COLTS NECK TOWNSHIP
TOWNSHIP COMMITTEE REGULAR MEETING MINUTES
OCTOBER 9, 2024, 7:00 P.M.
TOWN HALL

---

1. Mayor Rizzuto called the meeting to order at 7:00 p.m.

2. Mayor Rizzuto asked Chief DeVito to lead the salute to the flag.

3. Municipal Clerk Lindsey read the following Sunshine Statement: "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 January 8, 2024, stating that a regular meeting of the Township Committee would be held on October 9, 2024, at 7:00 p.m., 1 Veterans Way, Colts Neck, NJ 07722, Town Hall. A copy is on file in the office of the Township Clerk."

4. Roll call by Municipal Clerk Lindsey indicated the following:

Present:	Mayor Frank Rizzuto, Deputy Mayor Tara Torchia Buss, Committeeman Michael Viola, and Committeeman J.P. Bartolomeo
Also Present:	Trina Lindsey, Municipal Clerk, and Meghan Bennett, Township Counsel
Absent:	Committeewoman Sue Fitzpatrick and Kathleen Capristo, Township Administrator

Chief DeVito shared a few words about Patrolwoman Whiteny Molinelli highlighting her career with Colts Neck Township and that she is the first female Sergeant in Colts Neck. Chief DeVito stated that the process of becoming a sergeant is a twelve-week process and stated that he is proud of Ms. Molinelli for how well she performed for each task of the twelve-week process.

The Township Committee members all congratulated Ms. Molinelli on her success and promotion to Sergeant.

5. Resolution 2024-155: Confirming the promotion and appointment of Patrolwoman Whitney Molinelli to the position of Police Sergeant for the Colts Neck Township Police Department

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

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

6. **Oath of Office** – Whitney Molinelli, Police Sergeant

Mayor Rizzuto administered the oath of office for Sergeant Molinelli.

7. Resolution 2024-158: Confirming hiring Colts Neck Township Probationary Police Officer, Patrick T. Gahagan

Mayor Rizzuto called for comments. Chief DeVito offered a few words stating that the Police Department held two rounds of interviews where Mr. Gahagon was at the top of the list both rounds. Chief DeVito stated that Mr. Gahagon is coming to Colts Neck highly recommended from Egg Harbor Township. Hearing no further comments, Mayor Rizzuto called for a motion to approve. On a motion by Committeeman Bartolomeo, seconded by Deputy Mayor Buss and a majority roll call vote, the resolution was adopted.

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

8. Oath of Office – Patrick Gahagan

Deputy Mayor Buss administered the oath of office.

The Township Committee took a brief recess at 7:11 p.m. and opened the meeting back to open session at 7:19 p.m.

9. **Proclamation(s)**

a. Breast Cancer Awareness Month, October 2024

b. Domestic Violence Awareness Month, October 2024

c. Red Ribbon Week, October 23 – 31, 2024

Mayor Rizzuto read the Breast Cancer and Red Ribbon week proclamations and presented them to Anita Dedalis, Prevention Alliance.

Deputy Mayor Buss read the Domestic Violence proclamation and presented it to Anita Dedalis, Prevention Alliance.

10. **Minutes**

a. September 25, 2024 – Executive session
b. September 25, 2024 – Regular meeting

Mayor Rizzuto called for any corrections to the minutes. Hearing none, Mayor Rizzuto called for a motion to approve the minutes as presented. On a motion by Committeeman Bartolomeo, seconded by Committeeman Viola and a majority roll call vote, the minutes were approved.

