COLTS NECK TOWNSHIP
TOWNSHIP COMMITTEE REGULAR MEETING MINUTES
JUNE 26, 2024, 5:00 P.M.
TOWN HALL

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1. Mayor Rizzuto called the meeting to order at 5:00 p.m.

2. Mayor Rizzuto asked Senator Vin Gopal to lead the salute to the flag.

3. Administrator Capristo 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 June 26, 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."

   "Further notice was provided to the Asbury Park Press on June 4, 2024, noting the meeting time change from 7:00 p.m. to 5:00 p.m."

4. 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:	Kathleen Capristo, Township Administrator, Trina Lindsey, Municipal Clerk, and Meghan Bennett, Township Counsel
Absent:	None

5. **Acknowledgement**

   a. West Point graduate Sarah Fazzolari – Assemblywomen Margie Donlon and Luanne M. Peterpaul

Assemblywoman Margie Donlon and Senator Vin Gopal were present to present a resolution to Colts Neck resident and West Point graduate, Sarah Fazzolari. The Township Committee congratulated Ms. Fazzolari on her accomplishment and wished her success in her future endeavors.

6. **Approval of minutes:**

   a. June 12, 2024 – Regular meeting
   b. June 12, 2024 – Executive session

Mayor Rizzuto called for a motion to approve. On a motion by Committeewoman Fitzpatrick, seconded by Committeeman Viola and a unanimous roll call vote, the minutes were approved as presented.

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

7. **Old Business:**

a. Ordinance 2024-17: An ordinance of Colts Neck Township in the County of Monmouth, State of New Jersey, amending ordinance 2024-13, an ordinance setting the salary and wage ranges for township employees

Mayor Rizzuto read the ordinance by title for second reading/public hearing. Mayor Rizzuto called for comments. Administrator Capristo advised that this ordinance is to set the wage ranges for summer camp employees. Hearing no further comments, Mayor Rizzuto called for a motion to open the public hearing. On a motion by Deputy Mayor Buss, seconded by Committeeman Viola and a unanimous 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 Deputy Mayor Buss and a unanimous 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 unanimous 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					

8. **New business:**

a. Ordinance 2024-18: An ordinance amending the Emergency Services Volunteer Length of Service Awards Program (LOSAP) in Colts Neck Township

Mayor Rizzuto read the ordinance by title for first reading/introduction. Mayor Rizzuto called for comments. Deputy Mayor Buss stated that the Fire Police were not originally included in the LOSAP program. Deputy Mayor Buss explained that this ordinance amendment is to include the Fire Police in the LOSAP program. Deputy Mayor Buss stated that the Fire Police will be held to the same response percentage requirements as the Fire Department. Deputy Mayor Buss stated that she is happy to see the Fire Police included in this program for all of the calls that they respond to and for their contribution in keeping the Colts Neck community safe. 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 unanimous roll call vote, the ordinance was approved for introduction/first reading. Mayor Rizzuto stated that the public hearing is scheduled for July 10, 2024.

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					

b. Resolution 2024-105: Establishing 2024 salaries and wages for non-union township positions

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

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

c. Resolution 2024-106: Confirming hiring Colts Neck Township summer camp supervisory staff

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

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

d. Resolution 2024-107: Authorizing rejection of bid for Private Snow Removal Services

Mayor Rizzuto called for comments. Administrator Capristo stated that the township solicited public bids twice for private snow removal services. Administrator Capristo stated that both times the township received one bid, which was from the current vendor contracted with the township for private snow removal. Administrator Capristo stated that both times the bid submitted was significantly more than the township wishes to pay, therefore the bid is being rejected. Committeeman Bartolomeo stated that the township has only received one bid for private snow removal and urged residents if they know anyone with the proper equipment and requirements to submit a bid to have them do so when the township solicits bids for this service. 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 unanimous 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 2024-108: Authorizing the Mayor and the Municipal Clerk to execute a Shared Services agreement with the Borough of West Long Branch for Tax Collector Services

