

APPROVED: May 5, 2008

WEST WINDSOR TOWNSHIP COUNCIL
BUDGET WORK SESSION #3
March 13, 2008

CALL TO ORDER: President Anklowitz called the meeting to order at 7:00 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 February 29, 2007.

ATTENDEES: President: Anklowitz; Council: Geevers, Kleinman, Morgan (left at 10:20 p.m.); Township Attorney: Herbert; Business Administrator: Marion; Chief Financial Officer: Louth, Coordinator, Department of Community Development: Ward; Acting Township Engineer: Korkuch; Construction Code Official: Valeri; Landscape Architect: Dobromilsky; Manager of Land Use: Surtees; Township Clerk: Young

ABSENT Borek

Mr. Morgan suggested that a chart be made to show what line items are required and those that are discretionary.

DEPARTMENT OF COMMUNITY DEVELOPMENT

Construction Division

Mr. Valeri reviewed the Construction Division's activity and project report. He spoke about special events that are hosted in the Township and the amount of time required for inspecting these events.

Ms. Kleinman inquired about the consultant services for inspections and asked about the line item for uniforms.

Ms. Ward noted that it is more cost effective and better managed to use Township personnel for inspections.

Mr. Valeri noted that boots and jackets were purchased under the line item for uniforms as per the union contract.

Ms. Louth noted that 58.4% of the budget is personnel related and informed Council that overtime was reduced by 7.69%.

Mr. Valeri explained that the fees received by the Division cover the cost of the expenses. He noted that \$250,000 of fees were waived in 2007 for County and School Board projects. Mr. Valeri informed Council that fees have not been raised in ten years.

President Anklowitz inquired about the costs for books and subscriptions. He also asked about the reason for the need for overtime.

Mr. Valeri explained the reasons for keeping all the Code Official manuals up to date and described several scenarios where overtime is required.

Engineering Division

Mr. Marion explained that the reason for the reduction in the salary and wage line item was because the Township did not have an Engineer at the present time. He noted that funding for the new Township Engineer and Assistant Engineer was included in the budget.

Mr. Korkuch reviewed all the engineering capital projects to include: Annual Road Improvement Program, Phase I & II of Pen Lyle Road reconstruction, former Princeton Junction Firehouse renovations, Bike Lane and Sidewalk Programs, Emergency Road and Drainage Repairs, NJDEP Stormwater Program, Public Land Maintenance, Traffic Signal Installations, Signal and Striping Improvements, Meadow Road Improvements, and Sanitary Sewer System.

Council addressed their questions about each of the projects and made several recommendations to include: holding the vendor who reconstructed New Village Road liable for the cost of repairs; coordinating the installation of sidewalk, curbs and bike lanes, reduction in the sidewalk repair program; changing the type of trees used for planting along the Township sidewalks; the use of four-way stop signs versus the installation of traffic signals; consideration of the purchase of additional traffic speed signs; and a review of crosswalk installations.

Discussion also ensued around the necessity to close the Alexander Bridge during construction and the impact this closure will have on traffic.

Environmental Commission

Mr. Dobromilsky noted that funding for the Commission has been consistent and was primarily for dues and a recording secretary.

Ms. Ward noted that the sustainability plan as presented to the Planning Board is available for review on the Township website.

Division of Land Use

Mr. Surtees noted that \$75,000 was removed from the Plan Endorsement budget line item and moved to the Capital Budget as per the request of Bond Counsel.

Mr. Surtees outlined his Capital Budget request to include planting of new and replacement trees. He spoke about West Windsor having won the award consistently for "Tree City USA". Mr. Surtees also outlined the funding requested for the Municipal Tract Landscaping, Plan Endorsement and the funding in the Capital Budget for the Schenck Farmstead.

Planning Board/SPRAB/Zoning Board

Mr. Surtees noted that there was an increase in consultant fees, litigation, and legal fees for the Planning Board due to the Master Plan review, ordinance review, and potential rezoning for 2008.

Mr. Surtees explained that the SPRAB's single budget line item was for a recording secretary. He also reviewed the charges to the various escrow accounts.

Mr. Surtees noted that there was a decrease in line items for legal fees and litigation for the Zoning Board's budget.

PUBLIC COMMENT

Mr. Bob Akens, 32 Windsor Drive, noted how shocked he was at the increase in taxes during this time of economic hardship.

Mr. Steven Oberheim, 7 Hathaway Drive, thanked President Anklowitz for the letter regarding the road improvements.

ADJOURNMENT

Motion to adjourn: Geevers

Second: Kleinman

VV: All approved, Borek and Morgan absent

The meeting was adjourned at 11:03 p.m.

Sharon L. Young
Township Clerk
West Windsor Township