COLTS NECK TOWNSHIP
TOWNSHIP COMMITTEE REGULAR MEETING MINUTES
MAY 8, 2024, 6:30 P.M.
TOWN HALL

---

1. Mayor Rizzuto called the meeting to order at 6:30 p.m.

2. Mayor Rizzuto asked everyone to join him in 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 May 8, 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 May 3, 2024, noting the meeting time change from 7:00 p.m. to 6:30 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 (Arrived at 6:35 pm) and Committeewoman Sue Fitzpatrick
Also Present:	Kathleen Capristo, Township Administrator, Trina Lindsey, Municipal Clerk, and Meghan Bennett, Township Counsel
Absent:	None

5. Resolution 2024-79: Executive Session – Potential Litigation

   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					

   After executive session, Mayor Rizzuto called for a motion to return to open session at 7:10 pm. On a motion by Committeeman Viola, seconded Committeewoman Fitzpatrick and a unanimous voice vote, the meeting was back in open session.

6. **Proclamation(s):**

   a. Mental Health Awareness within Colts Neck Township, May 2024

   Mayor Rizzuto read the proclamation and requested it be presented to Anita Dedalis, Prevention Alliance.

7. **Approval of minutes:**

   a. April 24, 2024 – Executive Session
   b. April 24, 2024 – Regular Meeting

Mayor Rizzuto called for a motion to approve. On a motion by Deputy Mayor Buss, seconded by Committeewoman Fitzpatrick 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	M	X			
Viola		X			
Bartolomeo		X			
Fitzpatrick	S	X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

8. Old Business:

a. Ordinance 2024-14: An ordinance of Colts Neck Township , County of Monmouth, State of New Jersey, establishing a new chapter in Part II: General Legislation entitled "Fire Prevention – Outdoor Burning" of the code of Colts Neck Township

Mayor Rizzuto read the ordinance by title for second reading/public hearing. Mayor Rizzuto called for comments. Township Planner, Tim Anfuso, reviewed the changes and updates to the ordinance for the public. Mayor Rizzuto called for a motion to open the public hearing. On a motion by Deputy Mayor Buss, seconded by Committeewoman Fitzpatrick and a unanimous voice vote, the public hearing was opened.

Tom Orgo, resident, stated that he thinks this ordinance is a good ordinance. Mr. Orgo stated that residents should be made aware that we are currently under an extreme fire threat.

Hearing no further 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 Viola, seconded by Committeeman Bartolomeo 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	M	X			
Bartolomeo	S	X			
Fitzpatrick		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

9. New business:

a. Ordinance 2024-15: An ordinance of Colts Neck Township, in the County of Monmouth and the State of New Jersey amending and supplementing Chapter 102 of the code of Colts Neck Township entitled "Development Regulations"

Mayor Rizzuto read the ordinance by title for first reading/introduction. Mayor Rizzuto called for comments. Township Planner, Tim Anfuso reviewed the ordinance and the changes for the public, stating that the ordinance is primarily the same ordinance that did not previously pass except the screening requirements along side and rear property lines which has been introduced in various zones. Hearing no further comments, Mayor

Rizzuto called for a motion to approve. On a motion by Committeeman Viola, seconded by Committeewoman Fitzpatrick and a unanimous roll call vote, the ordinance was approved for introduction/first reading. Mayor Rizzuto stated that the public hearing is scheduled for June 12, 2024.

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					

b. Ordinance 2024-16: Capital ordinance providing for various general capital improvements, by and in Colts Neck Township, in the County of Monmouth, State of New Jersey; appropriating $2,623,250 therefor ($2,282,767 from the capital improvement fund and a $340,483 grant from the New Jersey Department of Transportation) to pay the cost thereof

Mayor Rizzuto read the ordinance by title for first reading/introduction. Mayor Rizzuto called for comments. Committeeman Viola explained that the township is using the pay as you go capital funds which still requires a capital ordinance to be adopted. Hearing no further comments, Mayor Rizzuto called for a motion to approve. On a motion by Deputy Mayor Buss, seconded by Committeewoman Fitzpatrick and a unanimous roll call vote, the ordinance was approved for introduction/first reading. Mayor Rizzuto stated that the public hearing is scheduled for May 22, 2024.

