

**PRINCETON COUNCIL MEETING**  
**March 11, 2013**

A meeting of the Mayor and Council of Princeton was held on this date at 7:00 p.m. in the Main Meeting Room, Princeton Municipal Building, 400 Witherspoon Street.

**PLEDGE OF ALLEGIANCE**

Council and the audience participated in the Pledge of Allegiance.

**NOTICE OF MEETING**

The Deputy Clerk read the following statement.

The following is an accurate statement concerning the providing of notice of this meeting and said statement shall be entered in the minutes of this meeting. Notice of this meeting as required by Sections 4a, 3d, 13 and 14 of the Open Public Meetings Act has been provided to the public in the form of the 2013 Schedule of Regular Meetings. On January 1, 2013 at 2:15 p.m., said schedule was posted on the official bulletin board in the Municipal Building, transmitted to the Princeton Packet, the Trenton Times, the Trentonian, the Town Topics, and filed with the Municipal Clerk.

**ROLL CALL**

The Deputy Clerk then called the roll.

Present: Ms. Butler (7:12pm), Ms. Crumiller, Ms. Howard, Mr. Liverman, Mr. Miller, Mr. Simon and Mayor Lempert.

Absent: None.

Also Present: Mr. Bruschi, Ms. Monzo, Mr. Kiser and Michael Petrone, Esq.

**COMMENTS FROM THE PUBLIC**

Anne Waldron Neumann, 22 Alexander Street, distributed and spoke in regards to her op-ed piece recently published in the Princeton Packet concerning the Dinky and she asked Council to petition the Historic Preservation Commission in regards to the application filed with the Commission as to when this item will be scheduled on an agenda. Ms. Crumiller asked about the process of scheduling items on the Historic Preservation Commissions agendas. Mr. Bruschi said he will look into the process.

Retired Police Chief Anthony Gaylord addressed Council in regards to items in the newspaper recently concerning his retirement. He stated that he would no longer stand by and have his record and reputation tarnished. He said he was not forced out, he retired simply retired.

March 11, 2013

## **PRESENTATION**

Ben Stentz, Recreation Director, shared with Council the award given to the Princeton Recreation Department for the Excellence in Design Award from the New Jersey Parks & Recreation Association for the 2012 renovation of Community Park Pool.

Deanna Stockton, Assistant Engineer also shared with Council the award the Engineering Department received by the Professional Engineers Society of Mercer County for the 2012 Project of the Year Award for the Rehabilitation of Mountain Lakes Dams and Dredging of the Lakes.

Ben Stentz also reported that the January 18<sup>th</sup> Bill Scheide Birthday Benefit Concert to benefit Community Park Pool raised \$77,000 towards their goal of one million.

## **WORK SESSION**

### **-Progress Report – 2013 Priority List**

Mayor Lempert said that the priorities listing reflected over 200 items discussed by Council at the beginning of the year and that it is a living document.

Administrator Bruschi stated that he will provide Council with periodic updates and that a good dent has already been made in the list. He asked Council Liaisons to Boards, Commissions and Committees to bring to their attention items on the list that will require the Boards assistance to complete.

Ms. Butler questioned item #18 New/alternative revenue sources – she asked what mechanisms do we have in place to do this; we do not have control of what School and County do.

Jan Weinberg asked if a Council member was a liaison to the County. Mayor Lempert said no but that County representatives will be attending the next Citizens Finance meeting to report on the budget.

(priority list attached)

## **REPORTS**

Ms. Crumiller :

- TV-30 will be moving into the Monument Drive Building
- CATV Franchise agreement is coming due and the Cable Committee will be working on renewal of an agreement
- Shade Tree inventory for the former Township is about a quarter of the way done and all information is up on the website at [princetonshadetree.org](http://princetonshadetree.org)

March 11, 2013

Mr. Liverman:

- Corner House Benefit April 12<sup>th</sup>
- The Affordable Housing workshop held March 9<sup>th</sup> was very successful. The day-long event went over process, procedures and the history of affordable housing in Princeton
- PADA will review underage drinking ordinance
- Princeton Housing Authority – Social worker is available for services for both Clay Street and Redding Circle residents
- Firehouse expansion committee will be meeting soon

Ms. Butler:

- Valley Road Building/Alternative Reuse Committee gathering more information and will go back to the School Board.
- Legal Committee met and is working to amend the Legal Professional Services Agreement. Also working on a tracking mechanism.

Mr. Simon:

- Transco Pipeline will be holding an Open House on April 11 at 6:30pm, at the Community Center in Montgomery and a Princeton University grassroots group will be holding a discussion on March 27 at 7:00pm at McCosh concerning the pipeline expansion.

