

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

March 30, 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
Ben Stentz, Executive Director, Princeton Joint Recreation Department
Jack West, Borough Engineer, Princeton Borough

Liaisons Present:

Valerie Haynes (Consolidation Commission)
Liz Lempert (Princeton Township)
Barbara Trelstad (Consolidation Commission)

Call to Order and Administrative Matters

Mr. Middlekauff called the meeting to order at 8:30 a.m. Mr. Middlekauff informed the subcommittee that the Transition Task Force had approved a broader scope of work for the subcommittee, which now has jurisdiction over the following areas:

Public Works
PSOC
Recreation Maintenance
Engineering
Land Use
Planning
Construction
Zoning
Fire and Housing Safety

The subcommittee decided to change the name of the subcommittee to the Infrastructure and Operations Subcommittee to more accurately reflect the scope of work of the subcommittee.

The subcommittee discussed future tours of the infrastructure and operations facilities. Mr. Bruschi will arrange.

Action Items, Timeline and Identification of Lead Individuals

The subcommittee discussed action items (which were identified based on the discussion at the March 16 meeting of the subcommittee), expected completion dates and lead individuals for certain key tasks of the subcommittee, as set forth below:

Subgroup	Delivery Date for Recommendation to TTF	Lead Individuals
1. Organizational Structure	4/30	John Heilner, Jo Butler
2. Service levels for brush and leaves	7/31	Jack West, Barbara Trelstad
3. Bid process and service levels for garbage/composting	5/31 (governing bodies to initiate bid process by 7/31)	Valerie Haynes, Jack West, Bob Kiser
4. Facilities and capital equipment	5/15	Mark Freda, John Clearwater, Bob Hough
5. Communication with public re: service levels	9/30	Jo Butler

Potential Cost Savings

Mr. Kiser led a discussion of the organizational charts that had been proposed by the employees of Princeton Borough and Princeton Township and the cost savings associated therewith.

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.