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

c. Resolution 2024-80: Authorizing the purchase of one vehicle installation package for the Colts Neck Fire Department, Campbell Supply Company, $33,820.19

Mayor Rizzuto called for comments. Deputy Mayor Buss stated that this resolution is for the cost to outfit the new fire truck and to install old and new equipment in the fire truck. 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					

d. Resolution 2024-81: Approving insertion of Special Item of Revenue – Stormwater Assistance Grant

Mayor Rizzuto called for comments. Administrator Capristo stated that at the time of the budget workshop the amount of the grant was unknown, which has been determined to be a $15,000 grant. Hearing no further comments, Mayor Rizzuto called for a motion to approve. On a motion by Deputy Mayor Buss, 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	M	X			
Viola		X			
Bartolomeo		X			
Fitzpatrick	S	X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

e. Resolution 2024-82: Resolution authorizing execution of N.J.D.E.P. "Treatment Works Approval" Statement of Consent for Charleston Meadows, (Countryside Developers, Inc.), Block 42, Lot 4, application PB753

Mayor Rizzuto called for comments. Committeeman Viola explained that last year the Township Committee adopted this resolution, the N.J.D.E.P. moved too slowly and the resolution has expired and the N.J.D.E.P. requires a new resolution. Hearing no further comments, Mayor Rizzuto called for a motion to approve. On a motion by Committeeman Viola, 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	M	X			
Bartolomeo		X			
Fitzpatrick	S	X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

f. Resolution 2024-83: Authorizing award of contract Various Drainage Inlet Reconstruction, Earle Asphalt Company

Mayor Rizzuto called for comments. Administrator Capristo stated that the Township directed the Township Engineer, Glenn Gerken to solicit quotes for inlet repair. Administrator Capristo stated that this is in the 2024 budget. Administrator Capristo stated that three quotes were received with Earle Asphalt Company being the lowest quote. 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					

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 2024-84: Authorizing a Shared Services Agreement between Cols Neck Township and the County of Monmouth for Open Public Records Search System Records Information Management Module (OPRS-RIM) through June 30, 2029

b. Resolution 2024-85: Authorizing rejection of bids for Janitorial and Cleaning Services

c. Resolution 2024-86: Authorizing rejection of bids for Private Snow Removal Services

d. Resolution 2024-87: Authorizing rollback taxes for farmland taxes, Caneiro

Mayor Rizzuto called for a motion to approve. On a motion by Deputy Mayor Buss, 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	M	X			
Viola		X			
Bartolomeo		X			
Fitzpatrick	S	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 that 94% of the bills list is distributed to other entities that the local municipality collects tax for. 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.

i. Administrator's Report
Administrator Capristo reported that the Cystic Fibrosis Foundation is seeking approval from the Governing Body to host a portion of their annual Cycle for Life event in Colts Neck. Administrator Capristo stated that the event is scheduled for September 28, 2024, and the Chief of Police has no objection and will work with the foundation on proper street closing, traffic detours, etc. to ensure the safety of motorists in Colts Neck as well as the participants of the event.

The Governing Body unanimously approved the event.

j. Township Committee Reports

Committeeman Bartolomeo

- Committeeman Bartolomeo stated that the Shade Tree Commission hosted the annual saplings giveaway on April 27, 2024, and gave out 300 saplings to Colts Neck residents. Committeeman Bartolomeo thanked Bartlett Tree Experts for donating the saplings.
- Committeeman Bartolomeo discussed stickers that alert emergency responders to things such as an electric vehicle in the garage, pets in the home, a senior citizen, special needs person, etc. Committeeman Bartolomeo stated that these stickers are placed on the garage door or other outside area and asked if the township would consider supplying said stickers to the residents. Mayor Rizzuto added that the County has a registration program for families with a family member who is special needs and residents can take advantage of registering for that program.