Mayor Lempert:

- Meeting of March 25 has been cancelled and rescheduled for April 1, 2013
- Meet the Mayor rescheduled for March 28<sup>th</sup>, 400 Witherspoon Street, 5-7pm and Ms. Crumiller will be joining her.
- Thanks to Princeton Touring Company for a successful PiDay
- Citizen Finance Committee working on 2013 budget for introduction on April 1st
- Personnel Committee working on the Conflict of Interest Policy and the Personnel Manual
- Public Works Committee is working on recycling for Communiversity and also noted the great job on refinishing the benches along Nassau Street
- Police Survey is on line for residents to fill out.

Mr. Simon added that brush and leaf scheduled will be going out very soon and first pickup will begin in April.

**CONSENT AGENDA** – Contains items of a routine nature, which are approved by a single vote.

a. Bills and Claims

b. Maintenance/Performance Guarantee:

- Westerly Road Church, Reduction of Performance Guarantee to a new amount of \$1,880,195.16

c. Professional Services Agreements:

- Supplemental Agreement, Karen Cayci, Esq., Institute for Advanced Study, Faculty Housing Site Plan, Not to Exceed \$8,000.
- Karen Cayci, Esq., 2013 Zoning Board Attorney, Not to exceed \$20,000.
- Maeve Cannon, Supplemental 2012, Not to exceed \$17,263.21

March 11, 2013

- Steve Barcan, Supplemental 2012, Not to exceed \$8,286.07
- Van Cleef Engineering Associates, Inspection Services for Municipal Sanitary Sewer Rehabilitation Projects, Not to Exceed \$15,000.

- d. Resolution: Appointments, Boards and Commissions
- e. Resolution: Approval for Junior Membership in the Princeton Fire Department, Kevin Quinn
- f. Resolution: Banner Request for the Arts Council of Princeton for Communiversity, to be hung over Washington Road, April 22 – 29, 2013
- g. Resolution: Approving A Motion Picture License Application for the Garden Theatre for 2013.

A motion to approve the consent agenda as read was made by Mr. Liverman, seconded by Mr. Miller and carried unanimously.

(Resolutions and bills and claims appended)

#### STAFF REPORTS

Deanna Stockton, Assistant Engineer reported on progress being made at the Monument Building for Corner House to relocate. They are hopeful that this will begin by May 1<sup>st</sup>.

Gary DeBlasio reported on the Cherish the Children award given to the PADA.

Mr. Kiser, Engineer reported on the status of the Ewing Street Project and Westerly Road Sanitary Sewer Project.

#### CLOSED SESSION

A motion to enter into closed session was made by Mr. Liverman, seconded by Mr. Simon and carried unanimously.

#### RESOLUTION

TO GO INTO CLOSED SESSION  
(Open Public Meetings Act Sec.3)

BE IT RESOLVED by the Mayor and Council of Princeton:

1. This body will now convene into a closed session that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7B of the Open Public Meetings Act.
2. The general nature of the subject or subjects to be discussed in said session is as follows:

#### **Litigation/Personnel/ Negotiations**

3. Stated as precisely as presently possible, the following are the time when and the circumstances under which the discussion conducted at said session can be disclosed to the public:

March 11, 2013

Within 90 days or upon settlement of litigation, if applicable

Trishka Waterbury, Esq., and Michael Petrone, Esq. were present during closed session.

Ms. Waterbury, Mr. Petrone and staff updated Council on the status of the following:

- Avalon Bay
- Neumann vs Princeton, et
- Castoro vs Borough of Princeton, et al
- Henderson vs Princeton, et al
- Stockwell vs. Borough of Princeton, et al
- Carter vs Borough of Princeton, et al
- Eight Bulls
- Riley vs Borough of Princeton, et al
- Weiner vs. Borough of Princeton, et al
- BEMS Landfill
- Princeton Police

There being no further business the meeting was adjourned at 11:00 p.m.

Kathleen Brzezynski  
Municipal Deputy Clerk

RESOLUTION

TO GO INTO CLOSED SESSION  
(Open Public Meetings Act Sec.3)

BE IT RESOLVED by the Mayor and Council of Princeton:

1. This body will now convene into a closed session that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7B of the Open Public Meetings Act.
2. The general nature of the subject or subjects to be discussed in said session is as follows:  

Litigation/Personnel
3. Stated as precisely as presently possible, the following are the time when and the circumstances under which the discussion conducted at said session can be disclosed to the public:

Within 90 days or upon settlement of litigation, if applicable

Date: 3/11/13

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**RESOLUTION  
OF THE MAYOR AND COUNCIL  
OF PRINCETON  
APPROVING A MOTION PICTURE THEATRE LICENSE  
APPLICATION FOR THE GARDEN THEATRE FOR 2013**

