

**MEETING TO BE BROADCAST ON COMCAST CHANNEL 27  
AND VERIZON CHANNELS 41 AND 42**

**AGENDA FOR THE REGULAR BUSINESS MEETING  
OF THE COUNCIL OF WEST WINDSOR TOWNSHIP  
271 CLARKSVILLE ROAD  
TO THE EXTENT KNOWN**

**December 17, 2018**

6:00 P.M.

1. Call to Order
2. Statement of Adequate Notice – January 5, 2018 to The Times and the Princeton Packet.
3. Closed Session
4. Salute to the Flag
5. Ceremonial Matters and/or Topic for Priority Consideration

**WEST WINDSOR ARTS COUNCIL PRESENTATION**

6. Public Comment: (30 minutes comment period; 3-minute limit per person)
6. Administration Comments
7. Council Member Comments
8. Chair/Clerk Comments
9. Public Hearings
10. Consent Agenda
  - A. Resolutions
    - 2018-R274 Refund of Overpayment of 2018 Property Taxes
    - 2018-R275 Reappointment of Susan Abbey as a Member of the Zoning Board of Adjustment - Term to Expire December 31, 2022

- 2018-R276 Reappointment of Carl Van Dyke as a Member of the Zoning Board of Adjustment – Term to Expire December 31, 2022
- 2018-R277 Reappointment of Michael Garzio as an Alternate II Member of the Zoning Board of Adjustment – Term to Expire December 31, 2020
- 2018-R278 Establishing January 1, 2019 as an Official Holiday

B. Minutes

C. Bills & Claims

11. Items Removed from Consent Agenda

12. Recommendations from Administration and Council/Clerk

- 2018-R279 Authorizing a Temporary Budget Appropriation for Police Salary and Wage for 2019
- 2018-R280 Authorizing the Budget Transfer to Provide for the Transfer of Funds within the 2018 Municipal Budget
- 2018-R281 Authorizing the Insertion of Revenue into the Municipal Budget from the Division of Highway Traffic for 2018 Drive Sober or Get Pulled Over Year End Holiday Crackdown Grant - \$5,500.00
- 2018-R282 Authorizing the Mayor and Chief Financial Officer to Pay the Matching Funding to Tri-State Light and Energy for Lighting and HVAC Upgrades to the Township Municipal, Police/Court, Fire Emergency Services and Princeton Junction Firehouse Buildings under the New Jersey Board of Public Utilities Direct Install Program - \$95,007.32
- 2018-R283 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement Contract Amendment #2 with BANC3 Inc. for the Project Known as Cranbury Road Sidewalk Project Phase 2B for \$17,800.00 for a Total Not To Exceed of \$124,884.00
- 2018-R284 Authorizing the Chief Financial Officer to Increase the Professional Services Agreement with Van Cleef Engineering for Miscellaneous Engineering Services by \$1,938.00 for a Total Not To Exceed Amount - \$8,610.00
- 2018-R285 Authorizing the Business Administrator to Execute an Agreement with SkyeBrowse LTD for Collision Reconstruction Software

2018-R286 Authorizing the Mayor and Clerk to Execute a Developers  
Agreement with Praveen Kumar Nadella (PB17-01) – 17 Millstone  
Road

13. Introduction of Ordinances
14. Additional Public Comment (three-minute limit per person)
15. Council Reports/Discussion/New Business
16. Administration Updates
17. Closed Session
18. Adjournment

## RESOLUTION

WHEREAS, the Tax Collector, Kelly A. Montecinos, has certified the following taxpayers overpaid their taxes; and

WHEREAS, the Tax Collector is requesting that the overpaid taxes be refunded.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that the following refunds be made:

<u>Taxpayer</u>	<u>Refund</u>
PAYEE: Axelrod, Karen S. 44 Coneflower Lane Princeton Jct, NJ 08550 OWNER: Axelrod, Karen S. PROPERTY LOCATION: 44 Coneflower Lane BLOCK: 35 LOT: 102.43	\$1,951.30
PAYEE: Sherman, Freddie & Diane 20 Globeflower Lane West Windsor, NJ 08550 OWNER: Sherman, Freddie & Diane PROPERTY LOCATION: 20 Globeflower Lane BLOCK: 35 LOT: 106.33	\$328.33
Total	\$2,279.63

Adopted: December 17, 2018

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 17<sup>th</sup> day of December, 2018.

---

Gay M. Huber  
 Township Clerk  
 West Windsor Township

RESOLUTION

WHEREAS, the term of Susan Abbey, as a member on the West Windsor Township Zoning Board of Adjustment expires on December 31, 2018; and

WHEREAS, Susan Abbey has expressed an interest in continuing to serve on the Zoning Board of Adjustment; and

WHEREAS, it is recommended that Susan Abbey be re-appointed to serve a four-year appointment with a term to begin January 1, 2019 and expire on December 31, 2022.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the following reappointment be made to the West Windsor Township Zoning Board of Adjustment:

Susan Abbey	Member	Term to expire on 12/31/22
-------------	--------	----------------------------

Adopted: December 17, 2018

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 17th day of January 2018.

