Auditor, Bud Jones of Nisivoccia, LLP, was in attendance to present the 2020 Municipal Audit to Mayor, Council Members and the public. Mr. Jones stated despite the challenges of 2020 the current fund balance saw an increase of approximately \$160,000. Mr. Jones declared the active management of the finances by Mayor Mironov and staff contributed to East Windsor being in good financial position at the end of 2020. Mr. Jones stated the Township trust funds are in good financial position with an approximate \$1.5 million dollar increase over 2019. Mr. Jones attributed the growth to increases in reserves for affordable housing and transportation. Mr. Jones stated the special garbage district fund showed a decrease of approximately \$11,000 however given the challenges of the year, the Township deserves credit for being in a good financial position. Mr. Jones highlighted the Township's utilization of only 20% of its borrowing capacity and declared the Township in a very good debt situation. Mr. Jones stated the 2020 tax collection rate was an impressive 99.5%. Mr. Jones informed Mayor and Council that the Middlesex County Municipal Joint Insurance Fund, of which East Windsor is a member, is experiencing a deficit in operations. Mr. Jones was unable to obtain the 2019 or 2020 fund audits but understands the fund will be working with the statewide Municipal

Excess Liability Joint Insurance Fund and may have additional assessments to its membership as it looks to eliminate its deficit position. Mr. Jones stated Nisivoccia, LLP had the full cooperation of the Township and had no recommendations. Mr. Jones thanked Mayor Mironov for her work actively managing the finances and declared the Township in excellent financial position. Mayor Mironov questioned if unencumbered appropriations lapse into 2022. Mr. Jones stated funds in the appropriation reserves not expended in 2020 would lapse into the 2022 fund balance. Unencumbered funds may not lapse if bills outstanding at the end of 2020 were paid in the New Year and cited utility bills as an example. Mayor Mironov asked Mr. Jones for his evaluation of the Township's finances as reflected in the audit. Mr. Jones responded the Township is in excellent financial condition having increased the fund balance during a difficult year. He attributed the positive financial state to the active role of Mayor Mironov and staff effectively managing the Township's finances. Mayor Mironov thanked Mr. Jones.

**Resolution R2021-210**      Acknowledging the Receipt of Audit and Signing of Group Affidavit

**RESOLUTION R2021-210**  
**EAST WINDSOR TOWNSHIP**  
**MERCER COUNTY**

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

**WHEREAS**, the Annual Report of Audit for the year 2020 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

**WHEREAS**, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34; and

**WHEREAS**, the Local Finance Board has promulgated a regulation requiring that the governing body of each municipality shall by Resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments  
Recommendations

and;

**WHEREAS**, the members of the governing body have personally reviewed at a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments  
Recommendations

as evidenced by the group affidavit form of the governing body; and

**WHEREAS**, such Resolution of certification shall be adopted by the governing body no later than forty-five (45) days after the receipt of the Annual Audit, as per the regulations of the Local Finance Board; and

**WHEREAS**, all members of the governing body have received and have familiarized themselves with at least the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

**WHEREAS**, failure to comply with the promulgation's of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 - to wit:

R.S. 52:27BB-52 - "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the Director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000) or imprisoned for not more that one (1) year, or both, in addition shall forfeit his office."

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Council of the Township of East Windsor, hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968, and does hereby submit a certified copy of this Resolution and the required affidavit to said Board to show evidence of said compliance.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

It was MOVED by Yeager, SECONDED by Lippman to approve Resolution R2021-210.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2021-210 was approved.

**Resolution R2021-199** Authorizing the Transfer of East Windsor Township General Assistance Program to Mercer County Board of Social Services

**RESOLUTION R2021-199**  
**EAST WINDSOR TOWNSHIP**  
**MERCER COUNTY**

**WHEREAS**, the State of New Jersey funds a General Assistance Program which is administered at the local level in East Windsor Township by the Local Assistance Board and Director of Welfare, pursuant to N.J.S.A. 44:8-107, et seq.; and

**WHEREAS**, Merrill Werkman, who has served as the Director of Welfare and administered the East Windsor Township General Assistance Program through the Local Assistance Board, will be retiring effective January 31, 2022; and

**WHEREAS**, pursuant to N.J.S.A. 44:8-145.1, East Windsor Township may transfer to the Mercer County Board of Social Services the financial and operational responsibility for the administration of the General Assistance Program under N.J.S.A. 44:8-107, et seq. to East Windsor residents; and

**WHEREAS**, in the event of a transfer, pursuant to N.J.S.A. 44:8-107, et seq., the municipal welfare agency is abolished and its functions, powers and duties transferred to the Mercer County Board of Social Services no later than 60 days after the effective date of transfer; and

**WHEREAS**, the Township Council finds that it is in the best interests of the municipality and residents to transfer the General Assistance Program in East Windsor to the Mercer County Board of Social Services; and

**WHEREAS**, there shall be no cost to East Windsor Township, and the effective date of the transfer shall be February 1, 2022.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The Mayor, Manager and Municipal Clerk are hereby authorized and directed to take whatever actions are necessary and required to transfer the Township General Assistance Program to the Mercer County Board of Social Services in accordance with the applicable statutes and regulations, effective February 1, 2022.
2. The applicable provisions of the Revised General Ordinances of the Township of East Windsor shall be amended as may be necessary to reflect this transfer of the General Assistance Program to the Mercer County Board of Social Services.
3. A certified copy of this Resolution shall be forwarded to the Mercer County Board of Social Services and New Jersey, Department of Human Services.

I hereby certify the foregoing to be a true copy of a Resolution adopted the East Windsor Township Council at a meeting held on December 21, 2021.

[NOTE: The changes requested are reflected in the above Resolution.]

Mayor Mironov stated Resolution R2021-199 was discussed at the last Council meeting and requested changes to the Resolution for brevity. Mayor Mironov requested clarification on the necessity of a mutual agreement and if it was possible for Mercer County to veto the agreement. Mr. Brady stated it was his understanding there were no written agreements and the Township had been working with the State on the transfer. Mayor Mironov requested references to a mutual agreement be removed from the Resolution.