**WHEREAS**, The Garden Theatre, Inc. located at 160 Nassau Street, Princeton, NJ with a corporate address of 11 Kipp Avenue, Lodi, New Jersey has applied for a license to operate two auditoriums as required by Borough Ordinance 5-29; and

**WHEREAS**, in accordance with Borough Ordinance 5-30 the applicant has submitted an application in writing requesting that the Council approve their application for the use as a movie theatre; and

**WHEREAS**, in accordance with Borough Ordinance 5-32 the Garden Theatre, Inc., has submitted the proper fee in the amount of \$500 for each auditorium totaling \$1,000; and

**NOW THEREFORE BE IT RESOLVED** that the Mayor and Council hereby approve the request of The Garden Theatre, Inc., to operate two auditoriums within the theatre located at 160 Nassau Street for 2013.

Councilperson	Absent	Present	1 <sup>st</sup>	2 <sup>nd</sup>	Yea	Nay	Abstain	Disqualified
Ms. Butler					✓			
Ms. Crumiller					✓			
Ms. Howard					✓			
Mr. Liverman			✓		✓			
Mr. Miller				✓	✓			
Mr. Simon					✓			
Mayor Lempert								

I, LINDA McDERMOTT, Clerk of Princeton, do hereby certify that the above is a true and complete copy of a resolution adopted by the Mayor and Council of said Princeton at a meeting held March 11, 2013

IN WITNESS WHEREOF, I hereunto set my hand and affix the corporate seal of said Princeton, this 11<sup>th</sup> day of March, 2013.

\_\_\_\_\_  
LINDA McDERMOTT  
Princeton Clerk

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**RESOLUTION  
OF THE MAYOR AND COUNCIL OF PRINCETON  
APPROVING THE PLACEMENT OF A BANNER AS REQUESTED  
BY ARTS COUNCIL OF PRINCETON.**

**WHEREAS**, The Arts Council of Princeton for Communiversiy; and

**WHEREAS**, The Arts Council of Princeton has requested permission to install a banner over Washington Road in Princeton with approval of the Office of Community and Regional Affairs at Princeton University beginning Monday, April 22, 2013 through Monday, April 29, 2013 to advertise this event to the entire Princeton Community; and

**WHEREAS**, this banner will be promptly removed after its use as required by Princeton ordinances; and

**WHEREAS**, in accordance with Borough Ordinance 3-17 any banner that is removed by the Borough will be held by the Borough for thirty (30) days and then disposed of; and

**WHEREAS**, in accordance with Borough Ordinance 3-17 any applicant failing to remove a banner will not be permitted to display any banner for the succeeding two years; and

**NOW THEREFORE BE IT RESOLVED** that the Mayor and Council hereby approve placement of said banner on Washington Road in accordance with Borough Ordinances 3-14-3-17.

I, Linda S. McDermott, Clerk of Princeton, County of Mercer , State of New Jersey, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council at its meeting held March 11, 2013.

\_\_\_\_\_  
Linda S. McDermott

3-11-13

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**RESOLUTION  
OF THE MAYOR AND COUNCIL  
OF PRINCETON  
APPROVING FIRE DEPARTMENT APPLICATION  
JUNIOR FIREFIGHTER MEMBERSHIP FOR  
KEVIN QUINN**

**WHEREAS**, Kevin Quinn has met all requirements of Borough of Princeton Code of Laws, Chapter 14, Section 28(a) through 28(d) as a Junior Firefighter of Mercer Engine Company #3; and

**WHEREAS**, the membership application has been reviewed by the municipal officers; and

**NOW THEREFORE BE IT RESOLVED** that the Mayor and Council of Princeton hereby approve the application for membership to the Office of the Princeton Administrator, the Fire Chief and Fire Company.

Councilperson	Absent	Present	1 <sup>st</sup>	2 <sup>nd</sup>	Yea	Nay	Abstain	Disqualified
Ms. Butler					✓			
Ms. Crumiller					✓			
Ms. Howard					✓			
Mr. Liverman			✓		✓			
Mr. Miller				✓	✓			
Mr. Simon					✓			
Mayor Lempert								

I, LINDA McDERMOTT, Clerk of Princeton, do hereby certify that the above is a true and complete copy of a resolution adopted by the Mayor and Council of said Princeton at a meeting held March 11, 2013

IN WITNESS WHEREOF, I hereunto set my hand and affix the corporate seal of said Princeton, this 11<sup>th</sup> day of March, 2013.