Mayor Rizzuto called for comments. Administrator Capristo stated that the Township was contacted by the Borough of West Long Branch who expressed interest in a Shared Services Agreement for tax collection services. Administrator Capristo stated that the township negotiated an agreement, and this resolution authorizes the agreement and the execution of said agreement. Township Attorney Meghan Bennett stated that she reviewed the agreement and resolution, and all is in order. Hearing no further comments, Mayor Rizzuto called for a motion to approve. On a motion by Deputy Mayor Buss, seconded by Committeeman Bartolomeo and a unanimous 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		X			
Bartolomeo	S	X			
Fitzpatrick		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

f. Resolution 2024-109: Authorizing the purchase of a 2024 Ford F150 4x2 Crew Cab for the Department of Public Works, N.J. State Contract #17-FLEET-00212, $53,034.00

Mayor Rizzuto called for comments. Committeeman Viola stated that this is part of the capital budget and will be paid for out of the pay as you go capital funds. Hearing no further comments, Mayor Rizzuto called for a motion to approve. On a motion by Committeeman Bartolomeo, seconded by Committeeman Viola and a unanimous roll call vote, the resolution 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					

g. Resolution 2024-110: Authorizing the purchase of Motorola portable radios for the Colts Neck Police Department, N.J. State Contract #83909, $24,651.75

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 unanimous 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					

h. 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 2024-111: Approving and authorizing the execution of a Shared Services Agreement between Colts Neck Township and the Colts Neck Township Schools Board of Education (Special Law Enforcement Officers III, SLEO III)

b. Resolution 2024-112: Approving and authorizing the execution of a Shared Services Agreement between Colts Neck Township and the Freehold Regional High School District Board of Education (Special Law Enforcement Officers III, SLEO III)

c. Resolution 2024-113: Approving renewal of liquor licenses for the 2024/2025 license year

d. Resolution 2024-114: Authorizing refund of overpayment of 2024 property taxes, Begley

e. Resolution 2024-115: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the MA-2025-Improvements to Montrose Road - 00378

Mayor Rizzuto called for a motion to approve. On a motion by Committeeman Viola, seconded by Deputy Mayor Buss and a unanimous 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					

i. Approval of Vouchers

Committeeman Viola stated that he reviewed all of the vouchers and found all to be in order. Committeeman Viola made a motion to approve the bill list.

Mayor Rizzuto called for a second to Committeeman Viola's motion, seconded by Committeewoman Fitzpatrick and a unanimous 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		X			
Fitzpatrick	S	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.

j. Administrator's Report
Administrator Capristo reported that the residents of Deer Path Lane and Forest Way have submitted a request to host a block party. Administrator Capristo stated that these residents hosted a block party in 2022. Administrator Capristo stated that the residents were provided a list of conditions that were put together by the Chief of Police and herself to ensure safety and traffic control. Administrator Capristo stated that the Chief of Police has reviewed the current request as well as the list of conditions that were provided in 2022 and sees no problem with approving the request pending the conditions being met. Administrator Capristo stated that the block party is scheduled for September 7, 2024, with a rain date of September 8, 2024.

The Township Committee approved the request for the residents to host a block party pending the conditions provided to them are met.

k. Township Committee Reports

Committeeman Bartolomeo

- Committeeman Bartolomeo stated that the Sports Foundation is under new leadership. Committeeman Bartolomeo stated that going forward the Sports Foundation would like to utilize their fundraising capacity towards a specific project. Committeeman Bartolomeo stated that the Sports Foundation asked about lights at Five Points Park. Committeeman Bartolomeo stated that he explained that the township is very light sensitive, however, it could be presented and discussed. Committeeman Bartolomeo stated that the Sports Foundation is not presenting anything at this moment and told the township committee to stay tuned for more information on project ideas in the future.

Committeewoman Fitzpatrick

- Committeewoman Fitzpatrick reminded residents to join the Independence Celebration hosted by the Colts Neck Business Association on July 3, 2024 at Bucks Mill Park beginning at 6:00 p.m. Committeewoman Fitzpatrick spoke about the apple pie contest, and also stated that the cost of the event this year is astronomical due to inflation and therefore the CNBA is requesting a donation when patrons park for the event. Committeewoman Fitzpatrick stated that if the parking becomes full, parking will be closed at 8:30 p.m.

