

The Annual Reorganization Meeting of the Township Committee of the Township of Plainsboro was called to order by Township Clerk Carol J. Torres at 6:30 p.m. on January 2, 2020 in the Municipal Center located at 641 Plainsboro Road, Plainsboro, New Jersey.

The Township Clerk certified that the meeting was noticed on December 23, 2019. Notices were sent to the Home News/Tribune, Princeton Packet and Trenton Times and were posted at the Municipal Center and Library at least 48 hours prior to the meeting. All requirements of the Sunshine Law were met.

Present were: Township Committeepersons Peter A. Cantu, Neil Lewis, David Bander, Nuran Nabi and Edmund Yates were present. Also present were: Township Administrator Anthony Cancro, Township Attorney Michael Herbert, Township Clerk Carol J. Torres, Chief Financial Officer Gregory Mayers, Director of Planning and Zoning Lester Varga, Director of Public Works Neil Blitz, Chief Fred Tavener, Construction Official Brian Miller, Recreation Director Len Celluro, Shirley Bishop, Senator Linda Greenstein, Freeholders Charles Kenny, Assemblyman Daniel Benson and Wayne DeAngelo and Mayor Janice Mironov. There were no members of the press and approximately forty (40) interested citizens.

Committeeperson Neil Lewis led the pledge of allegiance.

The Township Clerk certified that Edmund Yates and David Bander had been elected to a three year term on the Township Committee of the Township of Plainsboro in the November 5, 2019 General Election.

Township Clerk Carol J. Torres issued the Oath of Office to Mr. Yates.

Senator Linda Greenstein issued the Oath of Office to Mr. Bander.

The Township Clerk opened the meeting for nominations for Mayor. Peter Cantu was nominated by LEWIS and seconded by YATES.

There being no further nominations, it was MOVED by LEWIS and seconded by YATES and unanimously passed that the nominations be closed.

The Township Clerk cast the unanimous vote for CANTU for Mayor.

The Township Clerk then turned the meeting over to Mayor Cantu.

The Mayor opened the meeting for nominations for Deputy Mayor. Neil Lewis was nominated by YATES and seconded by CANTU.

There being no further nominations, it was MOVED by BANDER and seconded by NABI and unanimously passed that the nominations be closed.

Mayor Cantu stated that it is traditional for him to report on the accomplishments of 2019 and the goals for the coming year. The Mayor acknowledged the elected officials present before his remarks. He thanked the residents of Plainsboro for their continued support throughout his many years of serving the township for a job that he truly enjoys. The Mayor thanked the Township Committee for all of their help and support, the dedicated staff and volunteers, and his wife for her tolerance to allow him the many hours away from home to serve the community. He stated that he was beginning his 46<sup>th</sup> year on the Township Committee and his 40<sup>th</sup> year as mayor.

The Mayor also stated that The Township Committee joined him in expressing their appreciation to the Township Employees, Professional Staff and Citizen Volunteers. With their continued support, he was confident that Plainsboro will continue to be a great community in which to live and work.

Committeeperson NABI wished the residents and guests a Happy New Year and thanked his family and the citizens of Plainsboro for their continued support. He also gave thanks to Director Celluro and the volunteers on the Human Relations Council.

Deputy Mayor LEWIS indicated he was beginning his 25<sup>th</sup> year in service to Plainsboro, and thanked his wife, family for their support and the citizens of Plainsboro, as he begins another term as Deputy Mayor. He stated that he has pride in the Plainsboro community and extended his best wishes for 2020.

Committeeperson YATES wished a Happy New Year to the residents and guests and gave a brief history on his family bible which was held by his wife during his swearing in. He thanked his family and the citizens of Plainsboro for their continued support. He also expressed that the township has thrived under the continual leadership of Mayor Cantu.

Committeeperson BANDER wished a Happy New Year to the residents and guests and thanked his fellow committeemen, his family and the citizens of Plainsboro for their continued support.

Mayor Cantu reviewed the following highlights and accomplishments for the year 2019:

(A) Centennial Celebration

- Outstanding Planning & execution
- Staff, Volunteers, Sponsors, Community Organizations
- Yearlong Celebration – 12 Major Events
- Special recognition Lenny – Recreation Staff & Anthony & Staff

(B) Administration & Finance

- Wycoff House Renovation & Opening
- Focus on Communication & Training
- Energy Aggregation & Charging Station
- Staffing
- Tax Rate/Bond Rating/Tax Uniformity/Collection Rate
- Shared Services Participation/ 14 Programs
- 13 Grants/\$1,234,446

(C) Economic Development and Planning & Code Enforcement

- Redevelopment Area
  - o 305 Unit Adult Community - UC
  - o Child & Adult Day Care - UC
  - o 105 Bed Assisted Living & Memory Care - UC
- Princeton Forrestal Center
  - o Integra Expansion
  - o 40,000 sq. ft. Medical Offices
  - o Forrestal Center GDP
  - o Forrestal Center / Nurseries GDP

- Plainsboro Plaza
- o Supermarket
- o Eden Institute
- Affordable Housing / Place at Plainsboro
- Code Enforcement
- o 12,000 Inspections/Bldg, Fire & Housing

(D) Recreation and Community Services

- Museum Specialist
- Plainsboro Preserve – Winter Programs & Operations
- Programs Management & Expansion  
Seniors, Summer Camp, Special Needs Programs, Plainsboro Preserve, Senior Transportation, Children & Adult
- Community Services
- o Financial assistance for Rec Programs
- o Food Pantry Management & Promotion
- o Holiday Food Distribution & Holiday Wishes Program
- o Princeton Health/ Hats, Gloves, Scarves

(E) Police

- 3 year Strategic Plan
- Succession Planning & Development
- Class 111 police program
- Information Center Kiosk

(F) Public Works

- Annual Road Maintenance Program
- Research Way road improvements
- ADA improvements Community Gardens
- Wycoff House Renovation
- Bulk Farm Work Plan
- Energy Improvements

(G) Municipal Court

- 21st year joint operation

(H) Township Clerk

- Increased Activity/Records Management/Elections

(I) Library

2020 Goals & Challenges

- (A) Continue Strong Financial Performance
- (B) First Electric Vehicle
- (C) GDP & Zoning / Former Nurseries Lands
- (D) Develop plan for 20 acre Dey Road Land
- (E) Continue Focus on Bike & Pedestrian Projects & Funding

- (F) Annual Road Maintenance Implementation
- (G) Complete Bulk farm remediation
- (H) New HVAC for Municipal Building
- (I) Expand Wycoff Museum Programs
- (J) Internal Security Plan/Safe Work environment
- (K) Infomercial Recreation & Community Services

The mayor closed with addressing that today, we are a community that has successfully addressed the growth challenges of the 70’s – a community that has permanently preserved over 50% of its land area while providing a diversity of housing options for our residents. A town with an outstanding business and corporate community including a major center for healthcare and a state of the art hospital – a community that celebrates and respects its diversity and a community that has consistently ranked as one of the best towns in New Jersey to live and raise a family.