It was MOVED by Rosenberg, SECONDED by Daniels to approve Resolution R2021-199 with changes.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2021-199 was approved with changes.

**Resolution R2021-200**      Authorizing Cancellation of Small Tax Balances

**RESOLUTION R2021-200**  
**EAST WINDSOR TOWNSHIP**  
**MERCER COUNTY**

**WHEREAS**, the East Windsor Tax Collector has certified that small balances exist on various properties; and

**WHEREAS**, these balances should be cancelled.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, that the Tax Collector is hereby authorized and directed to cancel balances as detailed on the attached Tax Collector's list, entitled "East Windsor Township Adjustment Batch Verification Listing", dated December 8, 2021, consisting of 8 pages and certified by the Tax Collector, to Cancel Small Balances pursuant to N.J.S.A. 40A:5-17.1.

I hereby certify the foregoing to be a true copy of a Resolution adopted the East Windsor Township Council at a meeting held on December 21, 2021.

Mayor Mironov stated Resolution R2021-200 stems from a request from the Tax Collector.

It was MOVED by Zoller, SECONDED by Lippman to approve Resolution R2021-200.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2021-200 was approved.

Mayor Mironov stated Resolutions R2021-201, R2021-202 and R2021-203 will be heard and voted upon together.

**Resolution R2021-201**      Approving Operating Assistance Agreement between New Jersey Transit Corporation and East Windsor Township for the Community Bus and Princeton Junction Shuttle for FY2019-2020 Grant Year

**RESOLUTION R2021-201  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, New Jersey Transit has agreed to provide Federal and State funds to operate East Windsor Township's Shuttle Bus Service and Community Bus Service for FY2022; and

**WHEREAS**, New Jersey Transit has created the state-funded operating program as the successor to the former federally-funded U.S. Department of Transportation (USDOT) and Federal Transit Administration and Federal Transit Administration (FTA) Urbanized Area Formula Grants Section 5307; and

**WHEREAS**, the grant agreement for federal financial assistance will impose certain obligations upon New Jersey Transit, which will, in turn, be imposed upon all sub recipients; and

**WHEREAS**, East Windsor Township as a sub recipient, has or will provide all annual certifications and assurances for the project to transit, as required by the Federal Transit Administration's policies governing pass through agreements.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The Mayor and Municipal Clerk are hereby authorized and directed to execute the grant agreement with New Jersey Transit to provide grant funding from July 1, 2021 through June 30, 2022.
2. The Township Manager is hereby authorized and directed to file with New Jersey Transit annual certifications and assurances and other documents New Jersey Transit requires, in accordance with the Federal Transit Administration requirements for awarding federal assistance via a pass through agreement.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

**Resolution R2021-202**      Approving Shared Service Agreement between Township of East Windsor and County of Mercer for Contribution to Public Transportation Services and Coordination of Transportation Services for the Use of FTA 5310 Vehicle

**RESOLUTION R2021-202**  
**EAST WINDSOR TOWNSHIP**  
**MERCER COUNTY**

**WHEREAS**, the Township of East Windsor and the County of Mercer are desirous of providing public transportation services for their citizens; and

**WHEREAS**, the Township of East Windsor and the County of Mercer have agreed to provide matching local shares for bus services.

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq. authorizes local units of this State to enter into a contract with local units of this State for the joint provision of any service which either party is empowered to render within its own jurisdiction; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The attached “Shared Services Agreement for Contribution Toward Bus Services and Coordination of Transportation Services for the Use of FTA Section 5310 Vehicle”, Agreement between the Township of East Windsor and the County of Mercer, for the term July 1, 2021 through June 30, 2022, is approved.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Agreement.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

**Resolution R2021-203**      Approving Shared Service Agreement between Township of East Windsor and Borough of Hightstown for Contribution of Matching Local Share for Bus Services

**RESOLUTION R2021- 203**  
**EAST WINDSOR TOWNSHIP**  
**MERCER COUNTY**

**WHEREAS**, the Township of East Windsor and the Borough of Hightstown are desirous of providing public transportation services for their citizens; and

**WHEREAS**, the Township of East Windsor and the Borough of Hightstown have agreed to provide matching local shares for bus services.

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq. authorizes any municipality to enter into a contract with any other municipality for the joint provision of any service which either party is empowered to render within its own jurisdiction; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The attached “Shared Services Agreement for Contribution of the Matching Local Share for Bus Services”, between the Township of East Windsor and the Borough of Hightstown, for the term of July 1, 2021 through June 30, 2022, is approved.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Agreement.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

Mayor Mironov stated a memo from the Township Manager had been distributed.

It was MOVED by Zoller, SECONDED by Rosenberg to approve Resolution R2021-201, Resolution R2021-202 and Resolution R2021-203.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2021-201, Resolution R2021-202 and Resolution R2021-203 were approved.

**Resolution R2021-204** Authorizing Renewal of Agreement between East Windsor Township and Everbridge Inc. for Nixle Emergency Communications System Services

**RESOLUTION R2021-204  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, on November 20, 2018, by Resolution R2018-186, the East Windsor Township Council approved a three year contract with Everbridge Inc., for an initial one year term and option for two one-year renewal terms with the contract beginning December 28, 2019 for the NIXLE Emergency Communications System, for a contract price not to exceed \$15,000 over three years; and

**WHEREAS**, on January 14, 2020, by Resolution R2020-016, the Township Council approved the option for year two renewal term, December 28, 2019 through December 28, 2020, in an amount not to exceed \$5,000.00; and

**WHEREAS**, on February 9, 2021, by Resolution R2021-033, the Township Council approved the option for year three renewal term, December 28, 2020 through December 28, 2021, in an amount not to exceed \$5,000.00; and

