

A Special Meeting of the Township Committee of the Township of Plainsboro was called to order by Mayor Peter A. Cantu on April 22, 2020 at 5:30 p.m. via teleconference in the Municipal Center located at 641 Plainsboro Road, Plainsboro, New Jersey.

The Township Clerk certified that the meeting was noticed as a Special Meeting on March 18, 2020. Notices were sent to the Home News/Tribune, Princeton Packet and Trenton Times and were posted at the Municipal Center, Municipal website and Library at least 48 hours prior to the meeting. All requirements of the Sunshine Law were met.

Present were: Mayor Peter A. Cantu, Deputy Mayor Neil Lewis and Committeeperson David Bander, Nuran Nabi and Ed Yates were present via teleconference. Township Attorney Michael Herbert was also present via teleconference. Also present were: Township Administrator Anthony Cancro, Township Clerk Carol J. Torres, Chief Financial Officer Greg Mayers, Chief of Police Fred Tavener and Lester Varga, Director of Planning and Zoning. There were no citizens and no member of the press present.

This being the time and place for a public hearing on, BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE TOWNSHIP OF PLAINSBORO, IN THE COUNTY OF MIDDLESEX, NEW JERSEY, APPROPRIATING \$3,508,200 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$2,850,000 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF, the Mayor opened the meeting for comments from the public.

There being no comments, it was MOVED by LEWIS and seconded by YATES that the public comment portion of the meeting be closed.

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

It was MOVED by YATES and seconded by LEWIS that the Ordinance be adopted.

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

O-20- 04 BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE TOWNSHIP OF PLAINSBORO, IN THE COUNTY OF MIDDLESEX, NEW JERSEY, APPROPRIATING \$3,508,200 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$2,850,000 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF PLAINSBORO, IN THE COUNTY OF MIDDLESEX, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized to be undertaken by the Township of Plainsboro, in the County of Middlesex, New Jersey (the "Township") as general improvements. For the several improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$3,508,200, including a grant from the State of New Jersey Department of Transportation in the amount of \$508,200 for Grovers Mill Road described in Section 3(d)(i) (the "State Grant") and further including the aggregate sum of \$150,000 as the several down payments for the improvements or purposes required by the Local Bond Law.

The down payments have been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the several improvements or purposes not covered by application of the several down payments and the State Grant, negotiable bonds are hereby authorized to be issued in the principal amount of \$2,850,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
<p>a) <u>Code Enforcement:</u> (i) The acquisition of vehicles and equipment, including, but not limited to, an electric sport utility vehicle for code inspections, fire prevention software and digital records management software for the Fire Prevention and Housing offices and further including all related costs and expenditures incidental thereto.</p> <p>(ii) Acquisition of computer tablet vehicle holders and a shelf unit for construction plans, including all related costs and expenditures incidental thereto.</p>	<p>\$74,600</p> <p>\$5,500</p>	<p>\$70,870</p> <p>\$5,225</p>	<p>5 years</p> <p>10 years</p>

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
<p>b) <u>Police:</u> (i) The acquisition of computer equipment, including, but not limited to, software to update mapping capability for emergency dispatching and further including all related costs and expenditures incidental thereto.</p> <p>(ii) The acquisition of equipment, including, but not limited to, a recording system and further including all related costs and expenditures incidental thereto.</p>	<p>\$45,000</p> <p>\$28,000</p>	<p>\$42,750</p> <p>\$26,600</p>	<p>5 years</p> <p>10 years</p>
<p>c) <u>Planning and Zoning:</u> Updating of the Master Plan, including all related costs and expenditures incidental thereto.</p>	<p>\$100,000</p>	<p>\$95,000</p>	<p>15 years</p>
<p>d) <u>Public Works:</u> (i) Various road improvements, including, but not limited to, road maintenance for various roads, including milling and paving, as more fully described on a list on file in the Office of the Clerk, which list is hereby incorporated by reference as if set forth at length, catch basin repairs, street signage, improvements to Grovers Mill Road from Orchard Lane to Cranbury Neck Road, the</p>			

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
<p>reconstruction of Lenape Trail (Final Phase) and re-striping of pedestrian crosswalks and further including all work and materials necessary therefor and incidental thereto.</p>	<p>\$2,981,100 (includes a grant in the amount of \$508,200 from the State of New Jersey Department of Transportation for Grovers Mill Road)</p>	<p>\$2,349,255</p>	<p>10 years</p>
<p>(ii) Library improvements, including, but not limited to, painting, locks, lighting and repair of pavers and further including all work and materials necessary therefor and incidental thereto.</p>	<p>\$40,000</p>	<p>\$38,000</p>	<p>10 years</p>
<p>iii) The acquisition of equipment, including, but not limited to, a tree/brush chipper and further including all related costs and expenditures incidental thereto.</p>	<p>\$65,000</p>	<p>\$61,750</p>	<p>15 years</p>
<p>(iv) Community garden improvements and design and engineering work for passive recreation park for former Bulk Farm and park enhancements for Mill Pond Park, including all work and materials necessary therefor and incidental thereto.</p>	<p>\$85,000</p>	<p>\$80,750</p>	<p>15 years</p>