The Mayor announced the following Township Committee Liaisons for 2020:

Administration and Finance – Peter A. Cantu  
 Planning, Code Enforcement, Historical Society – Edmund Yates  
 Department of Recreation, Community Services, Municipal Court – Nuran Nabi  
 Public Safety, Environmental Advisory Committee – Neil Lewis  
 Public Works, Council of Community Associations,  
 Parks and Open Space, Cable Television – David Bander

It was MOVED by YATES and seconded by BANDER that the following Township officials be appointed for 2020:

	<u>TERM APPOINTED</u>	<u>EXPIRES</u>
<b>AFFIRMATIVE ACTION OFFICER</b>		
Anthony Cancro	1 year	12/31/20
<b>ALTERNATE PROSECUTORS</b>		
Cindy Glaser	1 year	12/31/20
<b>ALTERNATE PROSECUTORS</b>		
Vacant	1 year	12/31/20
<b>ASSESSMENT SEARCH OFFICER</b>		
Carol J. Torres	1 year	12/31/20
<b>DEPUTY ASSESSMENT SEARCH OFFICER</b>		
Kathleen Kokoszka	1 year	12/31/20
<b>DEPUTY REGISTRAR</b>		
Kathleen Kokoszka	1 year	12/31/20
<b>EMERGENCY MANAGEMENT COORDINATOR</b>		
Neil Lewis	3 year	12/31/21
<b>HANDICAPPED COMPLAINT OFFICER</b>		
Brian Miller	1 year	12/31/20
<b>INSURANCE COMMISSIONER</b>		

Anthony Cancro Les Varga, Alternate	1 year	12/31/20
<b>MUNICIPAL COURT JUDGE-Plainsboro</b>		
Edward H. Herman	3 year	12/31/21
<b>MUNICIPAL COURT JUDGE-Cranbury</b>		
Edward H. Herman	3 year	12/31/21
<b>PROSECUTOR</b>		
Jennifer Burgess	1 year	12/31/20
<b>PUBLIC DEFENDER</b>		
Robert Schwartz	1 year	12/31/20
<b>REGISTRAR OF VITAL STATISTICS</b>		
Carol J. Torres	3 year	Tenure
<b>TAX ASSESSOR</b>		
Thomas Mancuso	4 year	Tenure
<b>TAX COLLECTOR</b>		
Jesse Faasen	4 year	12/31/22
<b>TAX SEARCH OFFICER</b>		
Jesse Faasen	1 year	12/31/20
<b>TOWNSHIP ATTORNEY</b>		
Michael W. Herbert	1 year	12/31/20
<b>TOWNSHIP AUDITOR</b>		
David A. Kaplan	1 year	12/31/20
<b>TOWNSHIP ENGINEER</b>		
David Samuel	1 year	12/31/20
<b>TRANSPORTATION COORDINATION COMMITTEE</b>		
Lester Varga	1 year	12/31/20

**VOTE: CANTU, YES; LEWIS, YES; NABI, YES; BANDER, YES; YATES, YES.**

It was MOVED by LEWIS and seconded by YATES that the following Resolutions be approved as a Consent Agenda:

**R-20-01 RESOLUTION ESTABLISHING 2020 TOWNSHIP COMMITTEE MEETINGS**

**BE IT RESOLVED** by the Township Committee of the Township of Plainsboro in the County of Middlesex that the following dates be designated for Township Committee Meetings for 2020. All meetings will be held in the Municipal Building located at 641 Plainsboro Road, and are scheduled at 7:30 p.m.

January	8	Regular
January	22	Agenda; Special Meeting for Payment of Bills
February	12	Regular
February	26	Agenda; Special Meeting for Payment of Bills
March	11	Regular
March	25	Agenda; Special Meeting for Payment of Bills

**April	7	Regular
April	22	Agenda; Special Meeting for Payment of Bills
May	13	Regular
May	27	Agenda; Special Meeting for Payment of Bills
June	10	Regular
June	24	Agenda; Special Meeting for Payment of Bills
July	8	Regular
July	22	Agenda; Special Meeting for Payment of Bills
August	12	Regular
August	26	Agenda; Special Meeting for Payment of Bills
September	9	Regular
September	23	Agenda; Special Meeting for Payment of Bills
October	14	Regular
October	28	Agenda; Special Meeting for Payment of Bills
*November	9	Regular
*November	23	Agenda; Special Meeting for Payment of Bills
December	9	Regular

\*Monday  
 \*\*Tuesday

**R-20-02                      RESOLUTION DESIGNATING 2020 HOLIDAY SCHEDULE**

**WHEREAS**, there are holidays of national, state or local significance; and

**WHEREAS**, all eligible employees shall be entitled to time off with pay on holidays, in accordance with previously adopted personnel policies.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Plainsboro that the following schedule for the calendar year 2020 be approved:

<b><u>DATE:</u></b>	<b><u>HOLIDAY:</u></b>
Tuesday, January 1	New Year’s Day
Monday, January 20	Martin Luther King Day
Monday, February 17	Presidents’ Day
Monday, May 25	Memorial Day
Friday, July 3	Independence Day observed
Monday, September 7	Labor Day
Monday, October 12	Columbus Day
Wednesday, November 11	Veteran’s Day
Thursday, November 26	Thanksgiving Day
Friday, November 27	Day After Thanksgiving
Thursday, December 24	Christmas Eve
Friday, December 25	Christmas Day

Three (3) Floating Holidays to be taken upon approval by the Department Head.

**R-20-03                      RESOLUTION DESIGNATING OFFICIAL MEDIA  
 FOR LEGAL ADVERTISING**

**BE IT RESOLVED** by the Township Committee of the Township of Plainsboro, County of Middlesex, State of New Jersey, that it hereby designates the Princeton Packet, the

Home News/Tribune and/or Trenton Times as the official media for legal advertising for 2020; and

**BE IT FURTHER RESOLVED** that the Princeton Packet, the Home News/Tribune and the Trenton Times are hereby designated to receive all notices of meetings as required under the open Public Meetings Act.

It is the opinion of this body that the Princeton Packet is the official legal newspaper which has the greatest likelihood of informing the public within the jurisdictional area of this body.