**WHEREAS**, the existing agreement allows for the Township to exercise the option to extend these services for additional years as desired, in a predetermined amount not to exceed \$5,000 per year; and

**WHEREAS**, the Township Council has reviewed the recommendation of the Chief of Police for year four renewal, with the option for two one-year renewal terms for years five and six; and

**WHEREAS**, the maximum amount of the contract for year four is \$5,000.00 and the Chief Financial Officer has determined that sufficient funds are available in the Current Account No. -01-25-250-308-254 entitled "Communication Contracts", as per the temporary budget and pending the adoption of the 2021 Municipal Budget, as evidenced by the Chief Financial Officer's Certification No. B2021-009.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The contract for the Nixle Emergency Communications System with Everbridge, Inc., 155 N. Lake Avenue, Suite 900, Pasadena, CA 91101, is hereby renewed for one additional year, December 28, 2021 through December 28, 2022, in an amount not to exceed \$5,000.00.
2. The Municipal Clerk shall cause to be printed once, in the Trenton Times, a brief notice stating the nature, duration, service and amount of this renewal of the contract, and that the resolution and renewal are on file and available for public inspection in the office of the Municipal Clerk.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

Mayor Mironov stated a memo from Chief Geary had been distributed.

It was MOVED by Lippman, SECONDED by Russell to approve Resolution R2021-204.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2021-204 was approved.

**Resolution R2021-205**      Approval of Amendment to Professional Services Agreement for Hearing Officer with Brian P. Trelease of Rainone Coughlin Minchello, LLC

**RESOLUTION R2021-205**  
**EAST WINDSOR TOWNSHIP**  
**MERCER COUNTY**

**WHEREAS**, on January 26, 2021, by Resolution R2021-025, the Township Council, after soliciting proposals and in accordance with the Local Public Contracts Law as defined in N.J.S.A. 40A:11-5(1)(a)(i), approved a professional services agreement with Brian P. Trelease as the Hearing Officer on behalf of the Township of East Windsor in the amount of \$5,000; and

**WHEREAS**, on August 3, 2021, by Resolution R2021-143, the Township amended the Agreement to increase the contract amount by \$7,525.00 from \$5,000 to \$12,525; and

**WHEREAS**, the Township needs to amend the Agreement to increase the contract amount by \$11,475.45 to \$22,000.35; and

**WHEREAS**, the Township Council has reviewed the recommendations made by the Township Manager; and

**WHEREAS**, the amount of compensation authorized under this Amendment to the Agreement for professional services with Brian P. Trelease is \$11,475.45 for a total contract amount not to exceed \$22,000.35 and sufficient funds are available in Current Fund Account No. 1-01-25-240-304-249 entitled “Licensed Professional – Police Admin”, as evidenced by the Chief Financial Officer’s Certification No. B2021-027.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Amendment to the Agreement for hearing officer services between the Township of East

Windsor and Brian P. Trelease, 555 US Highway 1 South, Iselin, NJ 08830, increasing the agreement by \$11,475.45 for a total agreement amount not to exceed \$22,000.35.

2. This Contract is awarded without competitive bidding in accordance with N.J.S.A. 40A:11-5 (1)(a) of the Local Public Contracts Law because the contract is for service performed by persons authorized by law to practice a recognized profession that is required by law, but in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5, et seq.
3. The Municipal Clerk shall cause to be printed once, in the Trenton Times, a brief notice stating the nature, duration, service and amount of this contract, and that the resolution and contract are on file and available for public inspection in the office of the Municipal Clerk.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

Mayor Mironov stated a memo from the Township Manager had been distributed and stated the Resolution addressed police generated proceedings costs. Mayor Mironov noted the Resolution R2021-205 should now include all costs generated thru this Agreement.

It was MOVED by Daniels, SECONDED by Rosenberg to approve Resolution R2021-205.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2021-205 was approved.

**Resolution R2021-206**      Approval of Amendment to Professional Services Agreement with T&M Associates for Evaluation of Cranbury Station Road

**RESOLUTION R2021-206**  
**EAST WINDSOR TOWNSHIP**  
**MERCER COUNTY**

**WHEREAS**, there exists a need for Professional Engineering Services for the evaluation of Cranbury Station Road at Tennyson Road; and

**WHEREAS**, the Township solicited and received one quote for Professional Engineering Services for the evaluation of Cranbury Station Road from T&M Associates; and

**WHEREAS**, since the purchase is under \$17,500.00, public bids are not required as set forth in N.J.S.A. 40A:11-4 requiring public advertising and bidding for contracts for a sum exceeding the

aggregate amount as calculated periodically by the Governor, pursuant to N.J.S.A. 40A:11-3 which amount is \$17,500.00; and

**WHEREAS**, the Township Council has reviewed the Township Manager's recommendation; and

**WHEREAS**, the maximum amount of the contract is \$5,540.00 and funds are available in the Capital Account No. C-04-55-980-920-890, entitled Ordinance 2017-02, entitled "Annual Road Program", as evidenced by the Chief Financial Officer's Certification No. C2021-034.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The Mayor and Municipal Clerk are hereby authorized and directed to enter into the attached Agreement with T&M Associates, 200 Century Parkway, Suite B, Mount Laurel NJ 08054 to perform professional engineering services for the evaluation of Cranbury Station Road in an amount not to exceed \$5,450.00.
2. This Contract is awarded without competitive bidding in accordance with N.J.S.A. 40A:11-5 (1) (a) of the Local Public Contracts Law because the contract is for service performed by persons authorized by law to practice a recognized profession that is required by law, but in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5, et seq.
3. The Municipal Clerk shall cause to be printed once, in the Trenton Times, a brief notice stating the nature, duration, service and amount of this contract, and that the resolution and contract are on file and available for public inspection in the office of the Municipal Clerk.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

Mayor Mironov stated a memo from the Township Manager and a proposal from T&M Associates had been distributed. Mayor Mironov expressed concern that the evaluation may result in a major engineering project and questioned if an engineering Agreement would be necessary. Township Manager James Brady responded it was his belief T&M Associates were being cautious in the event a large construction and engineering project was deemed necessary. Mr. Brady further stated that if the evaluation showed a large project is required, the Township had the opportunity to solicit a request for proposals.