\_\_\_\_\_  
LINDA McDERMOTT  
Princeton Clerk

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**Mayor and Council  
PRINCETON**

**RESOLUTION**

**BE IT RESOLVED** by the Mayor and Council of Princeton:

The following persons are hereby appointed to Princeton Boards, Commissions and Committees:

<b>Board, Commission &amp; Committee</b>	<b>Term of Office</b>
PADA Nousheen Thakur	2 years
SHADE TREE Joanne Diez, Alternate II	4 years
LOCAL IMPROVEMENT BOARD Elizabeth Hoover	2 years
SPRAB Wendy Kaczerski (PEC rep)	1 year
EMERGENCY PREPAREDNESS TASK FORCE Capt. Nick Sutter Bob Gregory Grace Sinden Mark Scheibner	

I, **Linda S. McDermott**, Municipal Clerk of Princeton, County of Mercer, State of New Jersey, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council of Princeton at its meeting held March 11, 2013.

\_\_\_\_\_  
Linda S. McDermott  
Township Clerk

3-11-13  
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**RESOLUTION 2013-R  
OF THE MAYOR AND COUNCIL OF PRINCETON  
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT  
FOR PROFESSIONAL SERVICES  
TO VAN CLEEF ENGINEERING ASSOCIATES  
FOR INSPECTION OF SANITARY SEWER REHABILITATION PROJECTS**

WHEREAS, the Mayor and Council of Princeton has a need to acquire professional engineering services as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 and/or N.J.S.A. 19:44A-20.5*; and,

WHEREAS, the services to be performed are professional services which are exempt from public bidding under the Local Public Contracts Law, *N.J.S.A. 40A:11-1 et seq*; and

WHEREAS, the anticipated term of this contract is to and including December 31, 2013; and

WHEREAS, Van Cleef Engineering Associates has submitted a proposal dated March 4, 2013 indicating they will provide services and other related duties as follows:

With respect to Municipal Sanitary Sewer Rehabilitation Projects, Provider will provide inspection of such construction projects administered directly by the Princeton Sewer Operating Committee or by Princeton as part of a roadway reconstruction project. The services are further described in the attached Exhibit A.

WHEREAS, under this contract, the Provider shall at all times act as an independent professional contractor and not as an employee of Princeton, and shall have no authority to act as an agent or representative of Princeton or to enter into any financial or other contractual commitment on behalf of Princeton without the prior written approval of same granted in accordance with the law. The Agreement shall be effective to and including December 31, 2013.

WHEREAS, Princeton shall pay the Provider an amount not to exceed Fifteen Thousand Dollars (\$15,000.00) in accordance with a rate schedule, a copy of which is attached to the Professional Services Agreement; and

WHEREAS, Van Cleef Engineering Associates has completed and submitted a Business Entity Disclosure Certification which certifies that Van Cleef Engineering Associates has not made any reportable contributions to a political or candidate committee in Princeton in the previous one year, and that the contract will prohibit Van Cleef Engineering Associates from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer has certified that funds are available under Current Account No. C-04-11-019-301 (Ordinance # 2011-19, Sewer Operating Trust Fund); and

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NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of Princeton authorizes the Mayor and Municipal Clerk to execute a contract with Van Cleaf Engineering Associates as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that a notice of this action shall be published in the Princeton Packet as required by law within ten (10) days of its passage.

I, Linda S. McDermott, Clerk of Princeton, County of Mercer, State of New Jersey, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council of Princeton at its meeting held on March 11, 2013.

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Linda S. McDermott, Clerk

**RESOLUTION 2013-R  
OF THE MAYOR AND COUNCIL OF  
PRINCETON AMENDING THE AGREEMENT FOR LEGAL SERVICES FOR THE  
YEAR 2012 BETWEEN PRINCETON AND STEPHEN BARCAN OF WILENTZ,  
GOLDMAN & SPITZER, P.A.**

WHEREAS, the Borough of Princeton (the "Borough") entered into an agreement ("Agreement") with Stephen Barcan of Wilentz, Goldman & Spitzer, P.A. for legal services for the year 2012, which the Borough Council approved through the adoption of Resolution No.: 2012-R109 and Resolution No. 2012-R286; and,

WHEREAS, Princeton and Stephen Barcan of Wilentz, Goldman & Spitzer, P.A. have agreed to amend the Agreement as described herein.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of Princeton, as follows:

1. The Agreement between Princeton and Stephen Barcan of Wilentz, Goldman & Spitzer, P.A. is amended to increase the amount by \$8,286.07 not to exceed \$46,973.41 through December 31, 2012.
2. The Borough's Chief Financial Officer has certified the availability of funds for this amended Agreement.

Councilperson	Absent	Present	1 <sup>st</sup>	2 <sup>nd</sup>	Yea	Nay	Abstain	Disqualified
Ms. Butler					✓			
Ms. Crumiller					✓			
Ms. Howard					✓			
Mr. Liverman			✓		✓			
Mr. Miller				✓	✓			
Mr. Simon					✓			
Mayor Lempert								

I, LINDA MCDERMOTT, Clerk of Princeton, do hereby certify that the above is a true and complete copy of a resolution adopted by the Mayor and Council at a meeting held March 11, 2013.