**R-20-04                    RESOLUTION ADOPTING A TEMPORARY BUDGET - 2020**

**WHEREAS**, NJSA 40A:4-19 provides that where any contract, commitment, or payments are to be made prior to the final adoption of the 2020 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

**WHEREAS**, the date of this resolution is within the first thirty days of January, 2020; and

**WHEREAS**, the total appropriations in the 2019 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$ 24,155,431.13; and

**WHEREAS**, twenty six point two five percent (26.25%) of the total appropriations in the 2019 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2018 budget is the sum of \$ 6,340,800.67.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Plainsboro, County of Middlesex, State of New Jersey that the list of appropriations which is attached hereto and made a part hereof be approved and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his/her records:

**TEMPORARY APPROPRIATIONS – 2020**

**\*\*See attached\*\***

(EXHIBIT “A” PAGES 1 OF 4 INCLUSIVE)

**R-20-05                    RESOLUTION AUTHORIZING DISBURSEMENT OF PAYROLL**

**WHEREAS**, the Township of Plainsboro approves the payment of bills at the regularly scheduled Committee meetings; and

**WHEREAS**, due to scheduling the Committee meetings may not coincide with the approved payroll dates; and

**WHEREAS**, it is the intent of the Township of Plainsboro to provide payroll checks for all personnel at regular intervals; and

**WHEREAS**, the following dates are approved payroll dates for the year 2020:  
1/10/20; 1/24/20; 2/07/20; 2/21/20; 3/06/20; 3/20/20; 4/03/20; 4/17/20;  
5/01/20; 5/15/20; 5/29/20; 6/12/20; 6/26/20; 7/10/20; 7/24/20; 8/07/20; 8/21/20;

9/04/20; 9/18/20; 10/02/20; 10/16/20; 10/30/20; 11/13/20; 11/27/20; 12/11/20; 12/24/20.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Plainsboro, County of Middlesex, that the Chief Financial Officer is authorized to prepare and the Deputy Mayor, Administrator, or CFO be authorized to sign the payroll checks for the above dates.

**BE IT FURTHER RESOLVED** that the Chief Financial Officer will put the amount of such payroll on the Concurrent resolution which is submitted to the Committee on a monthly basis for approval.

**R-20-06 RESOLUTION APPROPRIATING 2020 DEBT SERVICE**

**WHEREAS**, NJSA 40A:4-19 provides authority for appropriating in a temporary resolution the permanent debt service requirements for the coming fiscal year providing that such resolution is not made earlier than December 20<sup>th</sup> of the year preceding the beginning of the fiscal year; and

**WHEREAS**, the date of this resolution is subsequent to December 20<sup>th</sup>, 2019; and

**WHEREAS**, principal and interest will be due on various dates from January 1, 2020 to December 31, 2020, inclusive, on notes and bonds issued and outstanding.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Plainsboro, County of Middlesex, State of New Jersey that the following appropriations be made to cover the period from January 1, 2020 to December 31, 2020 inclusive:

<u>DEBT SERVICE – TOWNSHIP OF PLAINSBORO</u>	
Payment of Bond Principal	4,455,000.00
Payment of Special Assessment Bond Principal	550,000.00
Interest on Bonds	<u>1,095,382.50</u>
	6,100,382.50
 TOTAL DEBT SERVICE	 <u>6,100,382.50</u>

**R-20-07 RESOLUTION AUTHORIZING INVESTMENT OF IDLE FUNDS AND FUND TRANSFERS**

**WHEREAS**, it is desirable that idle funds of the Township of Plainsboro be invested in legal investment vehicles at all times, and

**WHEREAS**, it is occasionally necessary to transfer funds for the purpose of meeting current Township expenses or for the purpose of effecting investments.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Plainsboro, in the County of Middlesex, State of New Jersey, that it does hereby authorize the Chief Financial Officer to request bids and to place orders for the investment of idle funds solely in legally authorized investment vehicles, such investments to the investing institution, and



BE IT FURTHER RESOLVED, that the above named Chief Financial Officer is hereby authorized to transfer funds by wire or draft solely for the following purposes and subject to all pertinent regulations:

1. To or from Township checking or savings accounts to other Township accounts.
2. To or from Township checking or savings accounts to or from accounts specified by banks or the State of New Jersey Cash Management Fund, Class New Jersey, NJ ARM, 1<sup>st</sup> Constitution Bank, Provident Bank, BCB Community Bank, Bank of America, Bank of NY/Mellon, Chase Bank, Investors Bank, PNC Bank, Sun National Bank, TD Bank, The Bank of Princeton, Valley National Bank, Wells Fargo Bank, Magyar Bank, Connect One Bank, or Santander Bank solely for the purpose of investing for the account of the Township of Plainsboro.

**R-20-08 RESOLUTION AUTHORIZING CHANGE FUNDS**

**WHEREAS**, The Township Committee of the Township of Plainsboro has previously authorized change funds; and

**WHEREAS**, the Chief Financial Officer recommends the following change funds:

Tax Collector	\$300.00
Township Clerk	\$250.00
Code Enforcement Department	\$200.00
Police Records	\$ 50.00
Municipal Court	\$250.00
Recreation	\$200.00

**NOW, THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Plainsboro hereby authorizes the continuance of existing funds (Tax Collector, Township Clerk, Code Enforcement Department, Police Records, Municipal Court and Recreation).

**R-20-09 RESOLUTION TO RE-ESTABLISH PETTY CASH FUNDS FOR 2020**

**WHEREAS**, the Township Committee of the Township of Plainsboro established Petty Cash Funds as follows:

Police	03/13/78	\$ 1,000.00
Administration	10/13/80	\$ 750.00

; and

**WHEREAS**, the amounts have been refunded to the Township Finance Director/Treasurer prior to December 31, 2019; and

**WHEREAS**, it is desirous of the Township Committee of the Township of Plainsboro to re-establish the above listed Petty Cash Funds for 2020.

**NOW, THEREFORE, BE IT RESOLVED** that the above listed Petty Cash Funds be re-established in the same amounts and under the same conditions; and

BE IT FURTHER RESOLVED that the Chief Financial Officer be authorized to issue checks in the same listed amounts.