It was MOVED by Lippman, SECONDED by Rosenberg to approve Resolution R2021-206.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2021-206 was approved.

**Resolution R2021-207** Authorizing Purchase of Uniforms from Professional Servicewear for the Department of Public Works

**RESOLUTION R2021-207  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, there is a need to purchase uniforms for the Public Works Department; and

**WHEREAS**, quotes were solicited from five vendors and two price quotes were received to provide uniforms for the Department of Public Works; and

**WHEREAS**, the lowest cost proposal was submitted by Professional Servicewear, Inc.; and

**WHEREAS**, since the purchase is under \$17,500, public bids are not required as set forth in N.J.S.A. 40A:11-4 requiring public advertising and bidding for contracts for a sum exceeding the aggregate amount as calculated periodically by the Governor, pursuant to N.J.S.A. 40A:11-3 which amount is \$17,500; and

**WHEREAS**, the Township Council has reviewed the Director of Public Work's recommendation on this purchase; and

**WHEREAS**, the Chief Financial Officer has determined that sufficient funds are available in Current and Garbage Fund Accounts in the following 2021 line item appropriation accounts:

1-01-26-290-401-204 Uniforms & Clothing \$3,870.00; 1-01-26-315-403-204 Uniforms & Clothing \$1,935.00; 1-01-26-300-405-204 Uniforms & Clothing \$350.00; 1-01-26-310-409-204 Uniforms & Clothing \$1,290.00; 1-01-28-375-412-204 Uniforms & Clothing \$2,435.00; and 1-30-26-305-150-204 Uniform & Clothing \$6,450.00, for a total not to exceed \$16,330.00, as evidenced by the Chief Financial Officer's Certification No. B2021-033.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The Manager and Chief Financial Officer are hereby authorized and directed to approve and forward a purchase requisition to Professional Servicewear, Inc., 3800 Quakerbridge Road, Hamilton, NJ 08619, for the purchase of uniforms for the Public Works Department, in an amount not to exceed \$16,330.00, all in accordance with the attached quote.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

Mayor Mironov stated recommendations for expenditures referenced in Resolution R2021-207 predated the current Director of Public Works and Finance Director and requested staff assess safeguards in all

departments to avoid future expenditures prior to the awarding of contracts by Mayor and Council. Mayor Mironov requested confirmation that expenditures were made from the 2021 Garbage District and Current Fund budgets. Township Manager James Brady confirmed. Mayor Mironov questioned if the proposal received from Professional Servicewear, Inc. is identical to the prior year. Mr. Brady stated he will research the question.

It was MOVED by Yeager, SECONDED by Zoller to approve Resolution R2021-207.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2021-207 was approved.

**Resolution R2021-208**      Authorizing Purchase of Telephone System from Hunter Technologies for Police/Court Building

**RESOLUTION R2021-208**  
**EAST WINDSOR TOWNSHIP**  
**MERCER COUNTY**

**WHEREAS**, on October 5, 2021, by Resolution R2021-169, East Windsor Township authorized the acceptance of the 2021 Local Efficiency Achievement Program (LEAP) Implementation Grant in the amount of \$100,000 from the New Jersey Department of Community Affairs to help fund technology improvements to the East Windsor Township emergency dispatch center; and

**WHEREAS**, the scope of the work that was approved by the New Jersey Department of Community Affairs includes the purchase and installation of an IP based telephone system for the Police/Court building; and

**WHEREAS**, three written quotes were obtained to purchase this equipment; and

**WHEREAS**, the lowest cost proposal was submitted by Hunter Technologies through State Contract A80802 which is valid through January 31, 2022; and

**WHEREAS**, public bids are not required when the purchase is under a State Contract in accordance with N.J.S.A. 40A:11-12 of the Local Public Contracts Law; and

**WHEREAS**, the Township Council has reviewed the Assistant Township Manager's recommendation on this purchase; and

**WHEREAS**, the maximum amount of the purchase is \$78,907.50.00 and funds are available in the 2021 Capital Account No. G-02-40-950-976-299, entitled “Local Efficiency Achievement Program”, as evidenced by the Chief Financial Officer’s Certification No. G2021-007.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The Manager and Chief Financial Officer are hereby authorized and directed to approve and forward a purchase requisition to Hunter Technologies, 1709 Route 34, Suite 3, Wall Township, NJ 07727, for the purchase of an IP based telephone system for the Police/Court Building in an amount not to exceed \$78,907.50, all in accordance with the attached quote.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

Mayor Mironov stated the acquisitions in Resolution R2021-208 and R2021-209 stem from the 2021 Local Efficiency Achievement Program Implementation Grant and a recommendation from the Assistant Township Manager had been distributed.

It was MOVED by Zoller, SECONDED by Lippman to approve Resolution R2021-208.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2021-208 was approved.

**Resolution R2021-209**      Authorizing Purchase of Telephone/Radio Communications Recording System from Communications Specialists, Inc. for Police Department Dispatch Center

**RESOLUTION R2021-209  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, on October 5, 2021, by Resolution R2021-169, East Windsor Township authorized the acceptance of the 2021 Local Efficiency Achievement Program (LEAP) Implementation Grant in the amount of \$100,000 from the New Jersey Department of Community Affairs to help fund technology improvements to the East Windsor Township emergency dispatch center; and

**WHEREAS**, the scope of the work that was approved by the New Jersey Department of Community Affairs includes the purchase and installation of a digital telephone/radio communications recording system for the Police Department Dispatch Center; and

**WHEREAS**, three written quotes were obtained to purchase this equipment; and

**WHEREAS**, the lowest cost proposal was submitted by Communication Specialists, Inc. through State Contract 83891 which is valid through April 30, 2022; and