IN WITNESS WHEREOF, I hereunto set my hand and affix the corporate seal of, this 11<sup>th</sup> the day of March, 2013.

\_\_\_\_\_  
Linda McDermott  
Clerk

3-11-13  
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**RESOLUTION 2013-R  
OF THE MAYOR AND COUNCIL OF PRINCETON  
AMENDING THE AGREEMENT FOR LEGAL SERVICES  
FOR THE YEAR 2012 BETWEEN PRINCETON AND HILL WALLACK LLP**

WHEREAS, the Borough of Princeton (the "Borough") entered into an agreement ("Agreement") with Hill Wallack LLP for legal services for the year 2012, which the Borough Council approved through the adoption of Resolution No.: 2012-R07 and Resolution No. 2012-R285; and,

WHEREAS, Princeton and Hill Wallack LLP have agreed to amend the Agreement as described herein.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of Princeton, as follows:

1. The Agreement between Princeton and Hill Wallack LLP is amended to increase the amount by \$17,263.21 not to exceed \$224,206.91 through December 31, 2012.
2. The Borough's Chief Financial Officer has certified the availability of funds for this amended Agreement.

Councilperson	Absent	Present	1 <sup>st</sup>	2 <sup>nd</sup>	Yea	Nay	Abstain	Disqualified
Ms. Butler					✓			
Ms. Crumiller					✓			
Ms. Howard					✓			
Mr. Liverman			✓		✓			
Mr. Miller				✓	✓			
Mr. Simon					✓			
Mayor Lempert								

I, LINDA MCDERMOTT, Clerk of Princeton, do hereby certify that the above is a true and complete copy of a resolution adopted by the Mayor and Council of at a meeting held March 11, 2013.

IN WITNESS WHEREOF, I hereunto set my hand and affix the corporate seal of said Princeton, this 11<sup>th</sup> the day of March, 2013.

\_\_\_\_\_  
Linda McDermott  
Clerk

3-11-13  
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COUNTY OF MERCER

PRINCETON

STATE OF NEW JERSEY

RESOLUTION

WHEREAS, the Princeton Zoning Board of Adjustment ("Board"), pursuant to *N.J.S.A. 40:55D-71(b)* requires the services of legal counsel during the calendar year 2013; and

WHEREAS, said Board has appointed Karen L. Cayci, Esq. of the firm of Herbert Van Ness Cayci & Goodell, PC as its legal advisor during the calendar year 2013; and

WHEREAS, said Board has recommended to Princeton that pursuant to the provisions of the New Jersey Local Public Contracts Law, *N.J.S.A. 40A:11-1 et seq.* that a Resolution be adopted awarding a Contract for "Professional Services" without competitive bidding to Karen L. Cayci, Esq. and that the award of said Contract to be publically advertised as required by law.

NOW, THEREFORE, BE IT RESOLVED by the Princeton Council, as follows:

1. The Mayor and Clerk of Princeton are hereby authorized and directed on behalf of the Princeton Zoning Board of Adjustment to enter into a Professional Services Agreement with Karen L. Cayci, Esq. of the firm of Herbert Van Ness Cayci & Goodell, PC, 3131 Princeton Pike, Building 4, Suite 114, Lawrenceville, New Jersey 08648 so as to have said firm serve during the calendar year 2013 as the attorney for said Board. The sums authorized by this Resolution shall not exceed twenty thousand (\$20,000.00) dollars for routine and litigation legal services. The Agreement authorized by this Resolution is on file in the Office of the Princeton Clerk and with the Secretary of the Princeton Zoning Board of Adjustment and may be inspected during regular office hours.

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2. This Contract is being awarded without competitive bidding as a "Professional Services" Contract in accordance with the provisions of *N.J.S.A. 40A:11-5(1)(a)* of the New Jersey Local Public Contracts Law because a service will be rendered or performed by a person or persons authorized by law to practice a recognized profession and whose practice is regulated by law.
3. A notice of this action shall be published in The Princeton Packet as required by law within ten (10) days of its passage.

CERTIFICATION

I, Linda S. McDermott, Clerk of Princeton, do hereby certify that the foregoing Resolution was adopted by the Princeton Council at its meeting held on the 11<sup>th</sup> day of March, 2013.