**R-20-10 RESOLUTION ESTABLISHING FEES – 2020 RECREATION PROGRAMS**

**BE IT RESOLVED**, by the Township Committee of the Township of Plainsboro that fees for programs and activities offered through the Department of Recreation & Community Services be established as follows:

SUMMER CAMP (per session)	\$225-\$350 {full day}	
	\$205-\$325 {full day early payment discount}	
	\$135-\$250 {half day}	
	\$115-\$210 {half day early payment discount}	
PRE AND POST CAMP	\$40- \$700	
SUMMER MINI CAMPS/ CLINICS	\$35 - \$700	
TENNIS/GROUP LESSONS	\$20- \$175	
WORKSHOP/CLASSES	\$2 - \$250 {residents}	
	\$2 - \$300 {non-residents}	
BUS TRIPS	\$2 - \$175 {residents}	
	\$2 - \$205 {non-residents}	
PECIAL EVENTS	\$2 - \$75	
PERFORMING ARTS	\$2 - \$75	
CHILDREN’S PROGRAMS	\$2 - \$25 {per class}	
ADULT PROGRAMS	\$4 - \$20 {per class}	
	\$6 - \$30 {per class}	
SENIOR PROGRAMS	\$3 - \$10 {per class}	
NON RESIDENT ADDITIONAL FEE	\$2-\$20 {plus total cost of class}	
T-SHIRT SALES	\$5 - \$15	
CLASS CHANGE FEE (per request)	\$5 - \$30	
CANCELLATION FEE	\$5 - \$35	
APPLICATION FEE (for financial assistance)	\$25	
LATE DOCUMENT FEE	\$10 - \$30	
LATE PICK-UP	\$15 {up to 15 minutes}	
	\$25 {16 – 30 minutes}	
	\$50 {30+ minutes}	
SUMMER PROGRAM REFUND REQUESTS:		
	30+ days	75%
	15-29 days	50%
	6-14 days	25%
	0-5 days	No Refund

**R-20-11 RESOLUTION AUTHORIZING TAX SALES**

**WHEREAS**, the governing body of the Township of Plainsboro, County of Middlesex, State of New Jersey, desires to collect all taxes, assessments, and other municipal charges that are now delinquent; and

**WHEREAS**, the Tax Collector is directed to sell all municipal delinquencies through December 31, 2020 in a manner prescribed by N.J.S.A. 54-5-19, and as amended by Chapter 99, Public Laws of 1997.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Plainsboro, that the Tax Collector is hereby authorized and directed to sell all municipal liens in accordance with New Jersey law, and as stated above, at a date and time which he selects.

**R-20-12 RESOLUTION SETTING INTEREST AND PENALTIES FOR DELINQUENT TAXES UNDER N.J.S.A. 54:4-67**

**WHEREAS**, N.J.S.A. 54:4-67 authorizes and permits a municipality to set penalties and rates of interest to be charged for non-payment of delinquent taxes and other municipal liens and charges; and

**WHEREAS**, N.J.S.A. 54:4-67 has been amended to allow for a 6% penalty on all amounts owed in excess of \$10,000.00 at the end of the year.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Plainsboro, County of Middlesex, State of New Jersey, that:

- 1). The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any sum in excess of \$1,500.00
- 2). The Tax Collector is hereby authorized and directed to charge the 6% year end penalty on delinquent taxes greater than \$10,000.00.
- 3). Effective January 1, 2020 there shall be a ten calendar day grace period after the due date of each quarterly tax installment in which payments will not subject to interest charges.
- 4). Any tax payment not made in accordance with paragraph 3 of this resolution shall be charged interest from the due date.

**BE IT FURTHER RESOLVED** that the charges on account of delinquent properties as set forth herein remain in effect from year to year until such time as the Township Committee adopts a new resolution setting forth new or different rates.

**R-20-13 RESOLUTION TO CANCEL TAX REFUNDS OR DELINQUENCIES UNDER TEN DOLLARS**

**WHEREAS**, pursuant to NJSA 40A:5-17.1, the governing body of a municipality may adopt a resolution authorizing a municipal employee chosen by the governing body to process without further action on the part of the governing body, the cancellation of any property tax refund or delinquency of less than \$10.00; and

**WHEREAS**, it is the recommendation that Jesse Faasen, Tax Collector be designated to perform the above; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Plainsboro, County of Middlesex, State of New Jersey that the Tax Collector be authorized to process, without further action on the part of the governing body, the cancellation of any property tax refund or delinquency of less than \$10.00.

**R-20-14                    RESOLUTION TO FILE TAX APPEALS AND ROLLBACKS**

**WHEREAS**, The Governing Body of the Township of Plainsboro, County of Middlesex, State of New Jersey, has been informed by the Municipal Tax Assessor of the Township of Plainsboro that from time to time, the Assessor may be required to execute stipulations relative to assessment appeals, to make corrections in assessments on properties located in the Township of Plainsboro, and to file omitted assessments and roll-back tax complaints and appeals, all in the name of the Township of Plainsboro; and

**WHEREAS**, The Middlesex County Board of Taxation requires a resolution of the Governing Body to authorize such actions by the Assessor; and

**WHEREAS**, The Governing Body desires to grant such authority to the Assessor, subject to the conditions set forth herein;

**NOW, THEREFORE, BE IT RESOLVED**, By the Governing Body of the Township of Plainsboro, in the County of Middlesex and State of New Jersey as follows:

1. The Municipal Assessor of the Township of Plainsboro be, and hereby is authorized, in the name of the Township of Plainsboro aforesaid, to:
  - a. Execute stipulations related to assessment appeals;
  - b. Make corrections on assessments on properties located in the Township of Plainsboro;
  - c. File omitted assessments and roll-back tax complaints and appeals with Middlesex County Board of Taxation.
2. The authority herein granted shall expire on December 31, 2020, and it is conditioned upon the Municipal Assessor advising the Township Attorney or the Governing Body of all such actions taken by him and the reasons therefore.
3. A copy of this resolution duly certified to be a copy, thereof, shall be transmitted to the Municipal Assessor and the Middlesex County Board of Taxation.

**R-20-15                    RESOLUTION DESIGNATING THE PURCHASING SPECIALIST AS CONTRACT OFFICER AND AUTHORIZING THE PURCHASING SPECIALIST TO EXECUTE AGREEMENTS AND CONTRACTS IN THE AMOUNT UP TO \$40,000**

**WHEREAS**, Chapter 7 of the Code of the Township of Plainsboro provides that the Township Committee may authorize the Purchasing Specialist to act as contract officer for such class of agreements or contracts as Township Committee may authorize by resolution on an annual basis; and

**WHEREAS**, the Township Committee is desirous of having the Purchasing Specialist authorize and approve any and all contracts up to \$40,000 and to report the approval of any

such contracts or agreements to the Township committee at the Township Committee's next regularly scheduled meeting.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Plainsboro that Maureen Rice-Tucci, Purchasing Specialist, is hereby authorized to execute and approve any and all contracts up to \$40,000 during the calendar year 2020 and to report the approval of any such contracts to the Township Committee at its next regularly scheduled meeting.