**WHEREAS**, public bids are not required when the purchase is under a State Contract in accordance with N.J.S.A. 40A:11-12 of the Local Public Contracts Law; and

**WHEREAS**, the Township Council has reviewed the Assistant Township Manager's recommendation on this purchase; and

**WHEREAS**, the maximum amount of the purchase is \$17,869.70 and funds are available in the 2021 Capital Fund Account No. G-02-40-950-976-299 entitled "Local Efficient Achievement Program" in the amount of \$4,592.00 and in C-04-55-980-924-619, entitled "Police Digital Recording Equipment" in the amount of \$13,277.20, as evidenced by the Chief Financial Officer's Certification No. C2021-033.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The Manager and Chief Financial Officer are hereby authorized and directed to approve and forward a purchase requisition to Communication Specialists, Inc. for the purchase and installation of a digital recording system for the Police Department Dispatch Center in an amount not to exceed \$17,869.70, all in accordance with the attached quote.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

[NOTE: The changes requested are reflected in the above Resolution.]

Mayor Mironov requested revisions to Resolution R2021-209 to accurately reflect the full appropriation and source funding accounts. Mayor Mironov stated a memo from the Assistant Township Manager had been distributed. Mayor Mironov questioned if there was a deadline for utilizing the 2021 Local Efficiency Achievement Program Implementation Grant that Hightstown must satisfy.

It was MOVED by Zoller, SECONDED by Russell to approve Resolution R2021-209 with revisions.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2021-209 was approved with revisions.

#### **APPLICATIONS:**

#### **REPORTS BY COUNCIL AND STAFF:**

Mr. Rosenberg reported the Commission on Aging discussed plans for 2022 including the HandyHelper Program which will be discussed by Mayor and Council during Discussion Items and Council Action Where Appropriate. Ms. Daniels reported the Health Advisory Board, with assistance from Jewish Family and Children's Services, is ready to launch an online mental health series. The Health Advisory Board additionally discussed plans for the 2022 Community Garden and the 2022 board meeting schedule. Ms. Daniels highlighted the contributions of the Board's student members. Mr. Zoller reported the Environmental Commission discussed the New Jersey Urban and Community Forestry Program Annual Accomplishment Report which is being prepared by Chair Balint and is due in January. The Board also discussed the Sustainable Jersey Etra Park Arboretum welcome sign, potential changes to the 2022 board schedule and the upcoming statewide ban on single-use carryout bags. Mayor Mironov stated a desire to inform and educate residents on the upcoming ban. Mr. Yeager reported the East Windsor Municipal Alliance for the Prevention of Substance Abuse discussed the upcoming quarterly report which is due in January as well as the upcoming Mercer County grant deadline for 2022-2023 funding. Mayor Mironov questioned if the grant award will be lower in 2022 and Mr. Yeager confirmed it was his understanding it would be.

#### **CORRESPONDENCE:**

Mayor Mironov stated correspondence will be discussed during Matters By Council.

#### **APPOINTMENTS:**

#### **APPROVAL OF BILLS:**

Mayor Mironov stated a 2020 Current Bill list, a 2021 Current Bill List, a Capital Bill List and other miscellaneous bill lists and trust accounts were provided.

Mr. Zoller questioned Rescue Squad #1's purchase of automotive supplies from Cranbury Service Center, Inc. Finance Director Scott Frueh responded the bill is for vehicle repairs and starting in 2022 bills will be labeled on the list as "repairs" to avoid future confusion. Mr. Zoller highlighted the Comcast and Verizon Fios bills and questioned if cable services to Township Departments could be part of the upcoming Comcast negotiations. Mayor Mironov requested the Finance Director provide the total sum paid to Comcast in 2021. Mr. Zoller requested annual totals for Verizon as well. Mr. Brady stated the Verizon bill is for communication command centers and are completely separate from cable services. Mr. Russell questioned if the Capital Fund is a more appropriate account to utilize for the ESI Equipment, Inc. bill. Mr. Brady stated the expenditure is an annual purchase and is being drawn from the appropriate account. Mayor Mironov questioned the HVAC service bills from SG Heating & Air Conditioning. Mr. Brady stated he will look into the matter. Mayor Mironov requested those bills be held pending clarification.

It was MOVED by Zoller, SECONDED by Lippman to approve the Bill Lists with exceptions.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, the various presented Bill Lists were approved with exceptions.

#### **MATTERS BY COUNCIL:**

Mayor Mironov stated a revised copy of Resolution R2021-162 which formally accepts the Body Worn Camera Grant Program award had been distributed. The granting agency requested revisions to the Resolution which were executed with no objection from Mayor and Council. Mayor Mironov reported a letter from the New Jersey Department of Environmental Protection dated December 6<sup>th</sup>, 2021 was received informing Mayor and Council East Windsor's grant proposal for park improvements at Wiltshire Park was not funded. Mayor Mironov stated two reports from the Tax Collector were received. The first was for the period ending November 30<sup>th</sup>, 2021 and the second reported results of the annual tax sale, which resulted in the Township not assuming any liens in 2021. Mayor Mironov stated a memo was received from the Director of Public Works responding to concerns raised by Mayor Mironov regarding the community's ability to access the Township Public Works facility located on Ward Street. The Director of Public Works proposed opening the facility to the public on Tuesdays and Thursdays beginning on January 4<sup>th</sup>, 2022. Mayor Mironov stated a memo from the Director of Public Works regarding payment to French & Parello Associates for the Cranbury Manor road project was received. Additionally, a memo from the Director of Public Works dated November 29<sup>th</sup>, 2021 regarding the purchase of a Henke snow plow was received. A memo containing an End-of-the-Year Report from the Environmental Commission dated December 3, 2021 was received. Mayor Mironov stated she enjoys receiving year-end reports that outline activities as well goals for the upcoming year from Township Boards and Commissions.

