

APPROVED AS AMENDED: April 25, 2022

WEST WINDSOR TOWNSHIP COUNCIL
BUDGET SESSION #3
March 18, 2022

CALL TO ORDER: President Gawas called the meeting to order at 10:00 a.m.

ROLL CALL: Gawas, Geevers, Mandel, Stevens, Whitfield

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 18, 2022.

ATTENDEES: President: Gawas; Council: Geevers, Mandel, Stevens, Whitfield; Business Administrator: Schmid; Chief Financial Officer: Mauder; Township Clerk: Huber

SALUTE TO THE FLAG

Ms. Huber led the salute to the flag.

President Gawas wished everyone a Happy Holi.

PUBLIC COMMENT

No comments.

DEPARTMENT OF ADMINISTRATION

Buildings & Grounds

Mr. Aronson reviewed his roles and responsibilities and handed out a picture of the Fire and Emergency Services Pole Barn to members of Council and invited them to see the facility. He advised currently he is working on the installation of the Police generator which should be complete by June. Mr. Aronson noted that he is also working on the following projects: generator specifications for the Division of Health and Recreation building; bidding documents to demolish the Censoni House; sidewalk replacement at the Princeton Junction Volunteer

Fire Company. He provided an update on the municipal building renovations and noted we are awaiting installation of the elevator. Mr. Aronson advised that once the interior renovations are completed he will be working on landscaping and new railings.

Ms. Mandel inquired when the elevator will be completed.

Mr. Aronson reported it should take two to three weeks to install and then we have the State come in and do the final inspection. He noted the building renovations should be completed mid to late summer.

Mr. Aronson advised his operating budget has remained flat.

Ms. Mandel inquired if the window at the Schenck Farm had been fixed and if there are funds in the operating budget for repainting the interior of the Schenck Farm.

Mr. Aronson advised the window has been repaired, but there is currently no funding for the painting.

Mr. Mauder noted with the current fund raising occurring for the Historical Society maybe some of those funds could be used to defray the cost of painting the interior.

Mr. Maszczak provided an overview of the Township's network needs.

2022 DEPARTMENT OF ADMINISTRATION CAPITAL PROJECTS

Network, Computer, Printer, Scanner, Software Replacement and/or Upgrade - \$200,000

Mr. Maszczak reviewed the equipment needs.

Ms. Geevers inquired if the Township is prepared for cyber-attacks.

Mr. Maszczak advised we are as prepared as we can be and noted training of staff and elected officials occurs twice a year.

Discussion ensued over the Township's backup procedures and updating of laptops, etc.

Mr. Maszczak noted Windows 10 is being supported until 2025 so there is no need to rush to update to Windows 11 at this time.

General Improvements - Municipal Complex - \$25,000

Annual program

General Improvements - Health & Recreation Building - \$25,000

Carpet and Flooring Replacement - Senior Center Building - \$25,000

Health/Recreation Emergency Generator - \$75,000

This generator will support the entire building to include the post office.

Members of Council inquired about the placement of solar on the various municipal buildings. The idea of solar shingles was brought up.

Mr. Aronson advised the buildings are not structurally setup for solar. He noted he would look into other options.

Security System Upgrade Projects for Various Municipal Buildings - \$10,000

Continuation of upgrades

West Windsor Arts Center General Improvements - \$5,000

Ms. Geever's inquired about the previous sewer line issues that have occurred at this building.

Mr. Aronson advised the sewer line can be relocated to come out to the main line on Alexander Road at some future time. He reported Arts Council staff were shown how to properly dispose of paints.

Interior Improvements - Senior Center Building - \$25,000

Funds are allocated for the replacement of windows that are leaking.

General Improvements - Schenck Historical Farmstead - \$25,000

Funds will be used for roof replacement on barn and window replacement. These funds cannot be used for cosmetic repairs.

PJ Fire Station Infrastructure Improvements - \$50,000

Replacement of sidewalk and drainage improvements

Ms. Mandel inquired about the solar project that was to take place at the firehouse.

Mr. Aronson advised he is not aware of the status of that project.

Administration

Mr. Mauder advised that there is a slight increase of \$5,500 in the Technical Computer Supplies line item in the operating budget.

Tax Collector

Ms. Kelly Montecinos reviewed the roles and responsibilities of this office. She advised a secure drop box has been installed for residents to have 24/7 access to drop off both tax and sewer payments. Ms. Montecinos reported more residents are using the on-line payment system. She advised the Tax Sale was held on-line and was very successful. Ms. Montecinos advised notices are posted as necessary for updates for residents on the Township web-site and Facebook. She also noted there is an on-line notification service residents can sign up for. Ms. Montecinos advised her operating budget remains flat for 2022.

A short discussion ensued over sewer payments and a Council suggestion was made to advise residents that they have the option of paying both payments at the same time if they so choose. Ms. Montecinos agreed and this will be noted on the next sewer billing.

CLERK'S OFFICE

Ms. Huber read a notice into the record with regard to the recording of meetings and noted she hopes the problems have been resolved with the audio. She noted the Clerk's Office continued to provide all services and that meetings continue to go out via Zoom and YouTube. Ms. Huber also noted having the laserfiche scanning program helps both with OPRA responses and departments being able to share information easily. She reported there is no change in her operating budget for the Clerk's Office, that an increase of \$16,500 was necessary due to statutory requirements in the Election Budget and the Council budget increased by \$1,500.

MAYOR'S OFFICE

Mr. Mauder reported the Mayor's operating budget remains the same.

PUBLIC COMMENT

None

Motion to take a 10 minute break was made; all approved.

CLOSED SESSION

Motion to go into closed session: Mandel
Second: Geever
VV: All approved

Ms. Huber read the closed session resolution into the record:

Whereas, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting; and

Whereas, the Township Council of West Windsor Township has deemed it necessary to go into closed session to discuss certain matters which are exempted from the public; and

Whereas, the regular meeting of this Township Council will reconvene; and

Whereas, the below stated subject matter shall be made available at such time as the issues discussed therein are resolved and its disclosure would not subvert any particular exception for convening a closed session.

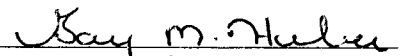
Now, therefore, be it resolved that the Township Council of the Township of West Windsor will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12: For the discussion of personnel

Meeting reconvened at: 12:55 p.m.


ADJOURNMENT

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

The meeting was adjourned at 12:55 p.m.



Gay M. Huber
Township Clerk
West Windsor Township



Sonia Gawas
Council President
West Windsor Township