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

11. Old Business:

a. Ordinance 2024-25: Refunding bond ordinance authorizing the issuance of not to exceed $2,200,000 principal amount of general obligation refunding bonds by Colts Neck Township (The "Township"), in the County of Monmouth, State of New Jersey, to the Monmouth County Improvement Authority (The "MCIA") for the purpose of refunding certain bonds heretofore issued by the township to the MCIA

Mayor Rizzuto read the ordinance by title for second reading/public hearing. Mayor Rizzuto called for comments. Committeeman Viola stated that this ordinance is to refinance the MCIA bond with a reduced rate that will save the township $98,000 over a four-year period. Hearing no further comments, Mayor Rizzuto called for a motion to open the public hearing. On a motion by Committeeman Viola seconded by Committeeman Bartolomeo and a majority voice vote, the public hearing was opened.

Hearing no comments from the public, Mayor Rizzuto called for a motion to close the public hearing. On a motion by Committeeman Viola, seconded by Committeeman Bartolomeo and a majority voice vote, the public hearing was closed. Mayor Rizzuto called for a motion to approve. On a motion by Committeeman Bartolomeo, seconded by Committeeman Viola and a majority roll call vote, the ordinance was adopted.

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

12. New business:

a. Resolution 2024-156: A resolution extending the Sergeant's promotional eligibility list through the 2026 calendar year

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

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

b. Resolution 2024-157: Confirming hiring Colts Neck Township Special Law Enforcement Officer III (SLEO III) Brian Murphy

Mayor Rizzuto called for comments. Committeeman Bartolomeo stated that Colts Neck Township was one of the first municipalities to implement a SLEO program with the schools, which has been very well received. Committeeman Bartolomeo explained that Township has an agreement with the school where the cost to employ the SLEO officers is split evenly between the Township and the school. Municipal Clerk Lindsey advised that the effective date on the resolution has changed to October 18, 2024, as directed by the Police Department. Hearing no further comments, Mayor Rizzuto

called for a motion to approve. On a motion by Committeeman Bartolomeo, seconded by Deputy Mayor Buss and a majority roll call vote, the resolution was adopted.

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

c. Resolution 2024-159: Resolution approving an agreement between Colts Neck Township and Police Lieutenant Brian Caswell regarding the withdrawal of compensatory time from Lieutenant Caswell's compensatory time bank

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

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

d. Resolution 2024-160: Confirming hiring Colts Neck Township Laborer for the Department of Public Works, Trevor Cutter, Jr.

Mayor Rizzuto called for comments. Committeeman Viola stated that this is to fill a position from a previous employee who has left the township. Hearing no further comments, Mayor Rizzuto called for a motion to approve. On a motion by Committeeman Viola, seconded by Deputy Mayor Buss and a majority roll call vote, the resolution was adopted.

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

e. Resolution 2024-161: Confirming hiring Colts Neck Township Violations Clerk for the Municipal Court, Christina A. Salinas

Mayor Rizzuto called for comments. Committeeman Viola stated that this position as well as the next resolution on the agenda are both to fill positions that were recently resigned from by previous employees. Hearing no further comments, Mayor Rizzuto called for a motion to approve. On a motion by Committeeman Viola, seconded by Committeeman Bartolomeo and a majority roll call vote, the resolution was adopted.

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

f. Resolution 2024-162: Confirming hiring Colts Neck Township Violations Clerk for the Municipal Court, Jackeline Lara Cruz

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

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

g. Consent Agenda

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.

a. Resolution 2024-163: Authorizing summer camp program refunds

b. Resolution 2024-164: Authorizing the release of a performance guarantee for a street opening permit for Block 40.05, Lot 8, 15 Jockey Terrace

c. Resolution 2024-165: Establishing Halloween curfew hours

Mayor Rizzuto called for a motion to approve. On a motion by Deputy Mayor Buss, seconded by Committeeman Viola and a majority roll call vote, the resolution was adopted.

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

h. Approval of Vouchers

Committeeman Viola stated that he reviewed all of the vouchers and found all to be in order. Committeeman Viola noted a few items on the bills list such as school taxes.

Committeeman Viola made a motion to approve the bill list.

Mayor Rizzuto called for a second to Committeeman Viola's motion, seconded by Committeeman Bartolomeo and a majority roll call vote, the bills list was approved.