Mayor Mironov stated an email was received from a resident regarding Conover Road, between Wood Road and Old York Road. The Director of Public Works reviewed the area and Mayor Mironov stated the street should be included on future lists for upgrade. Mayor Mironov stated staff should research if a joint project with Mercer County is possible given the high-traffic nature of the area. Mayor Mironov stated a memo from Chief Geary regarding Probasco Road was received and will be discussed at a future Council meeting. Mayor Mironov stated per the direction of Mayor and Council at the December 7<sup>th</sup>, 2021 Council meeting, the Township Attorney facilitated an extension with Comcast which allowed the negotiation period to extend through July 1<sup>st</sup>, 2022. Mayor Mironov suggested a schedule be developed for meetings with Comcast. Mayor Mironov stated the Township was still not in receipt of requested information from Comcast and directed the Clerk's office to contact the representative from Comcast. Siting two recent incidents of loud engine braking, Mr. Zoller questioned the Township's opportunity to enforce the Township's truck engine braking Ordinance. Mayor Mironov questioned if enforcement signs at been erected. Chief Geary responded truck engine braking is an enforceable violation. He further stated that locations for signage had not been finalized and signs were not currently erect. Mayor Mironov clarified Mayor and Council had finalized signage location and requested the signs be installed as soon as possible. Mayor Mironov asked Chief Geary for his recommendation on enforcement strategy, especially in the One Mile Road/Rt. 133 area. Chief Geary responded he will review recommended sign locations and inform Mayor and Council in writing on actions undertaken by the Police Department. Chief Geary stated enforcement stems from a direct observation by an officer or from a complaint where the offender can be identified and selective enforcement in problematic areas is an option. Ms. Daniels relayed the concerns of Edison Drive residents regarding inadequate sightlines while exiting the street by the Ethel McKnight Elementary School due to cars and large trucks parked close to the intersection. Chief Geary stated he will provide Mayor and Council with information on this issue in writing. Ms. Daniels informed Mayor and Council a speed limit sign normally located on the South side of Main Street by the Peddie School is gone. Chief Geary stated an area home is under construction and a misunderstanding with the contractor lead to the signs temporary removal. The police department has been in contact with the contractor and the sign will be reinstalled in its original location.

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

1. 2020 Municipal Audit

Mayor Mironov stated this item was discussed earlier in the evening.

2. Stockton Street Sidewalk and Curbs Project

<b>Resolution R2021-211</b>	Approving Shared Services Agreement between Township of East Windsor and Borough of Hightstown for Stockton Street Sidewalk and Curbs Project
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**RESOLUTION R2021-0211**  
**EAST WINDSOR TOWNSHIP**  
**MERCER COUNTY**

**WHEREAS**, there exists a need to install sidewalks and curbs along Stockton Street between the intersection of Route 130 in East Windsor Township and the intersection of Harron Avenue and Oak Lane in Hightstown Borough; and

**WHEREAS**, East Windsor Township and Hightstown Borough are desiring to enter into a Shared Services Agreement for the construction portion of this joint project; and

**WHEREAS**, the Uniform Shared Services and Consolidation Act N.J.S.A. 40A:65-1 et seq. authorizes the approval of Shared Services Agreements by Resolution; and

**WHEREAS**, the Township Council has reviewed the Township Manager's recommendations on said agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, County of Mercer, State of New Jersey, that

1. The attached Shared Services Agreement between East Windsor Township and Hightstown Borough for the Installation of Stockton Street Curbs and Sidewalks is hereby approved in accordance with the provisions of N.J.S.A. 40:65-1.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Agreement.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

Mayor Mironov stated a memo including the Shared Service Agreement had been distributed. Mayor Mironov informed Council Members Hightstown is still engaged in internal discussions and have yet to indicate their approval of the agreement. Mayor Mironov declared Resolution R2021-211 will be held until the next regularly scheduled meeting pending action from Hightstown.

3. Senior Center Expansion Project

- A.) **Resolution R2021-212** Approval of Change Order to Contract for the Senior Center Expansion Project with Settembrino Architects

**RESOLUTION R2021-212**  
**EAST WINDSOR TOWNSHIP**  
**MERCER COUNTY**

**WHEREAS**, by Resolution R2019-077, adopted on May 7, 2019, the Township Council awarded a professional services contract to Settembrino Architects, 37 East Washington Avenue, Atlantic Highlands, New Jersey 07716, for professional architectural services for the Senior Center Expansion Project; and

**WHEREAS**, on August 18, 2020, by Resolution R2020-128 the Township amended the Agreement to increase the contract amount by \$148,000 from \$117,000 to \$265,000; and

**WHEREAS**, there is a need to amend that contract, as Settembrino Architects has advised the Township that the building substantial completion date of August 15, 2021 has not been met, and the firm requires an additional fee of \$2,500 per month for their services starting November 1, 2021; and

**WHEREAS**, an amendment to the existing contract for this professional service may be awarded without public advertising for bids as the contract is for "Professional Services" pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

**WHEREAS**, this contract was awarded in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5, et seq.; and

**WHEREAS**, the Township Council has reviewed the Township Manager's recommendations; and

**WHEREAS**, the contract is amended for up to a maximum additional \$29,500, increasing the contract from \$265,000 to \$294,500, and funds are available in the Account No. R-14-21-370-000-000 entitled "Reserve for Recreation Trust," as evidenced by the Chief Financial Officer's Certification No. G2021-005.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer as follows:

1. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Amendment to Agreement to Settembrino Architects, 37 East Washington Avenue, Atlantic Highlands, New Jersey 07716, for a maximum additional amount of \$29,500 and a total amount not to exceed \$294,500.
2. This Contract is amended without competitive bidding in accordance with N.J.S.A. 40A:11-5 (1)(a) of the Local Public Contracts Law because the contract is for service performed by persons authorized by law to practice a recognized profession that is required by law, but in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5, et seq.

