

APPROVED: April 9, 2018

WEST WINDSOR TOWNSHIP COUNCIL
BUDGET SESSION #3
February 26, 2018

CALL TO ORDER: President Miller called the meeting to order at 9:33 A.m.

STATEMENT OF ADEQUATE NOTICE

This is to advise that the notice requirement provided for in the "Open Public Meetings Act" has been satisfied. Notice of this meeting was properly given and transmitted to The Times and Princeton Packet; filed with the Clerk of the Municipality; and posted in the West Windsor Township Municipal Building at North Post and Clarksville Roads on February 23, 2018.

ATTENDEES: President: Miller; Vice President: Manzari; Council: Bahree, Geevers, Hamilton; Mayor: Marathe; Business Administrator: Schmid; Township Clerk: Young

PUBLIC COMMENT

None.

Department of Township Clerk

Ms. Young highlighted several 2017 Accomplishments and spoke about the hiring of a new employee for the Clerk's Office. She spoke about the goals for 2018 including outsourcing scanning for various departments for easy access of documents in the Laserfiche System.

Ms. Young spoke about the increased funding for Advertising because a transfer of funds was needed in 2017 from the Consultant line item into Advertising due to the increase of notifications for contracts, ordinances, and the sale of a new hotel/motel exception liquor license. She noted that she reduced the Consultant line item to maintain a budget with no increase for 2018.

Ms. Hamilton asked about what consultants the Clerk's office utilizes.

Ms. Young explained that Tab Shredding is used for the disposal of documents, and Storage Engine for the maintenance of the Laserfiche System and for scanning of documents for access in the system.

Ms. Manzari inquired about the increase to Council's budget for Technical/Special Supplies.

Ms. Young advised that this line item is utilized for Council events such as Memorial Day Parade, Veterans Day Celebration, proclamations, and other ceremonial matters. She noted that she would provide Council with the details of this line item.

Legal/Litigation Budget

Ms. Schmid outlined the detail of each legal and litigation line item to include:

- Ruderman: Labor Attorney
- Parker McCay: Township Attorney and litigation
- Haushalter: assistance for the Tax Appeals
- Sockler Realty: appraisal assistance
- Melchionne: expert for animal control issues
- West Windsor Escrow for Special Master: affordable housing issues
- Miller, Porter, Muller: affordable housing and planning
- Other: miscellaneous funds for legal and litigation

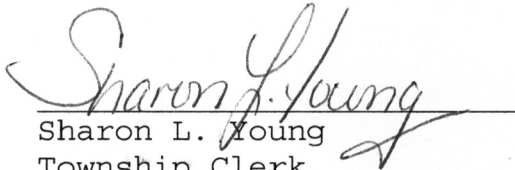
Ms. Schmid noted that the overall budget for legal expense was reduced by \$20,000 for 2018. She advised that labor negotiations and collective bargaining will commence soon because the labor contracts expire at the end of 2018.

Ms. Schmid spoke about the budget funds for consultant and legal fees associated with affordable housing. She noted several ongoing cases that the Township is still litigating.

Council addressed questions and discussion ensued regarding the Township legal and litigation budgets.

Motion to adjourn: Manzari
Second: Geevers
VV: All approved

The meeting was adjourned at 10:23 p.m.


Sharon L. Young
Township Clerk
West Windsor Township