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
<p>e) <u>Recreation:</u> The acquisition of equipment, including, but not limited to, cabinets and furniture for Wicoff House Museum and further including all related costs and expenditures incidental thereto.</p>	\$11,000	\$10,450	5 years
<p>f) <u>Information Technology:</u> (i) The acquisition of equipment, including, but not limited to, personal computers/laptops, printers, related computer equipment and servers and further including all related costs and expenditures incidental thereto.</p> <p>(ii) The acquisition of telephones, including all related costs and expenditures incidental thereto.</p>	\$64,000	\$60,800	5 years
	<u>\$9,000</u>	<u>\$8,550</u>	10 years
GRAND TOTAL:	<u>\$3,508,200</u>	<u>\$2,850,000</u>	

The excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the down payments and the State Grant, as applicable, for each purpose.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date, unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with

bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or other applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Township hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Township is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

- (a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are all improvements or purposes that the Township may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.
- (b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 10.09 years.
- (c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$2,850,000, and the obligations authorized herein will be within all debt limitations prescribed by that Law.
- (d) An aggregate amount not exceeding \$701,640 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements.

Section 7. The Township hereby declares the intent of the Township to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes or improvements described in Section 3 of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purposes or improvements described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or, if other than the State Grant referred to in Section 1 hereof, to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Township is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Township and to execute such disclosure document on behalf of the Township. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Township pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Township and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Township fails to comply with its undertaking, the Township shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy ad valorem taxes upon all the taxable real property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

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

R-20-106 RESOLUTION AUTHORIZING READING OF BUDGET BY TITLE

WHEREAS, the public hearing for 2020 Municipal Budget is scheduled for April 22, 2020; and

WHEREAS, the Governing Body of the Township of Plainsboro desires to read the 2020 Municipal Budget by title only at the time of the public hearing and adoption of said budget; and

WHEREAS, the Governing Body of the Township of Plainsboro has caused or will cause the 2020 Municipal Budget to be posted in a public place in the Township Hall of the Township of Plainsboro at least seven (7) days prior to the date of the public hearing; and

WHEREAS, said budget is or will be made available to any person requesting to review same at least, seven (7) days prior to the public hearing scheduled for the 2020 budget; and

WHEREAS, the Municipal Clerk, Carol Torres, has certified she has complied with N.J.S.A. 40A:4-8.1a and 1b. (copy of Certification attached hereto as Exhibit A);

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Committee shall read the 2020 Municipal Budget by its title only at the public hearing at the time of the adoption of the budget and hereby declares that the conditions set forth in N.J.S.A. 40A:4-8, Subsection 1.a and 1.b have been met therewith.

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

(SEE EXHIBIT "A" PAGES 1 OF 1

INCLUSIVE)

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

R-20-107 RESOLUTION AUTHORIZING THE TOWNSHIP OF PLAINSBORO TO CONDUCT THE 2020 ANNUAL BUDGET EXAMINATION

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination, and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997, and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 thru 7.5 the Township of Plainsboro has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the Township meets the necessary conditions to participate in the program for the 2020 budget year, so now therefore

BE IT RESOLVED, by the Township Committee of the Township of Plainsboro that in accordance with N.J.A.C. 5:30-7,6a & b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at 40A:4-45.3 et seq. are fully met (complies with the "CAP" law.)
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.

That pursuant to the Local Budget Law:

- a. All estimates of revenue are reasonable, accurate, and correctly stated,
 - b. Items of appropriation are properly set forth
 - c. In itemization, form, arrangement, and content the budget will permit the exercise of the comptroller function within the municipality.
4. The budget and associated amendments have been introduced, publicly advertised, and in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
 5. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Director of the Division of Local Government Services.

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

(SEE EXHIBIT “B” PAGES 1 INCLUSIVE)

The Township Administrator presented the 2020 Municipal Budget. The 2020 budget totals \$30,685,658 vs. \$29,835,914 in 2019, an increase of \$849,744 or 2.85% increase over the 2019 budget. Based on the average home value of \$450,150 the municipal tax impact per household will be approximately \$63.00 or \$5.25 per month, and a tax rate increase of approximately 1.4 cents.

The Mayor expressed appreciation to the Administrator and the staff for conducting a comprehensive budget process.

The Mayor then opened the meeting for comments from the public. There being none, it was MOVED by NABI and seconded by LEWIS that the public hearing be closed.

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-20-108 Resolution Budget Adoption for Year 2020

See Attachment

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

(SEE EXHIBIT “C” PAGES 1 INCLUSIVE)

It was MOVED by YATES and seconded by NABI that the bills on the attached list be paid.

(SEE EXHIBIT “D” PAGES 1 OF 13 INCLUSIVE)

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

There being no further business, the meeting was adjourned at 6:08 p.m. to go into the agenda session.

The agenda portion was discussed and reviewed for action at the next regular scheduled meeting of May 13, 2020.

The Township Administrator gave an update on the workforce, tax collection and DOT Bike path grant.

The Township Committeepersons gave updates on the respective committees that are overseen for the liaison reports.

The Mayor opened the meeting for comments from the public.

There being no comments, it was MOVED by NABI and seconded by CANTU 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 CANTU that the meeting was adjourned at 6:55 p.m.

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

Carol J. Torres, Township Clerk