**R-20-16**                                      **RESOLUTION CONSTITUTING AN AGREEMENT WITH CERTAIN STATE CONTRACT VENDORS**

**WHEREAS**, the Township of Plainsboro as a contracting unit may, without advertising for bids, purchase any materials, supplies or equipment under any contract or contracts for such materials, supplies or equipment entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury pursuant to the provision of N.J.S.A. 40A:11-12; and

**WHEREAS**, the Township Committee of the Township of Plainsboro wishes to evidence agreements with State Contract Vendors through this Resolution and properly executed purchase orders, which Agreements shall be subject to all the conditions applicable to the current State Contract; and

**WHEREAS**, the Township Committee of the Township of Plainsboro wish to authorize the Purchasing Department to purchase those certain items from an approved New Jersey State Contract Vendor; and

**WHEREAS**, in individual circumstances for which purchases in dollar amounts in excess of the Township's bid threshold are required, separate resolutions will be submitted to the Township Committee for approval.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Plainsboro that this Resolution together with properly executed purchase orders shall constitute an agreement between the Township of Plainsboro and authorized State Contract Vendors subject to all conditions applicable to the current State Contract; and

**BE IT FURTHER RESOLVED**, that the Township Committee of the Township of Plainsboro hereby authorizes the Purchasing Department to purchase items from an approved New Jersey State Contract Vendor pursuant to N.J.S.A. 40A:11-12.

**BE IT FURTHER RESOLVED**, by the Township Committee of the Township of Plainsboro that pursuant to the rules of the Local Finance Board of the State of New Jersey no amount of this Contract shall be chargeable or certified, until such time as goods are ordered or otherwise called for prior to placing the order and a certification of available funds made by the Director of Finance upon receipt of a properly executed purchase order. The individual issuing the purchase order shall have the obligation of securing the necessary certification as to the availability of funds from the Director of Finance.

**BE IT FURTHER RESOLVED**, that the duration of this authorization shall be until December 31, 2020 or upon the expiration of the vendors State Contract, whichever event first occurs.

**R-20-17 RESOLUTION APPOINTING 2020 EMERGENCY MANAGEMENT COUNCIL**

**BE IT RESOLVED** that the Township Committee of the Township of Plainsboro hereby appoints the following individuals to the Emergency Management Council of Plainsboro Township for one year terms expiring December 31, 2020.

- Peter A. Cantu - Mayor
- Neil Lewis - Emergency Management Coordinator
- Fred Tavener - Deputy Emergency Management Coordinator
- Daniel Reichard - Deputy Emergency Management Coordinator
- James Steimle - Warning Communications Coordinator
- Anthony Cancro - Public Information Coordinator
- John Bresnen – Deputy Public Information Coordinator
- Eamon Blanchard - Evacuation Coordinator
- Brian Miller - Damage Assessment Coordinator
- Brian Barbarise - Shelter Coordinator
- Lester Jones - Public Health Coordinator
- Fred Tavener - Police Coordinator
- Neil Blitz - Public Works Coordinator
- Matthew Collins- Fire Coordinator
- Maureen Rice - Resource Management Coordinator
- Scott Kivet - Hazardous Material Response Coordinator
- Ken Mitchell - Emergency Medical Services Coordinator
- Lenny Celluro - Reception and Care Coordinator
- Lenny Celluro - Social Services Coordinator
- Central Jersey Coordinator – American Red Cross Coordinator
- John Bavlish - Princeton University
- Kathy Lamkin – Information and Technology Annex Coordinator

**R-20-18 RESOLUTION AUTHORIZING THE ENGINEER TO SIGN TREATMENT WORKS APPROVAL PERMIT APPLICATION FORMS**

WHEREAS, there is a need for an individual to be designated to sign Department of Environmental Protection Treatment Works Approval Permit Application forms for sanitary sewer extension applications; and

WHEREAS, this individual must ascertain that these extensions have first received Planning Board and/or other municipal board approvals.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Plainsboro hereby appoints the Township Engineer to be the official designated to sign all Treatment Works Approval Permit Application forms for the year 2020.

**R-20-19 RESOLUTION APPOINTING A PUBLIC AGENCY COMPLIANCE OFFICER (PACO)**

WHEREAS, the Township of Plainsboro (Township) is a local government unit of the State of New Jersey; and

WHEREAS, all local government units are required to implement the Affirmative Action Rules, N.J.A.C. 17:27 et seq., promulgated pursuant to P.L. 1975, C. 127; and

**WHEREAS**, pursuant to the Affirmative Action rules, each unit is to designate a person to serve as a Public Agency Compliance Officer (PACO); and

**WHEREAS**, the Township desires to comply with the State mandate with the appointment of Gregory Mayers, Chief Financial Officer as the Township PACO.

**WHEREAS**, the PACO is responsible for assuring that no public contract may be awarded nor any monies paid until the contractor has agreed to contract performance which complies with the State Affirmative Action Office; and

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Plainsboro, in the County of Middlesex, New Jersey, as follows:

1. The Township hereby appoints Gregory Mayers to act as liaison to the Affirmative Action Office of the New Jersey.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution shall be forwarded by the Township Clerk to

New Jersey Department of Treasury  
 Division of Purchase and Property  
 Contract Compliance Audit Unit  
 EEO Monitoring Program  
 PO Box 206  
 Trenton, NJ 08625-0206

This Resolution will take effect immediately.

**VOTE: CANTU, YES; LEWIS, YES; NABI, YES; BANDER, YES; YATES, YES.**

It was **MOVED** by NABI and seconded by BANDER that the following Resolution be approved:

**R-20-20                    RESOLUTION ESTABLISHING A CASH MANAGEMENT PLAN**

**WHEREAS**, pursuant to Chapter 8, Laws of 1982, the Township of Plainsboro is required to adopt a Cash Management Plan, including the designation of depository or depositories.

