COLTS NECK TOWNSHIP
REORGANIZATION MEETING –TOWNSHIP COMMITTEE
JANUARY 3, 2025, 5:00 P.M.
1 VETERANS WAY

The Reorganization meeting of the Colts Neck Township Committee was called to order at 5:00 p.m. by Mayor Frank Rizzuto followed by a salute to the flag. The following statement was read by Municipal Clerk, Trina Lindsey: The notice requirements of the New Jersey Public Meetings Law have been satisfied by noticing the Asbury Park Press and the Two River Times on December 5, 2024, stating that the Reorganization Meeting of the Colts Neck Township Committee would be held on January 3, 2025, at 5:00 P.M., Colts Neck Municipal Building, 1 Veterans Way, Colts Neck, NJ 07722. A copy is on file in the office of the Township Clerk.

Roll call by Municipal Clerk Lindsey indicated the following:

Present: Mayor Frank Rizzuto, Deputy Mayor Tara Torchia Buss, Committeeman Michael Viola, Committeeman J.P. Bartolomeo and Committeewoman Sue Fitzpatrick

Also Present: Trina Lindsey, Municipal Clerk and Meghan Bennett, Township Counsel

Absent: Kathleen Capristo, Township Administrator

---

1. **Welcome by Mayor Frank Rizzuto**
Mayor Rizzuto welcomed everyone to the annual reorganization meeting.

2. **Invocation**
Captain Smith of Naval Weapons Station Earle provided a thoughtful and reflective Invocation.

3. **Remarks by Mayor Frank Rizzuto**
Mayor Rizzuto spoke briefly and thanked all of his fellow committee members, as well as the public for trusting in him to serve as Mayor. Mayor Rizzuto stated that the annual reorganization meeting is handling annual business, recognizing our town's volunteers, and the changing of the guards on the Township Committee. Mayor Rizzuto stated that he is honored to have served Colts Neck as the Mayor twice. Mayor Rizzuto thanked Committeeman Bartolomeo for his years of service and spoke about Committeeman Bartolomeo starting programs such as Concerts in the park, campout, etc. stating that his legacy will be seen in the township for years to come.

4. **Swearing in of elected Committeeman Frank Rizzuto**
Committeeman Rizzuto was sworn in by Committeewoman Buss.

5. **Swearing in of elected Committeeman Dan Buzzetta**
Committeeman Buzzetta was sworn in by Monmouth County Prosecutor, Raymond Santiago.

Committeeman Buzzetta stated that he has known Mr. Santiago for many years and thanked him for administering his oath. Committeeman Buzzetta thanked Committeeman Bartolomeo for his years of service. Committeeman Buzzetta thanked the public and stated that he will never forget that he works for the residents of Colts Neck and is excited to get to work.

6. **Open nominations for 2025 Mayor**
Mayor Rizzuto called for nominations for 2025 Mayor. Committeeman Viola nominated Tara Torchia Buss, his nomination was seconded by Committeewoman Fitzpatrick, and a unanimous roll call vote. Tara Torchia Buss was named Mayor 2025.

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Rizzuto		X			
Torchia Buss		X			
Viola	M	X			
Fitzpatrick	S	X			
Buzzetta		X			

M - Moved	S - Seconded	X - indicates vote	NV - Not Voting	Ab - Absent

7. **Swearing in of Mayor Buss**
Mayor Buss was sworn in by the Honorable Nicole Sonnenblick.

8. **Presentation of gavels**
Mayor Buss was presented a 2025 Mayor's gavel by former Mayor Rizzuto.
Mayor Buss then presented the 2024 Mayor's gavel to former Mayor Rizzuto.

9. **Remarks by Mayor Buss**
Mayor Buss welcomed all in attendance and thanked everyone for coming to the 2025 Reorganization meeting.

Mayor Buss stated the following in her speech:

Thank you all so very much for being here tonight. I wanted to quickly recognize a few people here tonight.