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Linda S. McDermott, Clerk  
Princeton

**MUNICIPALITY OF PRINCETON**  
**COUNTY OF MERCER, STATE OF NEW JERSEY**

**RESOLUTION**

WHEREAS, there exists a need for legal services to assist the Planning Board of Princeton in connection with litigation entitled Princeton Battlefield Area Preservation Society, et. al. vs. Regional Planning Board of Princeton, et. al., Docket No. L1757-12; and

WHEREAS, the New Jersey Local Public Contracts Law, *N.J.S.A. 40A:11-1 et seq.* requires that a Resolution authorizing the award of a Contract for "Professional Services" without competitive bidding must be publically advertised.

NOW, THEREFORE, BE IT RESOLVED by the Council of Princeton as follows:

1. The Mayor and Clerk of the Municipality of Princeton are hereby authorized and directed to enter into an agreement for an *additional sum of \$8,000 for a new not to exceed amount of \$18,000* with Herbert, Van Ness, Cayci and Goodell, P.C., 3131 Princeton Pike, Building 4, Suite 114, Lawrenceville, New Jersey 08648 to provide for the defense of the Regional Planning Board of Princeton in the above-captioned litigation. The Professional Services Agreement authorized by this Resolution is on file in the Office of the Municipal Clerk and may be inspected during regular office hours.
2. This Agreement is being awarded without competitive bidding as a "Professional Services" Contract under the provisions of the New Jersey Local Public Contracts Law because a service will be rendered or performed by a person or persons authorized by law to practice a recognized professional and whose practice is regulated by law.
3. A notice of this action shall be published in the Princeton Packet as required by law within ten (10) days of its passage.

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CERTIFICATION

I, Linda S. McDermott, Clerk of the Municipality of Princeton, do hereby certify that the foregoing Resolution was adopted by the Princeton Council at its regular meeting held on the 11th day of March, 2013.

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Linda S. McDermott, Clerk  
Municipality of Princeton



Office of the Administrator,  
Robert W. Bruschi  
Princeton Municipal Building  
400 Witherspoon Street  
Princeton, NJ 08540  
609-924-5176

Date: March 7, 2013  
To: Mayor and Council  
FROM: Robert W. Bruschi  
SUBJECT: Priorities Update

Attached is a copy of the priorities listing that was compiled by CGR and reflects the over 200 items discussed by the Council at the beginning of the year. This list is significant but serves as a directional model for staff and governing body use to help set the work priorities outside of normal operations. The critical items/priorities to concentrate on at this time are those that are in the priority listings 1 and 2. We are currently in the time period that these items are to be focused on and ultimately addressed.

To put things into perspective we have begun work on 40 of the 47 number one priority listed items. This leaves seven that have not had any recognizable work completed to date. This accomplishment can't be looked at in isolation. It needs to be coupled with the work that has also taken place in relation to the number two priority listings. Impressive is the fact that out of the 55 items listed to be accomplished in months 3 and 4--staff, Council and in some case boards and committees have begun work on 29 of them with three being completed. This is being pointed out since staff and governing body only received the final list in early February, indicating that most of the progress has been made over a much shorter period of time than was originally intended when setting the delivery dates.

As you go through the document you will notice we have expanded the color-coding. The coding is explained below:

- The items that are highlighted in pail tangerine are ongoing efforts that don't necessarily have any specific start and or finish. While the listings may indicate a first priority or a second priority staff believes these remain priorities throughout the year.
- The items in yellow indicate that work has commenced and staff or others are continuing to work on the item.
- The items in green indicate items that are completed.

I don't think you need to spend any significant amount of time on the discussion Monday evening. This document is more to assure both you and ultimately the public that the process that you went through is indeed a roadmap and you and the staff are trying to follow it as well as tend to the normal functions of government.

C: Kathy Monzo, Linda McDermott



PFARS capital fund drive assistance  
 Interaction of Dir of Emergency Services and fire/housing inspection

		3	
	2		

Public Safety Committee  
 Public Safety Committee

**3: Public Transportation**

Expand options and access (FreeB, etc.)  
 Dinky

	2		
		2	

Traffic and Transportation Committee  
 Council

**4: Senior Services and PSRC**

Renovation of SPB bathrooms  
 Senior programming expansion

			4
		3	

Staff  
 Staff

**5: Fees and Ordinances**

Fee level review, harmonization  
 Taxi rates

	2		
		2	

Council  
 Council  
 Council

Solicitor fees

Harmonize ordinance administrative practices  
 Harmonize code requirements re: inspections, registration, etc.  
 Harmonize ordinances for historic preservation  
 Harmonize ordinances for shade trees  
 Formalize timeline for 5-year review of ordinances  
 New ordinance covering underage drinking

	2		
		2	
			2
		2	
			3
			4

Council  
 Council  
 Council  
 Historic Preservation Commission  
 Shade Tree Commission  
 Staff / Attorneys  
 Alcohol & Drug Alliance

**6: Personnel and Labor**

Salary harmonization  
 Collective bargaining agreements  
 Work from home policy  
 Harmonize policies and procedures  
 Resolve grievance concerning Health Department personnel