---

Gay M. Huber  
Township Clerk  
West Windsor Township

RESOLUTION

WHEREAS, the term of Carl Van Dyke, as a member on the West Windsor Township Zoning Board of Adjustment expires on December 31, 2018; and

WHEREAS, Carl Van Dyke has expressed an interest in continuing to serve on the Zoning Board of Adjustment; and

WHEREAS, it is recommended that Carl Van Dyke be re-appointed to serve a four-year appointment with a term to begin January 1, 2019 and expire on December 31, 2022.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the following reappointment be made to the West Windsor Township Zoning Board of Adjustment:

Carl Van Dyke	Member	Term to expire on 12/31/22
---------------	--------	----------------------------

Adopted: December 17, 2018

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 17th day of December 2018.

---

Gay M. Huber  
Township Clerk  
West Windsor Township

RESOLUTION

WHEREAS, the term of Michael Garzio as Alternate II Member on the West Windsor Zoning Board of Adjustment expires on December 31, 2018; and

WHEREAS, Michael Garzio has expressed an interest in continuing to serve on the Zoning Board of Adjustment; and

WHEREAS, it is recommended that Michael Garzio be re-appointed to to serve a two year appointment with a term to begin January 1, 2019 and expire on December 31, 2020.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of West Windsor hereby approves the re-appointment of Michael Garzio as Alternate II Member of the Zoning Board of Adjustment with a term to expire on December 31, 2020.

Adopted: December 17, 2018

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 17<sup>th</sup> day of December 2018.

---

Gay M. Huber  
Township Clerk  
West Windsor Township

RESOLUTION

WHEREAS, the Township Council's Reorganization meeting is scheduled for January 7, 2019 at which time the Township Council will designate the official holidays for Township employees for 2019; and

WHEREAS, the official holiday for New Year's Day falls on January 1, 2019.

NOW THEREFORE BE IT RESOLVED by the Township Council of the Township of West Windsor that the following day be designated as an official holiday for Township employees:

2019 Holiday

Date of Office Closing

New Year's Day

January 1, 2019

Adopted: December 17, 2018

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 17th day of December, 2018.

---

Gay M. Huber  
Township Clerk  
West Windsor Township



RESOLUTION  
TEMPORARY BUDGET

WHEREAS, N.J.S. 40A:4-19 provides that where any contract, commitment or payment to be made prior to the final adoption of the 2019 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the first payroll of the year is prior to the first Township Council Business meeting in 2019; and

WHEREAS, a temporary appropriation in the amount of \$100,000.00 is required to pay wages of the police; and

WHEREAS, this temporary appropriation will be included in the 2019 temporary budget which will be approved at the first Township Council Business meeting in 2019.

NOW, THEREFORE, BE IT RESOLVED that the following appropriation be made and a certified copy of this resolution be transmitted to the Chief Financial Officer for her review.

CURRENT FUND TEMPORARY APPROPRIATIONS - 2019

	<u>S &amp; W</u>	<u>O.E.</u>
18 Police	100,000.00	0.00

Adopted: December 17, 2018

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 17th day of December, 2018.

---

Gay M. Huber  
Township Clerk  
West Windsor Township

2018-R279

ts are  
uld be  
d

meeting

the salary and

t resolution

l that  
cords:

TOTAL  
100,000.00

ouncil

## TRANSFER RESOLUTION 2018 APPROPRIATIONS

WHEREAS, N.J.S.A. 40 A:4-58 provides for appropriation transfers during the last two months of any fiscal year: and

WHEREAS, it has been determined that an appropriation requires additional funding to fulfill the purpose of said appropriation:

NOW, THEREFORE BE IT RESOLVED by the Township Council of West Windsor that the following transfers be made within the 2018 local municipal budget for the Township of West Windsor.

<u>TRANSFER FROM</u> <u>ACCOUNT NAME &amp; NUMBER</u> <u>NUMBER</u>	<u>AMOUNT</u>	<u>TRANSFER TO</u> <u>ACCOUNT NAME &amp;</u>
Engineering S&W 105 30 101	\$ 20,000.00	Construction Official S&W 105 38 101
TOTAL	\$ 20,000.00	

Adopted: December 17, 2018

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 17th day of December 2018.

---

Gay M. Huber  
Township Clerk  
West Windsor Township

RESOLUTION

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF  
REVENUE IN THE BUDGET OF THE TOWNSHIP OF WEST WINDSOR  
PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any such item of revenue in the budget of the county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget, and

WHEREAS, the Director may also approve the insertion of any item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of West Windsor, in the County of Mercer, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2018 which item is now available as a revenue from monies held pursuant to the provisions of statute.

