

APPROVED: June 23, 2008

WEST WINDSOR TOWNSHIP COUNCIL  
BUDGET WORK SESSION #5  
April 3, 2008

CALL TO ORDER: President Anklowitz called the meeting to order at 7:04 p.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 March 4, 2008.

ATTENDEES: President: Anklowitz; Council: Geevers, Kleinman; Business Administrator: Marion; Chief Financial Officer: Louth; Chief of Police: Pica; Deputy Township Clerk: Huber

ABSENT: Borek, Morgan

PUBLIC COMMENT

Mr. Franc Gambatese, 3 Lanark Drive, expressed his support for continuation of yearly \$200,000 for the Sidewalk Improvement Program. He suggested that the lights for the Conover Fields be budgeted through the capital program versus the open space program, and voiced his concerns regarding the proposed salary increases for the Township Council and Mayor.

Mr. Marion advised that the Sidewalk Improvement Program funding was left at \$200,000 and that the lights for Conover Fields were paid through the capital program.

Ms. Lynn Livingston, 7 Astor Court, expressed her concern with the proposed salary increase for Council. She noted that it is unwise politically and economically to increase their salaries at this time.

President Anklowitz advised that his paycheck does not cover his expenses and that he does not put in for reimbursements. He noted it is a privilege and an honor to serve the residents of West Windsor.

Ms. Kleinman voiced her support for the proposed increase and advised that it is a privilege to serve the residents of West Windsor and encouraged others to step up and run for Council.

Ms. Geevers advised that she does not support the proposed salary increases for Council or the Lexus Nexus program that is proposed in the Council budget.

President Anklowitz advised that he has already removed the \$3,600 for the Lexus Nexus program from the Council budget.

Mr. Marion advised that another meeting with Council will be necessary to wrap up the 2008 budget process.

#### POLICE DIVISION

Chief Pica advised that he strongly supports the need for an additional patrol officer and the need for an additional dispatcher.

Ms. Geevers voiced her concern on how these positions will affect future budgets.

Discussion continued regarding the need for an additional patrol officer and dispatcher for the Police Division.

Chief Pica noted that he had prepared a five-year plan, which was presented to Council during last year's budget showing an additional officer each year for the next five years. He noted that he is trying to keep ahead of the issues and to continue to provide the best service to residents without cutting programs.

Ms. Geevers suggested cutting the patrol officer out of the current budget.

President Anklowitz inquired how many officers are currently in the Community Police Unit.

Chief Pica advised that currently there is one full-time officer and a Sergeant who devotes half of his time to the Community Police Unit. He noted that in order to be pro-active with the Traffic Division the schedule of these officers has been adjusted to include working weekends.

Ms. Kleinman suggested the proposed capital improvement projects be pushed out a year for further review.

Discussion continued regarding the need for additional staff and how the Division was handling potential gang-related issues.

Chief Pica advised that currently this is being addressed through increased patrols. He advised that statistics are reviewed on a weekly and monthly basis versus yearly to keep pro-active. He noted that to maintain the Division's proactive response to a growing community one additional officer should be added to the ranks for the next five years.

#### FINANCE DIVISION

Ms. Louth gave a brief overview of the Division's accomplishments to include implementation of credit card payments, an ATM at the Police and Court Building, receiving an AAA Bond Rating, and selling municipal bonds at 3.63% interest rate. She advised that currently the Division is working on implementing online payments for tax and sewer bills.

#### DEPARTMENT OF ADMINISTRATION

Mr. Marion gave a brief overview of the accomplishments of Administration to include: bargaining unit settlements, purchasing, demolition of Township structures, technology upgrades and improvements, and shared services.

Ms. Geevers inquired about leaf and brush collection.

Mr. Marion advised that this matter is currently being reviewed with the new Acting Director of Public Works and includes review of licensing landscapers.

President Anklowitz suggested keeping the proposed Council salary increases to \$7,500 per member and that the Mayor's car allowance be included in his salary.

Ms. Kleinman voiced her support for this recommendation.

Mayor Hsueh expressed his view on the proposal and requested that his salary and car allowance remain as is.

Ms. Geevers voiced her support for leaving the Council salaries at their current level and that Council members should put in for reimbursement for legitimate expenses.

President Anklowitz inquired if a Council member can waive some or all of their salary.

Ms. Louth advised that this has happened in the past and could be done again by submitting a letter to the Finance Division.

#### REVENUES

Ms. Louth went through each of the anticipated revenue line items for Council. She noted that the fund balance anticipated to be used to support this year's budget is 4.2 million dollars, which is \$600,000 less than last year. Ms. Louth advised that State Aid anticipated for 2008 is \$2,926,930.24, which is a decrease of \$240,412.00 over 2007 aid received. She noted that construction code revenues are anticipated at \$25,000 less than in 2007. Ms. Louth advised that the \$38,000 anticipated for the school resource officer will have to be removed from the anticipated revenues due to the School Board eliminating the position. She noted that an additional \$2,800 will be added to the budget for Clean Communities Grant.

Ms. Louth advised that the total amount of anticipated revenue for 2008 is \$15,748,820, which is more than last year's anticipated revenue. She noted that the amount to be raised by Municipal Taxes is \$19,695,180, which is a 3.6 cent increase over 2007. Ms. Louth advised that starting this year municipalities can round to the nearest tenth of a penny.

Ms. Geevers requested that the alarm fee registration be revisited at a future date.

Discussion ensued over the proposed tax increase and what it would take to reduce the increase and how the new Cap Laws will affect the Township.

Ms. Geevers voiced her concern with the additional positions being proposed in this budget and having to cut them in the future.

President Anklowitz inquired what it would do if the Township applied for a cap waiver from the Department of Community Affairs.

Ms. Louth advised that she would not recommend that. She noted she has been advised that the DCA will have you deplete the Township's surplus before granting a cap waiver.

Discussion continued regarding cap waiver, surplus, school budget, capital budget costs, and how to stabilize the tax rate for the future.

Mr. Marion requested a closed session to discuss personnel changes. He handed out a worksheet of proposed changes for Council to review and give him feedback during the week.

Ms. Louth requested a consensus of Council to move forward with preparing the budget documents for April 21st.

President Anklowitz requested an additional budget meeting at the April 7<sup>th</sup> meeting.

Discussion ensued regarding the funding for the GroWW Festival, and which line item the funds should be placed under in the Council budget. Discussion also took place regarding the Cable Television Budget.

Mayor Hsueh voiced his support of the proposed budget. He noted his concern with future budgets.

Ms. Geevers requested Administration to provide costs for a parking garage in the redevelopment area.

President Anklowitz inquired if funds need to be placed in the budget for the Planning Board to review the redevelopment plan when it is finalized.

Ms. Louth advised that there are funds within the redevelopment bond for this purpose.

PUBLIC COMMENT

Mr. James Moeller, 201 Varsity Avenue, expressed his pleasure on the tight budget; however he felt that Council salaries should not be raised this year and that he has not heard any justification for the proposed increase.

CLOSED SESSION

Motion to go into closed at 10:01 p.m.: Kleinman  
Second: Geever  
VV: All approved, absent Borek, Morgan

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 10:25 p.m.

ADJOURNMENT

Motion to adjourn: Kleinman

Second: Geevers

VV: All approved, absent Borek, Morgan

The meeting was adjourned at 10:26 p.m.

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Sharon L. Young  
Township Clerk  
West Windsor Township