	2		
			1
			3
			1
			3

Personnel Committee  
 Personnel Committee  
 Personnel Committee  
 Personnel Committee  
 Personnel Committee



**9: Traffic and Parking**

- Integrate traffic, transportation and circulation element studies
- Truck traffic on Route 206
- Traffic flow and management
- Hamilton / Snowden intersection
- Wiggins / Moore intersection
- Speed limits on North Harrison
- Flashing lights at Washington and Nassau
- Traffic volume / speed on Alexander
- Adequacy of municipal parking
- Downtown parking options
- Remote parking for downtown
- Parking garage payment system
- Enforcement of "no parking" zones

			4
			4
			4
			4
			4
			4
			4
			4
	2		4
			4
			4
			4

Traffic and Transportation Committee
Staff
Downtown Task Force
Downtown Task Force
Public Works Committee
Staff

**10: Historic Preservation**

- Morven Tract Historic District
- Harmonize historic preservation ordinance
- Public awareness of historic areas

		3	
	2		
			4

Historic Preservation Commission
Historic Preservation Commission
Historic Preservation Commission

**11: Affordable Housing and Human Services**

- Harmonize affordable housing policies
- Affordable housing / human services staffing capacity
- Affordable housing access / COAH
- Proactive social infrastructure through service coordination
- Balconies of units in Griggs Farm

	2		
	2		
		3	
		3	
		3	

Affordable Housing Commission
Staff
Affordable Housing Commission
Staff
Affordable Housing Commission

"Single Source" Affordable Housing services / coordination

1		2	
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Affordable Housing Commission
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## 12: Governance, Administration and Communication

Collaborative environment for Council, staff interaction	1					Council
Respectful interactions among Council members						Council
Roles of Council vis-à-vis Administrator and staff						Council
Community Safety Leadership committee			3			Staff
Define tasks of Clerk's office		2				Staff
Define tasks of municipal attorney		2				Staff
Council access to adequate research, analysis on long-term impacts	1					Council
Administrator succession plan / Dept head succession plan			3			Personnel Committee
Use of consent agenda	1					Council
Meeting minutes	1					Council
Joint meetings of Council, Commission and Task Force						Council
Open meetings						Council
Inclusive atmosphere that encourages public input at meetings						Council
Coordination among boards, commissions and committees	1					Council
Value and support volunteer board members						Council
Task boards with key issues Council cannot address	1					Council
Public engagement	1					Council
Political climate to reflect consolidated town	1					Council
Customer service policy for staff		2				Staff
Individual / office to deal with nonprofits			3			Council
Ten-year strategic governance plan				4		Council
Redesign business processes vis-à-vis TTF recommendations			3			Council / Staff
Electronic records storage	1					IT Subcommittee
<b>Staff</b>						
Open government and transparency via technology	1					Council
Public communication via email, newsletter, hard copy						Council
Communications policy and outreach plan		2				Council / Staff
Improve website experience			2			Staff
Dashboard to monitor services, outputs, costs, etc.			2			IT Subcommittee

Establish IT Subcommittee

1			
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Council

**13: Garbage, Recycling and Organic Waste**

Enforcement of garbage ordinances

1	2		
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Public Works Committee

Availability of public trash cans throughout town, in key areas

1		3	
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Public Works Committee

Free side-yard pickup for elderly, residents on fixed income

		3	
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Public Works Committee

Uniform rollout bins

		3	
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Public Works Committee

Emptying cans on Nassau and Witherspoon with more regularity

		3	
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Public Works Committee

Garbage fee charged by the bag

		3	
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Public Works Committee

Recycling options downtown

	2	3	
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Public Works Committee

Recycling plan registrations

		3	
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Public Works Committee

Attaching recycling containers to public trash cans

		3	
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Public Works Committee

Compost program

	2		
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Public Works Committee

Public Works Committee

Rules regarding curbs to mitigate leaves, brush in street

		3	
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Public Works Committee

\* Yard signs that encourage composting

		4	
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Public Works Committee

1			
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Council

**14: Parks and Recreation**

Parks Commission (or department)

			4
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Parks Task Force?

Parks Director

			4
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Parks Task Force?