- Captain Kent Brewski Smith
- The Honorable Nicole Sonnenblick
- Monmouth County Prosecutor Raymond Santiago
- Former Mayor Tom Orgo, Former Mayor Russ Macnow, Former Mayor Mike Fitzgerald, Freehold Township Committeeman Al Walker, Senator Vin Gopal, Assemblywomen Luanne Peterpaul and Margie Donlon

And of course, my entire Township Committee team. Thank you to JP Bartolomeo for the past nine years of your great service to this township- you will be missed, although your legacy of work shines bright for all to see. Thank you, Frank Rizzuto, Sue Fitzpatrick, Michael Viola and our newest Committeeman Dan Buzzetta, whom I look forward to getting to know more over the next year. This team truly has the Township's best interests at heart, and it has been an honor to serve alongside each and every one of you.

I sit before you all here today with profound gratitude and humility. The oath I've just taken is more than ceremonial words— it's a sacred contract between me and every resident and employee of our Township. Like those who have taken this oath before me, I understand the weight of these promises and the responsibility they carry.

To our township employees who work tirelessly to keep our community running—from our fabulous first responders- including our firefighters, first aid, fire police, and our wonderful Police, led by Chief Danny Devito, to our strong Public Works Department- led by Lou Bader, to our wonderful Recreation Team- led by Colby Marques, to our incredible Administrative Teams with finance- our CFO John Antonides, our clerk- Trina Lindsey, Building & Planning- Tim Anfuso, Public Health- with Tom Frank all under the strong leadership of our Administrator, Kathleen Capristo — you are all the backbone of this town. I pledge to support you and ensure you have the resources needed to continue to serve our Township well.
To our community Volunteers and Community Leaders—your voices matter more than ever. As we combat misinformation and expand our communication within the Township, I promise that I will prioritize transparent, accessible, and clear communication.

To our seniors who built this Town, our families who sustain it, and our young people who represent its future—you are at the heart of every decision we will make. Our priorities are clear: Public safety, Preserving & maintaining our Open space, Fiscal responsibility, and Sustainable economic development. These aren't just items on an agenda—they're the foundation of our incredible Town.

To me, our Township has always felt like a family. From the days of riding my Huffy Bicycle down Cedar Drive to go to work at Brock Farms. Where I had the opportunity to learn the greatest life lesson of all- no, it was not the fact that John Bon Jovi and Bruce Springsteen are all just residents who buy their own trees, or that the art of learning to make a beautiful bow would serve me well in every facet of my life. It was that this Town is made up of so many different types of people- rich, poor, young, old, quiet, loud, farmers, lawyers, carpenters, teachers, doctors, retirees, I could go on... And you can never tell by first appearance what type of person you are meeting. So, treat everyone as if they

are special and important because each is contributing in some way to creating this wonderful Town we call Colts Neck.

To my family—my wonderful parents who have given me the strong foundation that is the backbone of anything I have accomplished in my life. My sister, who drove here from Pittsburgh- yet again… just to make sure I knew she will always be there for all of life's important moments. My extended family, both blood and non-blood family who came here to support me and to make sure they will have some good stories to share at our next family gathering. And of course, to my 2 beautiful children- Jake and Kennedy. Thank you for sharing this journey with me. Your support and sacrifice make this possible. Out of anything I have ever done or will ever do- being your mom is the most important thing! I love you.

As your Mayor, I promise to lead with integrity, to listen more than I speak, and to remember that every decision I make affects real people with real lives. I will work tirelessly to unite our ever growing and ever-changing community, because our differences don't divide us—they make us stronger. The work begins here today.

I Thank You!

10. **Open nominations for 2025 Deputy Mayor**

Mayor Buss called for nominations for 2025 Deputy Mayor. Committeeman Rizzuto nominated Committeeman Viola for 2025 Deputy Mayor, his nomination was seconded by Committeeman Buzzetta, and a unanimous roll call vote. Committeeman Viola was named 2025 Deputy Mayor.

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Buss		X			
Viola		X			
Fitzpatrick		X			
Buzzetta	S	X			
Rizzuto	M	X			
M - Moved S - Seconded X - indicates vote		NV - Not Voting		Ab - Absent	

11. **Swearing in of 2025 Deputy Mayor, Michael Viola**

Deputy Mayor Viola was sworn in by the Honorable J.P. Bartolomeo.

