

**MINUTES FROM MEETING OF
PRINCETON TRANSITION TASK FORCE
INFRASTRUCTURE & OPERATIONS (I&O) SUBCOMMITTEE**

April 13, 2012, 8:30 a.m.

Subcommittee Members Present:

Jo Butler
John Clearwater
Mark Freda
John Heilner
Brad Middlekauff, Chair

Borough/Township Staff Present:

Wayne Carr, Director of Public Works and Parking Operations, Princeton Borough
Tom Crochet, Assistant Superintendent, Princeton Township Public Works
Don Hansen, Superintendent, Princeton Township Public Works
Bob Hough, Manager/ Engineer, Princeton Sewer Operating Committee
Bob Kiser, Township Engineer, Princeton Township
Kathy Monzo, Acting Administrator, Princeton Township
Evan Moorhead, Princeton Joint Recreation Department
Ben Stentz, Executive Director, Princeton Joint Recreation Department
Jack West, Borough Engineer, Princeton Borough

Liaisons Present:

Laura Blumenthal (Woodrow Wilson School, Princeton University)
Valerie Haynes (Consolidation Commission)
Liz Lempert (Princeton Township)
Barbara Trelstad (Consolidation Commission)

Call to Order and Introductory Comments

Mr. Middlekauff called the meeting to order at 8:30 a.m. and made some introductory comments.

Approval of Minutes

In advance of the meeting, the subcommittee had been provided with draft minutes from the following meeting of the subcommittee: March 16, 2012 and March 30, 2012. Following discussion, upon motion duly made and seconded, the voting members of the subcommittee unanimously approved the following:

RESOLVED, that the minutes from the March 16, 2012 and March 30, 2012 meetings of the subcommittee are hereby adopted and approved.

Working Group Reports

Mr. Heilner and Ms. Butler led a preliminary discussion of a proposed organizational structure for the departments under the jurisdiction of the subcommittee.

Mr. West and Mrs. Trelstad indicated that they were in the early stages of analyzing potential service levels for brush and leaf pick-up.

Mr. West, Mr. Kiser and Ms. Haynes indicated that they were in the early stages of discussing a potential bid process and service levels for garbage collection and composting

Mr. Freda, Mr. Clearwater and Mr. Hough updated the subcommittee on their activities regarding facilities and capital equipment.

Ms. Butler advised the subcommittee about various initiatives regarding communications with the public.

Other Business

There was no other business.

Public Comments

The subcommittee then opened the floor for public comment.

Closed Session

Mr. Middlekauff indicated that the working group that is focused on preparing proposed organization charts had recommended that the subcommittee go into closed session, given the sensitivities around the proposed organization charts and the effect they could have on individuals' jobs. Mr. Middlekauff told the subcommittee that the matters discussed in the closed session would be discussed with the full subcommittee at the next meeting of the full subcommittee. Following discussion, upon motion duly made and seconded, the voting members of the subcommittee unanimously approved the following:

RESOLVED, that the Infrastructure & Operations Subcommittee hereby agrees to meet in a closed session for the discussion of organization charts and related personnel matters.

The voting members of the subcommittee then went into closed session and held discussion on the proposed organization charts.

Adjournment

Mr. Middlekauff asked for a motion to adjourn. Upon motion duly made and seconded, the meeting was adjourned.