Nonresident surcharge for park usage

			4
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Recreation Board

Constructing an artificial turf field

			4
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Recreation Board

Greater dog friendly options (e.g. dog park or pool access)

			4
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Recreation Board

**15: Consolidation Process and Costs**

Additional financial savings

1			
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Staff

Tracking tax impact

1			
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CFAC

Maintenance of service levels  
 State reimbursement of transition costs  
 Implementation of remaining TTF items

1				
1				
1				

Staff / Revelstone / Council Cmtes
Mayor / Council
Council Committees

**16: University Relations**

Fostering strong, positive relationship with University  
 Formal committee to handle town-campus relations  
 PLOT agreement  
 Position on State Assembly bill A2586

	2			
		3		
1				

Council
Council
Council / CFAC
Council

**17: Legal**

Policy governing use of outside counsel  
 Tracking and monitoring of legal costs  
 Legal oversight committee  
 Council access to appropriate counsel on controversial matters  
 Cost reduction through greater use of public forums

	2			
1		2		
1				
1				

Council
Personnel Committee / Administrator
Personnel Committee / Administrator
Council
Council

**18: Budget, Financial and Taxes**

Fiscal 2013 budget  
 Budget transparency  
 Outside auditor  
 Short- and long-term financial planning  
 New / alternative revenue sources  
 Comparative study of costs and services  
 Eliminate redundancies, inefficiencies to fund new programs  
 Capital improvement budget for 2013  
 Multi-year capital budget plan  
 Roll completed vehicle inventory into replacement plan  
 Dashboard to monitor services, outputs, costs, etc.

1				
1		2		
	1			
1				4
	2			
		3		
			3	
	2			

Staff / CFAC
Staff / CFAC / IT Subcmte
Staff
Staff / CFAC
Council
CFAC
Council / Staff
Staff / CFAC
Staff / CFAC
Staff
IT Subcommittee

**19: Economic Development / Business Relations**

- Downtown kiosks in partnership with Chamber
- Development opportunities along North Nassau, Murray
- Small Business / Economic Development Commission
- Business District Commission
- Shopping locally
- Promoting community as tourist destination
- Promoting community as hub for research and development

		3		4
				4
		3		
			3	
				4
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				4

Downtown Task Force

**20: Public Health and Inspections**

- Harmonize policy on state / local fire codes in multi-fam dwellings
- Determination on rental housing inspections in multi-fam dwellings
- Inspections for issuance of Cert of Smoke Detector
- Impact of hospital's closure on health care access
- Access to quality health care and prevention services
- Promotion of healthier community
- Food security for residents

		1		
		1		
		1		
				4
			3	
				4
				4

Council / Staff
Council / Staff
Council / Staff
Public Health Board
Public Health Board
Public Health Board
Human Services Commission

**21: Infrastructure and Sewers**

- Stormwater management program review
- Consistent power outages / work with PSE&G
- Potholes
- Options for incinerator replacement at Stony Brook

			3	
			3	
			3	
				4

Flood Committee
Emergency Management Task Force
Staff / IT Subcmte (for reporting)
PSOC

**23: Walkability and Biking**

- Pedestrian safety measures at Tulane and Witherspoon
- Pedestrian safety measures at Nassau and Witherspoon
- Pedestrian safety measures along Harrison
- Improved lighting at crosswalks
- Promotion of walkability through education

				4
				4
				4
				4
				4

Traffic and Transportation Committee
T&T Cmte / Bike and Ped Cmte

- Addition of public benches throughout town
- Creation of a bike map
- Conversion of Tehune (between Bertrand, Gulick) into bike path
- Addition of bike racks on Nassau near bookstore
- Addition of gravel path around Mountain Lakes Dam

			4
			4
			4
			4
			4

Public Works Committee
Bike and Pedestrian Committee
Bike and Pedestrian Committee
Bike and Pedestrian Committee
Friends of Princeton Open Space

**24: Sustainability**

- Combating global climate change
- Modern building codes and green building rules
- Electric cars for parking enforcement team
- Princeton as "Transition Town"

			4
			4
			4
			4

Environmental Commission
Planning Board
Public Works Committee
Environmental Commission

**25: Sidewalks**

- Keeping clear of brush, ice, snow
- Enforcement of no-bike-riding-on-sidewalk ordinance
- Harmonize sidewalk replacement policy

			4
			4
	2		

Staff
Bike and Pedestrian Committee
Staff / Public Works Cmte

**26: Miscellaneous**

- "Entry point" for Hispanic community concerns
- Increased regularity, transparency of assessments
- Creation of Mercer County Connection in Princeton
- Encouraging diversity
- Entertainment options for teens
- Tightening gun control
- Reviewing organizations that receive public support
- Ensuring contractors follow rules re: tree cutting
- Reducing health care costs
- Increasing budget for tree replacement
- Using wood debris for energy production
- Preserving John Street neighborhood

			4
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			4

Human Services Commission
IT Subcommittee
Human Services Cmsn / Staff
Human Services Cmsn / Public Safety Cmte
Misc. Non-Gov Entities
Public Safety Cmte / Mayor
Shade Tree Cmsn / Staff
Personnel Committee
Shade Tree Commission
Historic Preservation Commission

