

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

**April 27, 2012, 8:30 a.m.**

**Subcommittee Members Present:**

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

**Borough/Township Staff Present:**

Bob Bruschi, Administrator, Princeton Borough  
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  
Jack West, Borough Engineer, Princeton Borough

**Liaisons and Other TTF Members Present:**

Chad Goerner (Transition Task Force)  
Valerie Haynes (Consolidation Commission)  
Scott Sillars (Transition Task Force)  
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.

**Working Group Reports**

Mr. Freda, Mr. Clearwater and Mr. Hough updated the subcommittee on their activities regarding facilities and capital equipment. Mr. Freda indicated that, given his other commitments relating to the TTF, he was not going to be able to spend substantial time on this working group and that Mr. Clearwater and Mr. Hough should plan to take the lead in this area. Mr. Clearwater told the subcommittee that he was going to try to find an opportunity for his working group to meet with the TTF Facilities Subcommittee.

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

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

Ms. Butler advised the subcommittee about various initiatives regarding communications with the public, including the upcoming presentations at Princeton Futures on May 5.

Mr. Heilner and Ms. Butler led a discussion of proposed organization structures for the departments under the jurisdiction of the subcommittee. They reported on the results of the closed sessions held on April 13 (following the open meeting) and April 26 (at which the Princeton Borough Administrator and the Princeton Township Acting Administrator were present). There was robust discussion about the preliminary organization charts that had been put forward by Mr. Heilner and Ms. Butler, who indicated that they would consider the points made during the discussion as they prepared a revised version of the organization charts for discussion at the next open meeting of the subcommittee. Mr. Middlekauff told the subcommittee that they would receive copies of the updated proposed organization charts a day or two in advance of the next open meeting, so that all would have an opportunity to absorb the information contained on the proposed charts.

### **Other Business**

There was no other business.

### **Public Comments**

The subcommittee then opened the floor for public comment.

### **Adjournment**

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