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

Mayor Rizzuto recuses from any bills/vouchers in connection with the Colts Neck Fire Department.

Deputy Mayor Buss recuses from any bills/vouchers in connection with the shared municipal court with Holmdel Township.

Committeeman Viola recuses from any bills/vouchers in connection with Best Horticultural and Joleen Landscaping.

i. Administrator's Report
Municipal Clerk Lindsey stated that the Administrator had one item. A request has been received from the Recreation Department who is in receipt of a field use permit for Laird Road field on October 26, 2024, from 2:00 p.m. – 5:00 p.m. for a family picnic. The requester is a Colts Neck resident, who is requesting to have alcohol in the park during the family picnic. The Director of Recreation has advised that all of the proper documentation has been received for the permit application and the permit has been approved by the Recreation Department. The requestor must seek Governing Body approval to have alcohol in the park.

The Township Committee approved the request.

j. Township Committee Reports

Committeeman Bartolomeo

- Committeeman Bartolomeo stated that Sports Foundation will be presenting the township committee liaison to the Police Department and the liaison to the Department of Public Works with a traffic control plan for Five Points Park.
- Committeeman Bartolomeo stated that the Shade Tree Commission unanimously voted to move their meeting time from 7:00 p.m. to 6:00 p.m. Committeeman Bartolomeo stated that Township Planner, Tim Anfuso was present at the last meeting to give the Shade Tree Commission members background on what the Shade Tree Commission's duties are. Committeeman Bartolomeo stated that the commission also discussed doing memorial tree plantings again as has been done in the past. Committeeman Bartolomeo stated that the committee will have more dialogue on this topic at the next meeting when Committeewoman Fitzpatrick returns.
- Committeeman Bartolomeo stated that the Family Camp Out was unfortunately cancelled due to inclement weather.

Committeeman Viola:

- Committeeman Viola stated that County sponsored shred day was October 5, 2024, in the Town Hall parking lot. Committeeman Viola stated that the event went well and thanked all of those who assisted.
- Committeeman Viola stated that road resurfacing will commence over the next few weeks.

- Committeeman Viola stated that the County will be repairing the bridge on Dutch Lane and advised residents to plan for delays.
- Committeeman Viola stated that brush pick up in Zone 1 is almost complete.
- Committeeman Viola reported that the gazebo for the area outside of Town Hall Annex is expected to arrive in the next three to four weeks. Committeeman Viola stated that the township is aiming to have the project completed by December 1st before the township hosts the annual Holiday events.
- Committeeman Viola reminded residents that Saturday recycling hours at the Department of Public Works yard ends on November 2, 2024.
- Committeeman Viola stated that the Senior Citizen's Club temporarily held their meeting at the Colts Neck Fire Department #2 due to the construction that is taking place at the Colts Neck Inn, flu shots were administered to all interested parties at this meeting. Committeeman Viola stated that the Senior Citizen's Club has their annual elections coming up.
- Committeeman Viola stated that the Recreation Department is planning the Township's Holiday events for December 7, 2024, and December 8, 2024, more news will follow regarding these events.

Deputy Mayor Buss:

- Deputy Mayor Buss stated that she received an email from a resident who reached out to compliment the Department of Public Works on the great job they do for brush collection.
- Deputy Mayor Buss stated that at the Board of Education's meeting tonight there will be a presentation by the auditor on their 2023-2024 audit results. Deputy Mayor Buss stated that at their next meeting on October 30, 2024 " Regular Action Meeting", Dr. Reynolds will give her presentation on the State Assessment results from last year. Deputy Mayor Buss stated that this week 10/7 – 10/11 is Week of Respect which focuses on instruction preventing harassment, intimidating and bullying. Deputy Mayor Buss stated that October 16, 2024, will be the first Parent Advisory Committee meeting of this school year. Deputy Mayor Buss reminded everyone that the Board of Education meetings are streamed live, and the recordings are posted on-line.
- Deputy Mayor Buss stated that the Board of Health will host a free rabies clinic on November 9, 2024, from 9:00 a.m. to 10:30 a.m. at Bucks Mill Park for dogs six months and older on a leash and cats must be in a carrier.
- Deputy Mayor Buss stated that due to inclement weather National Night Out was unfortunately cancelled again.