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Committee of the Township of Plainsboro, a municipal corporation of the County of Middlesex, in the State of New Jersey that 1<sup>st</sup> Constitution Bank is hereby designated as the official depository of Township funds; and

**BE IT FURTHER RESOLVED**, that no withdrawal be made from any account in a depository except as authorized by statute or resolution of the Mayor and Committee; and

**BE IT FURTHER RESOLVED**, that the following accounts, together with the person or persons authorized to make withdrawals from said accounts are hereby authorized to be maintained:

**ACCOUNT NAME**

**SIGNATURE**

**1<sup>st</sup> CONSTITUTION BANK**

Current	Deputy Mayor, Administrator, Chief Financial Officer (Any 2 of 3)
Capital	Same as above
Capital NOW	Same as above
Animal Control	Same as above
Trust	Same as above
Special Revenue	Same as above
Public Assistance Trust Fund I	Same as above
Performance Bond	Same as above
Inspection Fee	Same as above
Developer's Escrow	Same as above
Open Space Trust Fund	Same as above
Preserve Environmental Education Center Trust Fund	Same as above
Assessment Trust	Same as above
Housing Trust	Same as above
Public Defender Trust	Same as above
Unemployment Trust	Same as above
Veteran's Memorial Trust	Same as above
Public Assistance Petty Cash I	Deputy Mayor, Administrator or Chief Financial Officer
Payroll	Deputy Mayor, Administrator or Chief Financial Officer
Middlesex County Election	Township Clerk or Dep. Township Clerk
Municipal Court	Municipal Judge or Court Administrator



Cranbury Court	Same as above
Municipal Court Bail	Same as above
Cranbury Court Bail	Same as above
Tax Collector Trust Account	Administrator Tax Collector Chief Financial Officer (Any 2 of 3)
<b><u>PNC BANK:</u></b>	
Rescue Billing Account	Mayor, Administrator, Chief Financial Officer (Any 2 of 3)
<b><u>THE BANK OF PRINCETON:</u></b>	
Capital Account	Administrator or Chief Financial Officer
Current Account	Administrator or Chief Financial Officer
<b><u>BCB:</u></b>	
Capital Account	Administrator or Chief Financial Officer

**BE IT FURTHER RESOLVED**, that the funds of the Township shall be invested in interest bearing accounts. The Chief Financial Officer shall see that minimum funds shall be maintained in any non-interest bearing account in such amounts as shall be deemed necessary to provide the orderly transition of business by the Township and to take advantage of any services provided to the Township by the depository through maintenance of minimum balances in said accounts where the Chief Financial Officer deems it in the best interest of the Township to do so.

All other monies shall be invested in interest bearing accounts, in investments in which municipal funds may lawfully be invested, in the State of New Jersey Cash Management Fund or Class New Jersey offered through MBIA, or New Jersey Asset and Rebate Management Program (NJARM), or 1<sup>st</sup> Constitution Bank, Santander Bank, Provident Bank, BCB Community Bank, Bank of America, Bank of NY/Mellon, Chase Bank, Investors Bank, PNC Bank, Sun National bank, TD Bank, The Bank of Princeton, Valley National Bank, Wells Fargo Bank, Magyar Bank, Connect One Bank, or in U.S. Treasury Securities in such amounts and at such times, from time to time, as the Chief Financial Officer shall deem in the best interest of the Township.

**BE IT FURTHER RESOLVED**, that the Mayor, the Township Administrator and the Chief Financial Officer are authorized to authorize wire transfer of funds or drafts without limit provided that one of the three parties named shall be required in order to effectuate such drafts or wire transfers; and

**BE IT FURTHER RESOLVED**, that the following institutions are hereby designated as depositories for funds for the Township to the extent permitted by law: 1<sup>st</sup> Constitution Bank, Wells Fargo Bank, PNC Bank, NA, Bank of America, Sun National Bank, Santander Bank, Bank of NY/Mellon, TD Bank, Provident Bank, Investors Bank, Chase Bank, The Bank of Princeton, Valley National Bank, Magyar Bank, Connect One Bank, and BCB Community Bank shall be the depository on existing and/or new capital/trust accounts, subject to statutory limitation and cash performance guarantee.

**VOTE: CANTU, ABSTAIN; LEWIS, YES; NABI, YES; BANDER, YES; YATES, YES.**

It was **MOVED** by YATES and seconded by NABI that the following Resolution be approved:

**R-20-21 APPOINTMENT OF CONSULTANTS FOR PROFESSIONAL SERVICES FOR 2020 IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ**

**WHEREAS**, there exists the need for the services of a Township Attorney, Financial Advisor, Township Engineer, and other professionals; and

**WHEREAS**, proposals were solicited and accepted through a “fair and open” process in accordance with N.J.S.A. 19:41A-20.4 et seq.; and

**WHEREAS**, the funds are available for these purposes; and

**WHEREAS**, the Local Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" and "Extraordinary Unspecifiable Services" without competitive bids must be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Plainsboro, County of Middlesex, State of New Jersey that the following contract agreements hereby be approved for 2020:

Affordable Housing Administrator		
Plainsboro Non-Profit Housing Corp.		\$30,000/year
Redevelopment Counsel		
McManimon Scotland Baumann		\$215/hour - Township \$375/hour - escrow
Appraisal Consultant		
BRB Valuations & Consulting Services		\$150/hour
Township Auditor:		
Wiss & Company LLP		
Annual Township Audit		\$31,000
Annual Financial Statement		\$ 4,500
Annual Debt Statement		\$ 1,500
Annual Township Budget		\$ 4,000
Hourly Rate		\$85/hour-staff \$125/hour-directors
Bond Counsel		
McManimon Scotland Baumann		\$135/hour-\$215/hour Bond sale min. fee \$3,500 +

	\$1.00 per \$1,000 to \$15 mil
	\$ .75 per \$1,000 over \$15 mil
	Bond ordinance \$600
	Note sale min fee \$1,000
	\$ .50 per \$1,000 to \$15 mil
	\$ .40 per \$1,000 over \$15 mil
Financial Consultant:	
Concord Public Financial Advisors, Inc.	\$135/hour + expenses
	Bonds \$.50 per \$1,000
	Min \$9,000 cap of \$20,000
	Short term debt inst. \$5,000
Special Counsel for Defense of Tax Appeals	
Harry Haushalter	\$165/hour
Paralegal	\$50/hour + expenses
Municipal Public Defender	
Robert M. Schwartz	\$44,596.20 annual fee
	\$400 Special Court Session
Township Prosecutor:	
Kelso & Burgess	\$57,600 annual fee
	\$150 Special Court Session
Risk Management Consultant	
North American Insurance	Standard Commission payable by the Joint Insurance Fund
Labor Counsel	
Ruderman Horn & Esmerado	\$175/hour
Township Attorney:	
Michael W. Herbert	\$175/hour shareholder/counsel
Parker McCay	
Township Engineer:	
David J. Samuel	
Partner	\$161.00/hour
Principal	\$160.00/hour
Managing Partner/Admin. Partner	\$169.00/hour
Senior Project Manager	\$160.00/hour
Project Manager	\$159.00/hour
Project Leader	\$158.00/hour
Professional Engineer	\$155.00/hour
Senior Project Engineer	\$151.00/hour
Project Engineer	\$133.00/hour
Senior Design Engineer	\$125.00/hour
Design Engineer	\$115.00/hour
Senior Engineering Technician	\$108.00/hour
Engineering Technician/MIS Technician	\$102.00/hour
Professional Land Surveyor	\$153.00/hour
Land Surveyor	\$136.00/hour