3. The Municipal Clerk shall cause to be printed once, in the Trenton Times, a brief notice stating the nature, duration, service and amount of this contract, and that the resolution and contract are on file and available for public inspection in the office of the Municipal Clerk.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

[NOTE: The changes requested are reflected in the above Resolution.]

Mayor Mironov stated a memo from the Township Manager had been distributed and Settembrino Architects is requesting additional money to monitor the Senior Center Expansion Project given the project extended past the August 15, 2021 substantial completion date stated in the original award to the contractor. Mayor Mironov requested revisions to Resolution R2021-212 for accuracy. Mayor Mironov questioned the amount referenced in the Resolution and wanted to ensure all costs are addressed. Township Manager James Brady stated the requested revisions will be added to the Resolution. Mayor Mironov questioned if the recreation trust could be utilized as a funding source. Mr. Brady stated the recreation trust could be utilized as a bridging funding source pending a Capital Ordinance. Mr. Zoller requested confirmation on the accuracy of the architect's monthly professional fee and if the amount was stipulated by contract. Mr. Brady responded the professional fee is a new proposal by the architect for oversight of the project beyond the estimated time of completion as stated in the original contract. Mayor Mironov stated the Township is not responsible for project delays and has yet to receive an updated project completion schedule despite several requests. Mayor Mironov stated the submission of a project completion schedule should be a condition of the Resolution. Mr. Lippman questioned if there is any retainage on the architects requisitions. Mayor Mironov responded no as is standard with most professional services agreements. Mr. Lippman questioned if the original contract with the architect addressed professional fees if the project extended past the estimated time of completion. Mayor Mironov responded no.

It was MOVED by Rosenberg, SECONDED by Russell to conditionally approve Resolution R2021-212 with changes.

ROLL CALL: Ayes – Daniels, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – Lipmann

There being six (6) ayes and one (1) nay, Resolution R2021-212 was conditionally approved with changes.

**B.) Resolution R2021-213** Approval of Change Order #12 to Contract for the Senior Center Expansion Project with Develop Builders

**RESOLUTION R2021-213  
EAST WINDSOR TOWNSHIP  
MERCER COUNTY**

**WHEREAS**, on August 18, 2020, by Resolution R2020-127, the Township Council authorized a contract for the Additions to the Senior Center with the low bidder Develop Builders in an amount not to exceed \$2,592,000; and

**WHEREAS**, funds in the amount of \$150,000 were included in the original contract award with Develop Builders to account for unforeseen necessary change orders; and

**WHEREAS**, on January 26, 2021, by Resolution R2021-020 the Township approved Change Order #1 in the amount of \$698 for the installation of a shut off valve on the main water supply pipe to avoid freezing during winter construction;

**WHEREAS**, on November 2, 2021, by Resolution R2021-183 the Township approved Change Order #8 in the amount of \$30,723 for the removal of a portion of the existing roof and installation of an ice and water shield; and

**WHEREAS**, Change Order #12, in the amount of \$10,180.00, is required for backfilling soil to protect the new foundation from damage caused by freezing temperatures, snow and ice; and

**WHEREAS**, Kevin Settembrino, Settembrino Architects, and the Township Manager have recommended approval of Change Order #12; and

**WHEREAS**, the maximum amount of the change order is \$10,180 and the Chief Finance Officer has determined that sufficient funds are available as the contract includes \$150,000 in allowances for change orders, with the current amount of the change order allowance being \$118,579, and with Change Order #12 in the amount of \$10,180 the amount would be reduced to \$108,399, as evidenced by the Chief Financial Officer's Certification No. G2021-006.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer, State of New Jersey, as follows:

1. The attached Change Order #12 with Develop Builders, 174 Cedar Road, New Milford, NJ 07646, in an amount not to exceed \$10,180 is approved.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the necessary documents to effect Change Order No. 12.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

Mayor Mironov stressed her displeasure with the lack of a project completion schedule. Mr. Brady stated he would relay Mayor and Council's displeasure, the immediate need for a project completion schedule and that no further payments will be made until a project completion schedule is received to the architect. Mayor Mironov stated the schedule should be sent directly to her. Mayor Mironov requested certifications from the Finance Department be updated in order to accurately track funding. Mayor Mironov questioned if Mr. Brady, the Director of the Department of Public Works and the Construction Official had reviewed the proposal and if so, did their review conclude pricing was fair and reasonable and the actions outlined ensured the integrity of the project through the winter. Mr. Brady responded he had not reviewed the proposal with the Construction Official but will do so as a condition of approval. Mr. Brady stated Settembrino Architects rejected the first two change order proposals due to high costs and recommended the version of the change order before Mayor and Council as an acceptable dollar amount for the proposed work. Mr. Brady further stated that according to Mr. Settembrino and engineers with Settembrino Architects, work contained in the proposal is necessary to protect the Senior Center Expansion project throughout the winter months. Mr. Zoller wanted to ensure any backfill used in the project is certified clean. Mr. Brady stated he will address that with the architect. Mayor Mironov suggested clean soil be a condition of the Resolution. Mayor Mironov requested Mr. Brady confirm the timeline for project winterization.

It was MOVED by Yeager, SECONDED by Zoller to conditionally approve Resolution R2021-213.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None.

There being seven (7) ayes and no (0) nays, Resolution R2021-213 was conditionally approved.