Committeeman Viola:

- Committeeman Viola reported that summer camp started this week with 175 registered campers.
- Committeeman Viola stated that the next Summer Concert series will be on July 11, 2024.
- Committeeman Viola stated that no decision from the court in regard to affordable housing has been received yet.
- Committeeman Viola stated that resurfacing on Cedar Drive is finishing up from last year and the capital road improvements will continue.
- Committeeman Viola reported that the Senior Citizens Club have a meeting scheduled on July 3, 2024.
- Committeeman Viola reported that the Chief Financial Officer, John Antonides will be present at the July 10, 2024, meeting to review the annual audit.

Deputy Mayor Buss:

- Deputy Mayor Buss stated that the Friends of the Library Book Sale is scheduled for September 21, 2024, and September 22, 2024, and they will be accepting book donations until August 31, 2024.
- Deputy Mayor Buss stated that the Prevention Alliance is preparing for National Night Out on August 6, 2024, at Bucks Mill Park. Deputy Mayor Buss stated that National Night Out is sponsored by the Prevention Alliance and the Colts Neck PBA.
- Deputy Mayor Buss stated that the Colts Neck Board of Education has a meeting tonight and will honor John Camera, who recently passed away, for his eighteen (18) months of service on the Board of Education, six (6) of those months as the President of the Board. Deputy Mayor Buss expressed her condolences to the Camera family.

Mayor Rizzuto:

- Mayor Rizzuto reported that reported that the Office of Emergency Management (OEM) continues to work on the five-year safety plan.
- Mayor Rizzuto stated that he and the entire Township Committee witnessed Chief Santucci's final walkout today. Mayor Rizzuto thanked Chief Santucci for his service and his dedication to Colts Neck for the past thirty (30) years.
- Mayor Rizzuto stated that the Historic Preservation Committee is planning for the Halloween hayride event, which will take place on October 19, 2024. Mayor Rizzuto stated that last year's event was well attended and the Historic Preservation Committee is planning a bigger event this year. Mayor Rizzuto stated that information regarding the event will be posted on the township website as it gets closer to the date.

9. Public Comment:

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

Kevin O'Brien, resident, stated that he searched the internet for companies that offer snow plowing in the area and found a list of different companies on the internet. Mr. O'Brien stated that the Township Committee could reach out to potential vendors for private snow removal services. Mr. O'Brien stated that the recent thunderstorms have created lots of brush and debris throughout the township and opined that the Township may want to collect it or advise residents that they need to move it from the roadway. Mr. O'Brien spoke about other communities who have adopted an ordinance for a sky glow program for lower lighting.

Elaine Mann, resident, addressed Committeeman Viola and stated that he spoke with her after a meeting and provided a response to a question she had in regard to the bills list. Ms. Mann stated that Committeeman Viola should have provided that response in a meeting where it would be on the record. Ms. Mann commented that the Governing Body needs to offer Zoom meetings for those members of the public who are unable to physically attend the meetings. Ms. Mann stated that she submitted an OPRA request for the reimbursement Administrator Capristo receives for the cost of the zoom account. Ms. Mann inquired as to the purpose of Administrator Capristo's zoom meetings at home.

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 Deputy Mayor Buss, seconded by Committeeman Viola and a unanimous voice vote, public comment was closed.

10. Discussion of Public Comment:

Mayor Rizzuto responded to Ms. Mann stating that he will never be in favor of offering zoom meetings and spoke about the recordings being an OPRA nightmare for the municipality.

Committeeman Viola responded to Ms. Mann stating that the Zoom account is kept for impromptu meetings as well as for the municipal court.

Committeeman Bartolomeo responded to Mr. O'Brien who had already departed from the meeting, stating that the Township Committee cannot contact a vendor from the yellow pages, the process must be contracted by open public bidding. Committeeman Bartolomeo spoke about the history of plowing in Colts Neck stating that the decision to have a contractor plow two-thirds of the township and the Department of Public Works plow one-third of the township dates back to a gentleman named Charles Buck who once worked for the township.

Committeeman Viola responded to Mr. O'Brien, who had departed from the meeting, stating that the township will not be offering an additional brush pick up for storm debris. Committeeman Viola responded that residents may bring their brush to the Department of Public Works yard.

11. <u>Adjournment</u>:

As there was no further business, Mayor Rizzuto called for a motion to adjourn. On a motion by Deputy Mayor Buss, seconded by Committeeman Viola and a unanimous voice vote, the meeting adjourned at 5:33 p.m.

Trina Lindsey, RMC
Municipal Clerk

APPROVED: 07/10/24