12. **Remarks by Deputy Mayor Viola**

Deputy Mayor Viola echoed the sentiment of his fellow committee members in recognizing the volunteer agencies stating that Colts Neck is a community of volunteers. Deputy Mayor Viola urged the public to get more involved this year coming to various meetings stating that we are all in this together.

13. **Announcement – Township Committee Liaison assignments for 2025**

Mayor Buss read the following:

MAYOR BUSS

Fire Department
Board of Health
Prevention Alliance
Friends of the Library
The Grande
Naval Weapons Station Earle
Planning Board Class I

DEPUTY MAYOR VIOLA

Public Works/Buildings and Grounds
Affordable Housing
Finance
Litigation/Steering Committee
Naval Weapons Station Earle

Planning Board Class III

COMMITTEEWOMAN FITZPATRICK

Environmental Commission
Farmland and Open Space Committee
Green Team Advisory Committee
Colts Neck Business Association
Personnel Committee
Long Range Planning Committee

COMMITTEEMAN RIZZUTO

Emergency Management
Frist Aid
Historic Preservation Committee
Long Range Planning Committee
County/State Government
Police Department

COMMITTEEMAN BUZZETTA

Affordable Housing
Local/Regional Schools
Code Enforcement
Sports Foundation
Personnel Committee
Recreation Committee
Senior Citizen's

14. **Mayor's appointments:**
Mayor Buss read the following appointments for 2025:

Planning Board

CLASS I- TARA TORCHIA BUSS	TERM EXPIRES 12/31/25
CLASS II – MORGAN SAVAGE	TERM EXPIRES 12/31/25
CLASS III – MICHAEL VIOLA	TERM EXPIRES 12/31/25
TOM SULLIVAN	TERM EXPIRES 12/31/28
ROBERT LUTKEWITTE, CLASS IV	TERM EXPIRES 12/31/27
EVAN STIVALA, ALTERNATE 2	TERM EXPIRES 12/31/26

Board of Adjustment

ROBERT MAHONEY	TERM EXPIRES 12/31/28
JUSTINE BUZZETTA	TERM EXPIRES 12/31/28
ALBERT YODAKIS, ALTERNATE 2	TERM EXPIRES 12/31/26

Board of Health

TARA TORCHIA BUSS, LIAISON	TERM EXPIRES 12/31/25
JAMES SCHATZLE	TERM EXPIRES 12/31/28
DR. ROHINI SINGH, ALTERNATE 1	TERM EXPIRES 12/31/26
MARK MCCULLUM, ALTERNATE 2	TERM EXPIRES 12/31/26

Environmental Commission

SUE FITZPATRICK, LIAISON	TERM EXPIRES 12/31/25
ALAN RYAN	TERM EXPIRES 12/31/27
TERESA DANILE	TERM EXPIRES 12/31/27

Recreation Committee

DAN BUZZETTA, LIAISON	TERM EXPIRES 12/31/25
KEVIN O'CONNOR	TERM EXPIRES 12/31/27
FRANK SIKORSKAS	TERM EXPIRES 12/31/27
AJ GARITO	TERM EXPIRES 12/31/27
BRIAN MCNALLY	TERM EXPIRES 12/31/27
JOHN MAGUIRE	TERM EXPIRES 12/31/27
JACLYN KRONSTEDT	TERM EXPIRES 12/31/27

Farmland and Open Space Committee

SUE FITZPATRICK, LIAISON	TERM EXPIRES 12/31/25
KEVIN CASEY	TERM EXPIRES 12/31/28
DINA RYAN	TERM EXPIRES 12/31/28
ALISON DENOIA	TERM EXPIRES 12/31/28
THERESA VELARDI, ALTERNATE 1	TERM EXPIRES 12/31/26

Agricultural Advisory Committee

JENA COSIMO	TERM EXPIRES 12/31/26
THOMAS MORIN	TERM EXPIRES 12/31/25
MICHAEL STIVALA	TERM EXPIRES 12/31/25

Historic Preservation Committee

FRANK RIZZUTO, LIAISON	TERM EXPIRES 12/31/24
MARY PAHIRA	TERM EXPIRES 12/31/27
PATRICIA MITCHELL	TERM EXPIRES 12/31/27
JESSICA TOBIA	TERM EXPIRES 12/31/27
TOM SULLIVAN	TERM EXPIRES 12/31/2