Drive Sober or Get Pulled Over Year End Holiday Crackdown Grant  
104647 \$5,500.00

BE IT FURTHER RESOLVED that a like sum of \$5,500.00 and the same is hereby appropriated under the following captions:

Drive Sober or Get Pulled Over Year End Holiday Crackdown Grant  
10660541 \$5,500.00

Adopted: December 17, 2018

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 17th day of December 2018.

---

Gay Huber  
Township Clerk  
West Windsor Township

## RESOLUTION

WHEREAS, the Township of West Windsor strives to support projects and initiatives that will benefit the residents of the Township now and into the future by exploring and adopting sustainable, economically-sound local government practices; and,

WHEREAS, the Township of West Windsor has previously participated in and continually explores alternative funding opportunities available through the New Jersey Board of Public Utilities, Office of Clean Energy in order to achieve this objective; and,

WHEREAS, On April 23, 2018, the Township Council passed Resolution 2018-R111 authorizing capital expenditures in the amount of \$42,158.87 in the form of a cash match for certain upgrades of lighting, and heating, ventilation and air conditioning (HVAC) at the West Windsor Township Municipal; Police / Court; Fire / Emergency Services and Princeton Junction Firehouse buildings associated with the New Jersey Board of Public Utilities, Office of Clean Energy Direct Install Grant Program; and,

WHEREAS, Tri-State Light and Energy, the pre-qualified state contractor for the NJBPU Direct Install Program, has completed certain upgrades at the West Windsor Township Fire and Emergency Services Facility along with certain upgrades at the Princeton Junction Volunteer Fire Station in which West Windsor Township expended \$15,763.22 of the original \$42,158.87 cash match; and

WHEREAS, Tri-State Light and Energy has provided the Township revised analyses for the Municipal Building and the Police/Court Facility which also includes funding for replacement of the two antiquated boilers located at the Police/Court Facility along with replacement of the single antiquated boiler located at the Municipal Building; and

WHEREAS, The remaining \$26,395.65 of the original \$42,158.87 cash match will be utilized towards the new cash match amount required for the Municipal Building and Police/Court Facility upgrades that the Township will be responsible for; and

WHEREAS, Approximately Twenty Eight percent, 28% (\$38,337.33) of the funding for these new upgrades will be provided by the New Jersey, Board of Public Utilities, Office of Clean Energy through the Direct Install Grant Program for the Police/Court Facility; and,

WHEREAS, Approximately Seventy Two percent, 72% (\$98,953.08) of the funding for these new upgrades is to be provided by the Township of West Windsor in the form of a cash match for the Police/Court Facility; and,

WHEREAS, Approximately Fifty Four percent, 54% (\$26,042.42) of the funding for these new upgrades will be provided by the New Jersey, Board of Public Utilities, Office of Clean Energy through the Direct Install Grant Program for the Municipal Building; and,

WHEREAS, Approximately Forty Six percent, 46% (\$22,449.89) of the funding for these new upgrades is to be provided by the Township of West Windsor in the form of a cash match for the Municipal Building; and,

WHEREAS, Certification of Funds has been received from the Chief Financial Officer and funds for said contract are available in the following line item appropriation accounts:

Police/Court Bldg General Improvements	405-2014-13018	\$22,523.53
Police/Court Bldg General Improvements	405-2015-06019	\$25,200.00
Police/Court Bldg General Improvements	405-2016-09016	\$25,200.00
Police/Court Bldg General Improvements	405-2017-21023	\$3,132.34
<u>Municipal Complex Renovations</u>	<u>405-2017-21006</u>	<u>\$18,951.45</u>
	Total	\$95,007.32

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the Mayor and Chief Financial Officer are hereby authorized to pay, on behalf of West Windsor Township, the matching funding for the upgrades at the West Windsor Township Municipal and Police / Court buildings as detailed in the Scope of Work for each facility under the Direct Install Program.

Adopted: December 17, 2018

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 17th day of December 2018.