Mayor Rizzuto:

- Mayor Rizzuto reported that the Office of Emergency Management (OEM) submitted the five-year emergency plan to the County and is now working with the County to revise the plan due to a change in requirements from the State of New Jersey.
- Mayor Rizzuto congratulated everyone from the Police Department who have been newly promoted and newly hired.
- Mayor Rizzuto reported that the Police Department has investigated several high-profile burglaries where arrests have been made.
- Mayor Rizzuto reported that the First Aid Squad is still settling into their building, most of major renovations are done.
- Mayor Rizzuto reported that the Planning Board meeting was cancelled.
- Mayor Rizzuto reported that the Historic Preservation Committee's Halloween event is coming up. Mayor Rizzuto urged everyone to bring their family out to enjoy the event where there will be a bonfire, snacks, hayride, story time, face painting and more. The Halloween event will be held at Fire company #1 on Route 537 on October 19, 2024 with a rain date of October 20, 2024 starting at 4:00 p.m.

Deputy Mayor Buss stated that the NJDEP released a media release. Deer activity is on the rise and reminded residents to drive carefully and be mindful of the deer.

Public Comment:

Mayor Rizzuto called for a motion to open public comment. On a motion by Deputy Mayor Buss, seconded by Committeeman Viola and a majority voice vote, public comment was opened.

Elaine Mann, resident, inquired if the township still plans to move forward with the new pavers for the area outside of Town Hall Annex where the new gazebo will be located. Ms. Mann noted several invoices on the bills list such as invoices in connection with the septic system for the new municipal building, the heating and air conditioning upgrades for Town Hall Annex and a replacement boiler for the Department of Public Works. Ms. Mann also asked if the annual fee for generator maintenance is for generators located throughout the township buildings or for one generator. Ms. Mann also stated that she inquired about an ordinance being adopted for the cost to relocate the residents of the new affordable housing units should an emergency occur where the residents would be displaced from their homes. Ms. Mann stated that she has inquired about who would incur that cost and stated that there should be an agreement with the developer so that the cost does not end up the responsibility of the taxpayers of Colts Neck.

Alan Ryan, resident, spoke about a fire department call three Friday nights ago, stating that the fire department crew was out for a large amount of the night when the power went out in town and a sub station caught fire. Mr. Ryan stated that it was raining, and the fire department members who responded to the call have young families, etc. MR. Ryan expressed that he can't say enough about the fire department members and their service to the township. Mr. Ryan also commented in regard to the Senior Citizen's Club stating that everyone worked together to move the meeting to Fire House #2 and that he appreciated the work from the members who offered helping hands. Mr. Ryan commented that with the times that everyone is facing right now it is nice to be surrounded by good people and stated that he is proud to be here in Colts Neck.

As there were no further comments and/or questions from the public, Mayor Rizzuto called for a motion to close public comment. On a motion by Committeeman Bartolomeo, seconded by Deputy Mayor Buss and a majority voice vote, public comment was closed.

13. **Discussion of Public Comment:**
Committeeman Viola responded to Ms. Mann stating that the pavers will be installed for the area outside of Town Hall Annex once the gazebo arrives. Committeeman Viola also stated that the payment on the bills list for the heating and air conditioning for Town Hall Annex is the first payment in connection with the upgrades.

14. **Adjournment:**
As there was no further business, Mayor Rizzuto called for a motion to adjourn. On a motion by Deputy Mayor Buss seconded by Committeeman Bartolomeo and a majority voice vote, the meeting adjourned at 7:52 p.m.

Trina Lindsey, RMC
Municipal Clerk

APPROVED: 10/30/24