Local Emergency Planning Committee

FRANK RIZZUTO, LIAISON	TERM EXPIRES 12/31/25
TYLER BADARRACO	TERM EXPIRES 12/31/27
DANIEL DEVITO	TERM EXPIRES 12/31/27
GREGORY WILLIAMS	TERM EXPIRES 12/31/27

Prevention Alliance

TARA TORCHIA BUSS, LIAISON	TERM EXPIRES 12/31/25
ANITA DEDALIS	TERM EXPIRES 12/31/27
KEVIN WALSH (BOE)	TERM EXPIRES 12/31/27
EMORY DEDALIS	TERM EXPIRES 12/31/27
BRITTANY TURI (SAC)	TERM EXPIRES 12/31/27
JENEVIEVE MANGOLD (STUDENT)	TERM EXPIRES 12/31/27
LT. BRIAN CASWELL	TERM EXPIRES 12/31/27
OFFICER ALFRED CAPRIOTTI	TERM EXPIRES 12/31/27

15. **Resolution 2025-1**: Confirming appointment of Township Professionals pursuant to N.J.S.A. 40A:11-5

Mayor Buss called for comments. Hearing none, Mayor Buss called for a motion to approve. On a motion by Committeeman Rizzuto, seconded by Committeewoman Fitzpatrick and a unanimous roll call vote, the resolution was adopted.

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Buss		X			
Deputy Mayor Viola		X			
Fitzpatrick	S	X			
Buzzetta		X			
Rizzuto	M	X			
M - Moved S - Seconded X - indicates vote		NV - Not Voting		Ab - Absent	

16. **Recognizing President of the First Aid Squad, Martha Leonhardt and Captain of the First Aid Squad, Michael Spinella**
Mayor Buss recognized First Aid Squad President, Martha Leonhardt and First Aid Squad Captain, Michael Spinella and thanked them for all that they do as volunteers.

17. **Oath of Office Martha Leonhardt, President, First Aid Squad and Michael Spinella, Captain First Aid Squad**

Attorney Bennett administered the oaths of office to Martha Leonhardt and Michael Spinella.

18. **Motion to adopt a Consent Agenda**: Mayor Buss read the following: All items listed on the "Consent Agenda" are considered routine by the Township and are adopted or approved collectively by a single motion and roll-call vote of a majority of the Township Committee. If discussion is desired on any item, it is considered separately.

*__Resolution 2025-2:__ Confirming appointment of Secretary to the Environmental Commission

*__Resolution 2025-3:__ Confirming appointments to the Planning Board

*__Resolution 2025-4:__ Confirming appointments to the Board of Adjustment

*__Resolution 2025-5:__ Confirming appointments to the Board of Health

*__Resolution 2025-6:__ Confirming appointments to the Environmental Commission

*__Resolution 2025-7__: Confirming appointments to the Recreation Committee

*__Resolution 2025-8__: Confirming appointments to the Farmland and Open Space Committee

*__Resolution 2025-9:__ Confirming appointments to the Agricultural Advisory Committee

*__Resolution 2025-10:__ Confirming appointments to the Historic Preservation Committee

*__Resolution 2025-11:__ Confirming appointments to the Local Emergency Planning Committee

*__Resolution 2025-12:__ Confirming appointments to the Prevention Alliance Committee

*__Resolution 2025-13__: Confirming designation of municipal depositories

*__Resolution 2025-14__: Authorizing adoption of a temporary budget for 2025

*__Resolution 2025-15__: Authorizing establishment of fees, penalties and interest rates for 2025

*__Resolution 2025-16__: Authorizing pre-payment of certain items

*__Resolution 2025-17__: Authorizing Colts Neck Township's Cash Management Plan

*__Resolution 2025-18__: Confirming appointment of Community Development Representative, Kathleen Capristo

*__Resolution 2025-19:__ Confirming designation of Public Agency Compliance Officer P.A.C.O., Kathleen Capristo

*__Resolution 2025-20__: Confirming appointment of Mid Jersey Joint Insurance Fund Commissioner, Kathleen Capristo

*__Resolution 2025-21:__ Confirming appointment of Recycling Coordinator, Jeanie Roseti