---

Gay M. Huber  
Township Clerk  
West Windsor Township

## RESOLUTION

WHEREAS, the Township of West Windsor required professional engineering services on a consultant basis in conjunction with the project known as Cranbury Road Sidewalk Project; and

WHEREAS, BANC3, Inc. was awarded the contract on July 13, 2015, for the total contract amount of Ninety One Thousand Seven Hundred Eighty Four Dollars (\$91,784.00); and

WHEREAS, BANC3, Inc. was awarded Amendment #1 to their contract on April 4, 2016, for a revised total contract amount of One Hundred Seven Thousand Eighty Four Dollars (\$107,084.00); and

WHEREAS, there is a need for additional work for Phase 2B of the project to obtain updated survey information, redesign the sidewalk to remain within the existing right-of-way to the extent practical, prepare easement maps and descriptions where acquisitions on private property are required, and obtain required environmental permits, all as outlined in their November 16, 2018 proposal; and

WHEREAS, the amount of additional services is Seventeen Thousand Eight Hundred Dollars (\$17,800.00) for a total revised contract amount of One Hundred Twenty Four Thousand Eight Hundred Eighty Four Dollars (\$124,884.00); and

WHEREAS, Certification of Funds has been received from the Chief Financial Officer and funds for said contract are available in the following line item appropriation account:

Bicycle and Pedestrian Improvements	405-2014-13 005	\$17,800.00
-------------------------------------	-----------------	-------------

WHEREAS, said Amendment #2 to the Agreement for Professional Services has been reviewed by the Township Engineer and recommended to be executed; and

WHEREAS, services to be performed may be retained by the Township without public advertising for bids pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a) because the aforesaid services are professional in nature; and

WHEREAS, the Local Public Contracts Law requires a resolution authorizing the award of a contract for the services without competitive bidding be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor as follows:

- 1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township, Amendment #2 to the Agreement for Professional Engineering Services with BANC3, Inc. of Princeton, NJ.
- 2) This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law.

- 1) All other terms and conditions of the Agreement with BANC3, Inc. dated July 13, 2015 remain in full force and effect.
- 4) An Executed copy of the revised Agreement between the Township and BANC3, Inc. and a copy of this Resolution shall be on file and available for public inspection in the office of the Township Clerk

Adopted: December 17, 2018

I hereby certify that the above resolution was adopted by the West Windsor Township Council at its meeting held on the 17th day of December 2018.

---

Gay M. Huber  
Township Clerk  
West Windsor Township



## RESOLUTION

WHEREAS, the Township of West Windsor entered into a professional services agreement with Van Cleef Engineering Associates on January 29, 2018 (Resolution 2018-R056A) for professional engineering services on a consultant basis for inspection and certification of construction performed by developers, conformance reviews, and miscellaneous engineering projects as assigned; and

WHEREAS, Certifications of Funds for the contract have been received from the Chief Financial Officer and funds for said contract were available in the following line item appropriation account:

<u>Engineering-Consultant Services</u>	<u>105-30-210</u>	<u>\$ 6,672.00</u>
Account Title	Account Number	Amount to date

WHEREAS, the scope of work authorized in the original contract remains in force and effect; and

WHEREAS, the Chief Financial Officer has certified that funds are available for said contract in the following line item appropriation accounts:

<u>Engineering-Consultant Services</u>	<u>105-30-210</u>	<u>\$1,938.00</u>
Account Title	Account Number	Amount

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the Chief Financial Officer is hereby authorized to increase the current contract amount to date of \$6,672.00 with Van Cleef Engineering Associates to a revised contract amount of \$8,610.00.

Adopted: December 17, 2018

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 17th day of December 2018.

---

Gay M. Huber  
Township Clerk  
West Windsor Township

RESOLUTION

WHEREAS, West Windsor Township needs to acquire collision reconstruction software for our small unmanned aerial system; and

WHEREAS, SkyeBrowse, LTD, 10 Washington Road, Cranbury, New Jersey 08512, is a provider of such reconstruction software; and

WHEREAS, SkyeBrowse, LTD in exchange for in-field testing of their collision reconstruction software, shall provide the software at no cost to the Township of West Windsor.

NOW, THEREFORE, BE IT RESOLVED, by the West Windsor Township Council that the Business Administration is authorized to sign the agreement between SkyeBrowse, LTD and the Township of West Windsor.

Adopted: December 17, 2018

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 17<sup>th</sup> day of December 2018.

---

Gay M. Huber  
Township Clerk  
West Windsor Township

RESOLUTION

WHEREAS, on July 19, 2017, the West Windsor Township Planning Board approved the application (PB17-01) Praveen Kumar Nadella for a minor subdivision; and

WHEREAS, a condition of approval is the execution by the Developer of a Developer's Agreement with the Township, as prepared by the Planning Board's Counsel; and

WHEREAS, the Developer's Agreement appended hereto has been prepared and executed; and

WHEREAS, such Developer's Agreement accurately reflects the conditions stated in the Resolution of Memorialization; and

WHEREAS, it would be in the best interest of the Township to execute such Developer's Agreement; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor on this 17<sup>th</sup> day of December, 2018 that the Mayor and Township Clerk are hereby authorized and directed to execute a Developer's Agreement in the form attached hereto.

Adopted: December 17, 2018

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 17<sup>th</sup> day of December 2018.

---

Gay M. Huber  
Township Clerk  
West Windsor Township