**C.) Resolution R2021-214** Approval of Change Order to Contract for the Senior Center Expansion Project with Settembrino Architects

**RESOLUTION R2021-214**  
**EAST WINDSOR TOWNSHIP**  
**MERCER COUNTY**

**WHEREAS**, by Resolution R2019-077, adopted on May 7, 2019, the Township Council awarded a professional services contract to Settembrino Architects, 37 East Washington Avenue, Atlantic Highlands, New Jersey 07716, for professional architectural services for the Senior Center Expansion Project; and

**WHEREAS**, on August 18, 2020, by Resolution R2020-128 the Township amended the Agreement to increase the contract amount by \$148,000 from \$117,000 to \$265,000; and

**WHEREAS**, on December 21, 2021, by Resolution R2021-212 the Township amended the Agreement to increase the contract amount by \$29,500 from \$265,000 to \$294,500; and

**WHEREAS**, there is a need to amend that contract to include the revised Scope of Work as set forth in the attached proposal dated October 8, 2020, in an amount not to exceed \$60,845.00; and

**WHEREAS**, an amendment to the existing contract for this professional service may be awarded without public advertising for bids as the contract is for “Professional Services” pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

**WHEREAS**, this contract was awarded in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5, et seq.; and

**WHEREAS**, the Township Council has reviewed the Township Manager’s recommendations; and

**WHEREAS**, the contract is amended for up to a maximum additional \$60,845.00, increasing the contract from \$294,500 to \$355,345 and funds are available in the Account No. C-04-55-980-924-400 entitled “General Building Repairs,” as evidenced by the Chief Financial Officer’s Certification No. C2021-035.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of East Windsor, in the County of Mercer as follows:

1. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached Amendment to Agreement to Settembrino Architects, 37 East Washington Avenue, Atlantic Highlands, New Jersey 07716.
2. This Contract is amended without competitive bidding in accordance with N.J.S.A. 40A:11-5 (1)(a) of the Local Public Contracts Law because the contract is for service performed by persons authorized by law to practice a recognized profession that is required by law, but in accordance with the Fair and Open Process as defined in N.J.S.A. 19:44A-20.5, et seq.
3. The Municipal Clerk shall cause to be printed once, in the Trenton Times, a brief notice stating the nature, duration, service and amount of this contract, and that the resolution and contract are on file and available for public inspection in the office of the Municipal Clerk.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the East Windsor Township Council at a meeting held on December 21, 2021.

[NOTE: The changes requested are reflected in the above Resolution.]

Mayor Mironov stated Resolution R2021-214 addressed necessary work done at an earlier point in the project and requested the Finance Department include Resolution numbers on capital bill lists or in

conjunction with prior approved contracts. Mayor Mironov requested revisions to the Resolution for accuracy.

It was MOVED by Daniels, SECONDED by Zoller to approve Resolution R2021-214 with changes.

ROLL CALL: Ayes – Daniels, Lippman, Rosenberg, Russell, Yeager, Zoller, Mironov  
Nays – None

There being seven (7) ayes and no (0) nays, Resolution R2021-214 was approved with changes.

#### D.) Soil Testing

Mayor Mironov stated soil testing was discussed at the November 23<sup>rd</sup> Council Meeting and a proposal had been received. The sum of the proposal to test the soil at the Senior Center was \$2,500. Mayor Mironov directed staff to distribute the November 30<sup>th</sup> email and attachments from Kevin Settembrino and list this item on the next regularly scheduled Council meeting agenda.

#### E.) Site Work

Mayor Mironov stated this item was previously discussed at the November 23<sup>rd</sup> Council Meeting and the options relating to the site work are to approve a change order or solicit a request for proposals. Mayor Mironov stated a strategy and clarification on when work can begin on this portion of the project are needed. Mayor Mironov highlighted the fee for Settembrino Architects increases \$9,500 if the Township chooses to solicit a request for proposals. Mayor Mironov stated this item should be included on the agenda for the first regularly scheduled meeting of January. Mayor Mironov stated an update on the two building egresses was needed and she was disturbed to learn from Mr. Settembrino installation may cost the Township additional money. Mayor Mironov stated her desire for a no-cost proposal for the identification and installation of building egresses.

#### F.) Schedule for Building Completion

Mayor Mironov stated this item had been addressed during the course of tonight's discussion.

#### 4. Senior Center Interlocal Services Agreement with Hightstown Borough

Mayor Mironov stated a memo from the Township Manager had been distributed. Mayor Mironov highlighted the need for movement due to end of the year finances. Mayor Mironov questioned if Council was comfortable moving forward with the Township Manager's recommendation and proposal. Council unanimously agreed.

5. 2022 Independence Day Celebration

Mayor Mironov stated a memo from the Recreation Director had been distributed. Mr. Yeager suggested holding the event on a Saturday to increase resident participation. Mr. Lippman stated his desire for a July 2<sup>nd</sup> event and asked the Recreation Director to work with the vendor to secure the date. Mayor Mironov agreed with Mr. Yeager and Mr. Lippman and directed the Recreation Director to speak with the vendor about a July 2<sup>nd</sup> event, with July 9<sup>th</sup> as a back-up. Council unanimously agreed. Mayor Mironov requested this item appear on the agenda for the next regularly scheduled Council meeting.

6. Sale of Township Property at 64 Woodside Avenue (Block 22, Lot 48)

Mayor Mironov stated this issue had been discussed earlier in the year and requested it be held until the next regularly scheduled Council meeting to further evaluate interest in the property.

7. Proposal by Commission on Aging for “HandyHelper Program”

Mayor Mironov stated a proposal for the Commission on Aging had been distributed. Mr. Rosenberg stated the program stems from recommendations from the student liaisons and Chair of the Commission on Aging. Mayor Mironov stated a discussion about the program should be had with the Advisors of the National Honor Society of the East Windsor Regional School District Hightstown High School. Mayor Mironov requested someone from the Township or a representative from the Commission and the Township together should contact the Advisors to gauge interest in the program. Mayor Mironov stated the allowable services provided by students needed to be clarified and also raised concern about potential liability issues. Mayor Mironov questioned if other similar programs exist in the area. Mr. Rosenberg stated the student liaison expressed a desire by students to get more involved in the community and the idea stemmed from him. Mayor Mironov stated she preferred a task-based program be developed. Ms. Daniels stated local non-profits have similar programs that East Windsor can use as a model. Mayor Mironov stated the program had numerous benefits to the community and requested additional information on other similar programs.

**MATTERS BY PUBLIC:**

**ADJOURNMENT:**

Next Meeting: January 5, 2022

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Allison Quigley  
Municipal Clerk

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Janice S. Mironov  
Mayor