*__Resolution 2025-22:__ Approving use of Robert's Rules of Order for Township Committee Meetings

*__Resolution 2025-23:__ Designation of official township newspapers

*__Resolution 2025-24:__ Requiring direct deposit of payroll checks
*__Resolution 2025-25:__ Authorizing cancellation of tax debit and credit balances of less than $5.00

*__Resolution 2025-26:__ Payment of claims, claimant's signature for payment

*__Resolution 2025-27:__ Authorizes the Tax Collector to conduct an electronic tax sale on delinquent property taxes

*__Resolution 2025-28:__ Confirming 2025 Township Committee Meeting Schedule

*__Resolution 2025-29:__ Appointing Custodian of Records for the Colts Neck Police Department

*__Resolution 2025-30:__ Confirming appointment of Municipal Judge, Honorable Nicole Sonnenblick

Mayor Buss called for comments. Hearing none, Mayor Buss called for a motion to approve. On a motion by Deputy Mayor Viola, seconded by Committeewoman Fitzpatrick and a unanimous roll call vote, the resolutions on the consent agenda were adopted.

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Buss		X			
Deputy Mayor Viola	M	X			
Fitzpatrick	S	X			
Buzzetta		X			
Rizzuto		X			
M - Moved S - Seconded X - indicates vote		NV - Not Voting		Ab - Absent	

19. __Public Comment__

Mayor Buss called for a motion to open public comment. On a motion by Deputy Mayor Viola, seconded by Committeewoman Fitzpatrick and a unanimous voice vote, public comment was opened.

Kevin O'Brien, resident, stated that the informational meeting being held by the Planning Board on January 14, 2025 is not allowing for public comment, and the public is being asked to submit comments. Mr. O'Brien asked who is monitoring the public's submissions of questions and concerns. Mr. O'Brien stated that Judge Linda Grasso issued her order to Colts Neck on affordable housing and Colts Neck is to provide the finances for sewer. Mr. O'Brien stated that the order issued by the judge states that a resolution must be adopted. Mr. O'Brien asked when will the resolution be adopted and how much will the residents of Colts Neck's taxes go up. Mr. O'Brien addressed Committeeman Buzzetta stating that his interaction with Committeeman Buzzetta thus far has been wonderful and he hopes that continues. Mr. O'Brien addressed Mayor Buss stating that he hopes she will have an open door policy as former Mayor Fitzpatrick did. Mr. O'Brien recognized the Department of Public Works stating that they were out early putting brine on the roads for the upcoming inclement weather and stated that they deserve to be recognized for their good work and they should get more recognition for what they do.

Allan Ryan, resident, thanked Committeeman Bartolomeo and wished him well in his retirement from the Township Committee. Mr. Ryan wished all of the committee members the best of luck in 2025. Mr. Ryan commented to never forget the first responders of the town and they sacrifices they make. Mr. Ryan stated that he loves this town and loves his fellow brothers on the fire department.

As there were no further comments or questions from the public, Mayor Buss called for a motion to close public comment. On a motion by Committeeman Rizzuto, seconded by Committeeman Buzzetta and a unanimous roll call vote, public comment was closed.

20. __Final comments by Mayor Buss__

Mayor Buss thanked everyone for attending and stated that everyone is welcome to join her and the rest of the Township Committee at the Colts Neck Inn at 6:30pm.

Deputy Mayor Viola responded to Mr. O'Brien stating that the spending plan is money in the developer's trust fund. Deputy Mayor Viola stated that there has been one Township Committee meeting since the judge's decision. Deputy Mayor Viola stated that the Planning Board is land use and the Township Committee is governance. Deputy Mayor urged Mr. O'Brien and everyone in the public to attend the informational meeting on January 14, 2025 to learn about the round 4 obligations.

21. **Benediction:**
Glenn Dalakian provided a meaningful benediction.

22. **Motion to adjourn**
Mayor Buss called for a motion to adjourn. On a motion by Deputy Mayor Viola, seconded by Committeewoman Fitzpatrick and a unanimous voice vote, the meeting adjourned at 5:52 p.m.

Trina Lindsey, RMC
Municipal Clerk

APPROVED: 01/29/25