Robotic Total Station	\$ 68.00/hour
Party Chief	\$115.00/hour
Survey Technician	\$ 89.00/hour
Resident Engineer	\$138.00/hour
Chief Construction Engineer	\$130.00/hour
Senior Construction Engineer	\$108.00/hour
Construction Engineer	\$103.00/hour
Chief Construction Technician	\$ 90.00/hour
Senior Construction Technician	\$ 80.00/hour
Construction Technician	\$ 74.00/hour
Technical Assistant	\$ 86.00/hour
Senior CAD Technician	\$113.00/hour
Licensed Landscape Architect	\$153.00/hour
Senior Landscape Designer	\$138.00/hour
Certified Tree Expert	\$122.00/hour
Landscape Designer	\$109.00/hour
Director of Planning	\$163.00/hour
Professional Planner	\$161.00/hour
Project Planner	\$130.00/hour
Planning Technician	\$111.00/hour
Hourly Rate Schedule does not include expenses	

**BE IT FURTHER RESOLVED** that the above referenced rates we established in accordance with the proposals submitted to the Township Clerk on November 6, 2019.

**BE IT FURTHER RESOLVED**, that the above agreements be approved and that the Mayor and Township Clerk be authorized to sign said agreements.

**VOTE: CANTU, YES; LEWIS, YES; NABI, YES; BANDER, YES; YATES, YES.**

It was **MOVED** by BANDER and seconded by YATES that the following Resolution be approved:

**R-20-22 RESOLUTION FOR PROFESSIONAL SERVICES – COMMUNICATIONS CONSULTANT**

**WHEREAS**, the Township of Plainsboro has a need to acquire the services of a communications consultant without a “fair and open process” as defined by P.L. 2004, c.19, the “Local Unit Pay-to-Play Law”; and

**WHEREAS**, Douglas Donaldson of Donaldson Media Management has submitted a proposal, offering to provide communications consulting services for \$39,000.00, for the term of January 1, 2020 thru December 31, 2020; and

**WHEREAS**, the Township Administrator has determined and certified in writing that the value of the acquisition over the course of the contract is anticipated to exceed \$17,500.00; and

**WHEREAS**, Douglas Donaldson has completed and filed with the Township of Plainsboro a Campaign Contributions Affidavit as required by N.J.S.A. 19:44A-20.2 et seq. certifying that Douglas Donaldson has not made any prohibited contributions to a candidate

committee or municipal committee representing the elected officials of the Township of Plainsboro; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., authorizes the award of this contract without public bidding on the basis that this a professional service; and

**WHEREAS**, the Chief Financial Officer has certified that sufficient funds are available for this purpose.

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Plainsboro as follows:

1. The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with Donaldson Media Management for communications consulting services for the amount of \$39,000.00 plus travel expenses made on behalf of the Township and for a term of January 1, 2020 thru December 31, 2020.
2. A copy of this Resolution, the Certification of Contract Value, the Campaign Contributions Affidavit, and the executed Agreement shall be placed on file in the office of the Township Clerk.
3. A notice of this award shall be published in the official newspaper as required by law.

(EXHIBIT “B” PAGES 1 INCLUSIVE)

**VOTE: CANTU, YES; LEWIS, YES; NABI, YES; BANDER, YES; YATES, YES.**

It was MOVED by LEWIS and seconded by NABI that the following Resolution be approved:

**R-20-23 RESOLUTION FOR PROFESSIONAL SERVICES – TECHNOLOGY CONSULTANT**

**WHEREAS**, the Township of Plainsboro has a need to acquire the services of a technology consultant without a “fair and open process” as defined by P.L. 2004, c.19, the “Local Unit Pay-to-Play Law”; and

**WHEREAS**, Quickteks, LLC has submitted a proposal, offering to provide technology consulting services for \$121,968.00, for the term of January 1, 2020 thru December 31, 2020; and

**WHEREAS**, the Township Administrator has determined and certified in writing that the value of the acquisition over the course of the contract is anticipated to exceed \$17,500.00; and

**WHEREAS**, Quickteks, LLC has completed and filed with the Township of Plainsboro a Campaign Contributions Affidavit as required by N.J.S.A. 19:44A-20.2 et seq. certifying that Quickteks, LLC has not made any prohibited contributions to a candidate committee or municipal committee representing the elected officials of the Township of Plainsboro; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., authorizes the award of this contract without public bidding on the basis that this a professional service; and

**WHEREAS**, the Chief Financial Officer has certified that sufficient funds are available for this purpose.

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Plainsboro as follows:

1. The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with Quickteks, LLC for technology consulting services for the amount of \$121,968.00 and term of January 1, 2020 thru December 31, 2020.
2. A copy of this Resolution, the Certification of Contract Value, the Campaign Contributions Affidavit, and the executed Agreement shall be placed on file in the office of the Township Clerk.
3. A notice of this award shall be published in the official newspaper as required by law.

(EXHIBIT "C" PAGES 1 INCLUSIVE)

**VOTE: CANTU, YES; LEWIS, YES; NABI, YES; BANDER, YES; YATES, YES.**

It was **MOVED** by NABI and seconded by LEWIS that the following Resolution be approved:

**R-20-24**

**RESOLUTION FOR PROFESSIONAL SERVICES  
AFFORDABLE HOUSING CONSULTANT**

**WHEREAS**, the Township of Plainsboro has a need to acquire the services of a housing and planning consultant without a "fair and open process" as defined by P.L. 2004, c.19, the "Local Unit Pay-to-Play Law"; and

**WHEREAS**, Leon S. Avakian, Inc. for Jennifer C. Beahm PP/AICP has submitted a proposal, offering to provide housing and planning consulting services at a rate of \$150.00 per hour fee, for the term of January 1, 2020 thru December 31, 2020; and

**WHEREAS**, Leon S. Avakian, Inc. has completed and filed with the Township of Plainsboro a Campaign Contributions Affidavit as required by N.J.S.A. 19:44A-20.2 et seq. certifying that Leon S. Avakian, Inc. has not made any prohibited contributions to a candidate committee or municipal committee representing the elected officials of the Township of Plainsboro; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., authorizes the award of this contract without public bidding on the basis that this a professional service; and

**WHEREAS**, the Chief Financial Officer has certified that sufficient funds are available for this purpose.

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Plainsboro as follows:

1. The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with Leon S. Avakian, Inc. for Jennifer C. Beahm PP/AICP for housing and planning consulting services at a rate of \$150.00 per hour fee and term of January 1, 2020 thru December 31, 2020. The contract is awarded with a not-to-exceed amount of \$17,500.00

- 2. A copy of this Resolution, the Certification of Contract Value, the Campaign Contributions Affidavit, and the executed Agreement shall be placed on file in the office of the Township Clerk.
- 3. A notice of this award shall be published in the official newspaper as required by law.

