

APPROVED: April 21, 2008

WEST WINDSOR TOWNSHIP COUNCIL  
BUDGET WORK SESSION #1  
March 6, 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, 2008.

ATTENDEES: President: Anklowitz; Council: Borek, Geevers, Kleinman (available via conference phone), Morgan; Business Administrator: Marion; Chief Financial Officer: Louth, Director of Human Services: Hary; Director of Senior & Social Services: Thornton; Manager of Parks and Recreation: Jacobs; Assistant Director of Public Works: Drummond; Township Clerk: Young

PUBLIC COMMENT

Mr. Bob Akens, 32 Windsor Drive, spoke about the bond ratings and the decrease in the stock market. He noted that this affects what the residents can afford and the Township budget.

2008 BUDGET

Mr. Marion gave a brief overview of the Municipal Budget and advised that the Municipal Budget reflects a three and a half cent increase over 2007.

DEPARTMENT OF HUMAN SERVICES

Mr. Hary noted that there are four divisions which fall under the Department of Human Services and the total increase in all four budgets is approximately \$150,000. He explained that most of this increase is dedicated to the reconstruction of the Senior Center and additional funding for furniture, and recreational programs. Mr. Hary explained that the Capital Budget cost of \$900,000 is for the renovation of the old Police trailer which currently houses the Department of Human Services. He noted that the total renovation costs are divided into 2008 and 2009.

Division of Senior and Social Services

Ms. Thornton gave an update on the Senior Center Expansion Project and advised that the Friends of West Windsor Senior Citizens have raised almost \$47,000 for enhancements to the Center. She explained that the Center added additional programs during 2007 to include music appreciation and a new yoga class. Ms. Thornton advised that the Senior Center accreditation process was complete and will be effective through 2012. She reviewed the senior busing program and noted that the Capital Budget reflected the acquisition of a bus which will hold up to sixteen passengers. Ms. Thornton noted that salary for a bus driver was also included in her Municipal Budget.

Mr. Marion noted that there was potential for a shared services agreement for the repairs and maintenance of the bus. He noted that the bids for Phase I on the Senior Center will be available by the end of April and a contract should be awarded in May. Mr. Marion also explained that \$500,000 was placed in the Capital Budget for 2010 and 2011 for Phase II of the Senior Center reconstruction.

Division of Parks and Recreation

Mr. Hary noted that the Division is independent under this form of government and is funded through the Recreation Commission with the exception of the Holiday tree lighting ceremony.

Mr. Jacobs outlined the Division's accomplishments to include the Family Campout, the Golf Outing and the Father-Daughter Dance. He noted that the Division received a grant for \$20,000 for special needs programs and grant funds from the County to construct basketball courts which will be completed by the end of the summer. Mr. Jacobs advised that the Soccer MOUs were formalized and he was now working with the Soccer Association for improvements to Duck Pond Park.

Ms. Geevers spoke of the environmental sustainability event that the Township was going to hold and inquired if funding would be available through the Recreation Commission.

Mr. Jacobs noted that the Commission would need to review the criteria of the event before making a commitment.

Mr. Marion offered alternatives to funding the event.

Mr. Borek inquired about the vandalism at the skate park and about the fire at WaterWorks.

Mr. Marion noted that all repairs were completed for WaterWorks through insurance with a small fee deductible from the Township.

Mr. Hary advised that an alarm system was included in the budget.

Mr. Jacobs spoke of the installation of cameras at the skate park.

#### Division of Health and Division of Affordable Housing

Mr. Hary noted that the Affordable Housing budget consists primarily of staff related costs. He outlined the Board of Health's Municipal Budget and noted that the Capital Budget included renovations to the Health Division's trailer.

Mr. Hary spoke about flu vaccines and outlined what costs were covered by the insurance for the vaccines.

Mr. Hary noted that Affordable Housing used the services of Mr. Piazza and Mr. Muller. He outlined the issues arising from foreclosures of the affordable units and how they were being handled.

President Anklowitz inquired about the technical special equipment and the cost of uniforms. He also inquired about the renovations including a handicap button at the front entrance of the Municipal Building.

Mr. Hary noted that the costs of uniforms were contractual and he outlined the use of the special equipment requested for the Division.

Mr. Borek inquired about the installation of security equipment for the Municipal Building.

Mr. Marion noted that both the handicap button and the security equipment were being addressed.

DEPARTMENT OF PUBLIC WORKS

Mr. Drummond reviewed the Department's 2007 accomplishments and noted that 15,000 cubic yards of yard material was picked up this past year. He also spoke about the Clean Community Dumpster Days, and overall Township recycling.

Mr. Marion noted that grants for Clean Communities were used for Township clean-up.

Mr. Drummond noted that a record number of 127 playing fields were lined, and outlined the details of the sewer collapse on Alexander Road. He advised that road repair budget was increased by 7%, sewer increased by 4%, and snow removal was decreased by 8.7%. Mr. Drummond outlined his Capital Budget request to include a truck for the cleaning of catch basins to continue to comply with the storm water regulations.

Mr. Marion noted that Administration was still reviewing the data for a better analysis of how to efficiently handle brush pickup.

Ms. Geevers inquired about open space maintenance and the possibility of adding the line striping for the playing fields to that budget.

Mr. Marion explained that 11% of the salaries for the Department of Public Works was allocated to the Open Space Maintenance Fund in 2007 and that same dollar amount was included in the cost for 2008. He noted that he was reviewing various options for open space maintenance.

Mr. Drummond spoke about line striping for Township roads with the assistance of shared services.

President Anklowitz inquired about the purchase of loaders for the Department.

Mr. Marion reviewed the specs required for the truck and noted that they are purchased under State contract.

Mr. Morgan inquired about the Capital Budget request for the addition of four garage bays and inquired if the site was adequate for future growth.

Mr. Marion noted that the bays are needed to store and wash the trucks to comply with NJDEP regulations. He advised that a satellite office for Public Works has been under discussion.

Mr. Bork inquired about leasing versus buying trucks and equipment.

Ms. Louth explained that the leased equipment is placed in the Municipal Budget versus the Capital Budget and with the cap restriction; large leasing costs could cause budget issues.

Mr. Marion noted that a service maintenance contract for the repair of trucks and equipment was going to be explored further. He also advised that two new line items were added to the operating budget, one for the repair to the Ron Rodger Arboretum and one for the maintenance of the Schenck Farmstead. Mr. Marion explained that a future possibility was for the eventual oversight of the Schenck Farmstead would go to a non-profit organization.

#### ADJOURNMENT

Motion to adjourn: Borek

Second: Morgan

VV: All approved, Kleinman available via conference phone

The meeting was adjourned at 9:08 p.m.

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Sharon L. Young  
Township Clerk  
West Windsor Township