(EXHIBIT “D” PAGES 1 INCLUSIVE)

**VOTE: CANTU, YES; LEWIS, YES; NABI, YES; BANDER, YES; YATES, YES.**

It was MOVED by YATES and seconded by NABI that the following Resolution be approved:

**R-20-25 RESOLUTION FOR PROFESSIONAL SERVICES – TAX APPEALS CONSULTANT FOR SPECIALIZED PROPERTIES**

**WHEREAS**, the Township of Plainsboro has a need to acquire the services of a tax appeals consultant for specialized properties without a “fair and open process” as defined by P.L. 2004, c.19, the “Local Unit Pay-to-Play Law”; and

**WHEREAS**, DiFrancesco Bateman Kunzman, Davis, Lehrer & Flaum PC has submitted a proposal, offering to provide tax appeals consulting services at a rate of \$200.00 per hour fee, for the term of January 1, 2020 thru December 31, 2020; and

**WHEREAS**, the Township Administrator has determined and certified in writing that the value of the acquisition over the course of the contract is anticipated to exceed \$17,500.00; and

**WHEREAS**, DiFrancesco Bateman Kunzman, Davis, Lehrer & Flaum PC has completed and filed with the Township of Plainsboro a Campaign Contributions Affidavit as required by N.J.S.A. 19:44A-20.2 et seq. certifying that DiFrancesco Bateman Kunzman, Davis, Lehrer & Flaum PC has not made any prohibited contributions to a candidate committee or municipal committee representing the elected officials of the Township of Plainsboro; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., authorizes the award of this contract without public bidding on the basis that this a professional service; and

**WHEREAS**, the Chief Financial Officer has certified that sufficient funds are available for this purpose.

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Plainsboro as follows:

- 1. The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with DiFrancesco Bateman Kunzman, Davis, Lehrer & Flaum PC for tax appeals consulting services for specialized properties at a rate of \$200.00 per hour fee and term of January 1, 2020 thru December 31, 2020. The contract is awarded with a not-to-exceed amount of \$75,000.00
- 2. A copy of this Resolution, the Certification of Contract Value, the Campaign Contributions Affidavit, and the executed Agreement shall be placed on file in the office of the Township Clerk.

3. A notice of this award shall be published in the official newspaper as required by law.

(EXHIBIT “E” PAGES 1 INCLUSIVE)

**VOTE: CANTU, YES; LEWIS, YES; NABI, YES; BANDER, YES; YATES, YES.**

It was MOVED by YATES and seconded by BANDER that the following Resolution be approved:

**R-20-26 RESOLUTION APPOINTING REGISTRAR OF VITAL STATISTICS**

**BE IT RESOLVED** by the Township Committee of the Township of Plainsboro, County of Middlesex, State of New Jersey, that Carol J. Torres, is hereby appointed Registrar of Vital Statistics for a three (3) year term commencing January 2, 2020 expiring December 31, 2022.

**VOTE: CANTU, YES; LEWIS, YES; NABI, YES; BANDER, YES; YATES, YES.**

Mayor Cantu made the following appointments:

<u>Committee/Board</u>	<u>Term</u>	<u>By</u>	<u>Expires</u>
<b>COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE:</b>			
Anthony Cancro	1 yr.	M	12/31/20

**HUMAN RELATIONS COUNCIL:**

Eamon Blanchard/ Police Rep	3 yr.	M	12/31/22
Vacant	3 yr.	M	12/31/21
Vacant (Alt)	1 yr.	M	12/31/20
Yousef Maner (Teen)	1 yr.	M	12/31/20
Vacant (Teen)	1 yr.	M	12/31/20

**LIBRARY BOARD OF TRUSTEES:**

Mayor Peter Cantu	1 yr.	M	12/31/19
Greta Kiernan	5 yr.	M	12/31/24
Robin Zovich (School Dist. Rep.)	1 yr.	M	12/31/20

**PLANNING BOARD:**

Class I (Mayor)			
Peter Cantu	1 yr.	M	12/31/20
Class II (Official Rep)			
Joseph Greer	1 yr.	M	12/31/20

Mayor Cantu proposed the following slate of nominees for appointments to various boards and committees:

<u>Committee/Board</u>	<u>Term</u>	<u>By</u>	<u>Expires</u>
<b>CABLE TV ADVISORY COMMITTEE:</b>			
David Bander (Township Committee Liaison)	1 yr.	TC	12/31/20
Anthony Cancro (Township Administrator)	1 yr.	TC	12/31/20

**COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE:**

Len Celluro	1 yr.	TC	12/31/20
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**ENVIRONMENTAL ADVISORY COMMITTEE:**



Salvatore Scurato	3 yr.	TC	12/31/22
Randell Brett	3 yr.	TC	12/31/22

**PLANNING BOARD:**

Class III (Twp. Committee Official Rep.)

Ed Yates	1 yr.	TC	12/31/20
Sanjeev Agarwal	4 yr.	TC	12/31/23
Jetal Doshi (Alt 1)	2 yr.	TC	12/31/21
Deborah Westbrook (Alt. 2)	2 yr.	TC	12/31/20

**TOWN CRIER:**

Vacant	1 yr.	TC	12/31/20
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**SHADE TREE ADVISORY COMMITTEE:**

Theresa M. Stevens	3 yr.	TC	12/31/22
Vacant	3 yr.	TC	12/31/22
Vacant	3 yr.	TC	12/31/21

**ZONING BOARD OF ADJUSTMENT:**

Joan Denzer	4 yr.	TC	12/31/23
Josh Nester	4 yr.	TC	12/31/23
Vacant (Alt 1)	2 yr.	TC	12/31/21
Vacant (Alt 2)	2 yr.	TC	12/31/20

It was MOVED by LEWIS and seconded by YATES that the entire slate of board & committee appointments and nominees be approved:

**VOTE: CANTU, YES; LEWIS, YES; NABI, YES; BANDER, YES; YATES, YES.**

The Mayor opened the meeting for comments from the public.

There being no comments, it was moved by BANDER and seconded by NABI that the public comment portion of the meeting be closed.

**VOTE: CANTU, YES; LEWIS, YES; NABI, YES; BANDER, YES; YATES, YES.**

There being no further business, it was MOVED by YATES and seconded by BANDER that the meeting was adjourned at 7:30 p.m.

**VOTE: CANTU, YES; LEWIS, YES; NABI, YES; BANDER, YES; YATES, YES.**

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Carol J. Torres, Township Clerk