Committeewoman Fitzpatrick

- Committeewoman Fitzpatrick reported that the Shade Tree Commission sapling giveaway was this past Saturday at Bucks Mill Park with Committeeman Bartolomeo and members of the Shade Tree Commission, Environmental Commission and the Green Team who gave away seed packets and an informative composting demonstration by resident Charlene Kiley, who is a NJ Water Ambassador.
- Committeewoman Fitzpatrick stated that she met with Jena Cosimo, Chair of the Farmland and Open Space Committee, Tim Anfuso, Township Planner and Finance Chair Committeeman Viola to review properties that have expressed interest in preservation. Committeewoman Fitzpatrick stated that possible funding has expanded from many areas and the township needs to be prepared for any grant funds.
- Committeewoman Fitzpatrick stated that last Tuesday, she met with some department heads to discuss preparation for the Memorial Day parade. Committeewoman Fitzpatrick encouraged residents to show their patriotic pride throughout town, and especially along the parade route.
- Committeewoman Fitzpatrick reported that last Wednesday she attended the Colts Neck Business Association's (CNBA) Executive Board, where plans were discussed for the CNBA's involvement in the Memorial Day parade festivities as well as the Independence Day celebration on July 3, 2024. Committeewoman Fitzpatrick reminded everyone of the CNBA's networking event at Robert DeFalco Realty at the Orchards Plaza in Colts Neck beginning at 5:30 p.m on May 16, 2024.
- Committeewoman Fitzpatrick stated that she attended the Colts Neck Lion's Club Kentucky Derby event this past Saturday, which was a very special event with proceeds going to support the Monmouth County Braille Trails project.
- Committeewoman Fitzpatrick stated that the Colts Neck Community Band has a concert tomorrow night, May 9, 2024 at the Colts Neck High School at 7:30 p.m. Committeewoman Fitzpatrick stated that the concert is free to attend and they will also have a concert on June 7, 2024 at 7:30 p.m. at the Thompson Park Activity Barn in Lincroft.

Committeeman Viola:

- Committeeman Viola reported that he attended the Colts Neck Lion's Club Kentucky Derby which was a wonderful event.
- Committeeman Viola reminded residents that the May 22, 2024, Township Committee meeting will be held at the Conover Road Primary School at 7:00 p.m. and will be an informational session on affordable housing, mostly focusing on the Round 4 obligation.
- Committeeman Viola stated that Clean Up Day at Mazza Recycling was a success.
- Committeeman Viola stated that senior pick of bulk items is wrapping up this week, and the first round of brush pick up in Zone 1 is complete and there will be a second pick up once the first round of pick up is done in all zones.
- Committeeman Viola stated that residents will be receiving in the mail a recreation flyer, which should be going out in the mail next week.
- Committeeman Viola stated that summer camp is filling up quickly and has approximately 150 children registered so far.

Deputy Mayor Buss:

- Deputy Mayor Buss stated that she attended the Board of Education budget presentation which was very informative. Deputy Mayor Buss stated that Vince Marasco gives a great presentation. Deputy Mayor Buss encouraged residents to visit their website and view the presentation.
- Deputy Mayor Buss stated that the Friends of the Library book sale was a huge success and raised almost $4,000. Deputy Mayor Buss congratulated the Friends of the Library on the successful sale.

Mayor Rizzuto:

- Mayor Rizzuto reported that OEM is continuing work on the five-year plan.
- Mayor Rizzuto stated that Lieutenant Danny DeVito has been selected as the next Chief of Police and will work with Chief Paul Santucci on the transition.
- Mayor Rizzuto reported that the Historic Preservation Committee hosted the school trip at the Montrose School and is planning the Halloween event which was a tremendous success last year and will be even bigger this year.
- Mayor Rizzuto stated that he attended the Colts Neck Lion's Club Kentucky Derby which was a great event and a great tasting with great food also.

10. <u>Public Comment:</u>

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

Kevin O'Brien, resident, thanked Committeeman Viola for reporting that the Department of Public Works will be back for a second brush pick up. Mr. O'Brien stated that the crew was at his residence on Friday, and he offered them bottled water and stated that if that is not allowed to please advise him. Mr. O'Brien asked how many affordable housing units from Round 3 have been built and also asked if the affordable housing professionals will be in attendance at the meeting on May 22, 2024. Mr. O'Brien asked why Big Brook Preserve is closed.

Melinda Martin, resident, stated that she lives in Zone 1 and her brush has not been picked up yet.

Elaine Mann, resident, stated that evidence has proven that time and time again residents have been misinformed. Ms. Mann spoke about the Colts Neck Manor project and asked why the Township Engineer, Glenn Gerken did not hire a Hydrologist. Ms. Mann stated that the town could have hired a Hydrologist and charged the expense to the applicant. Ms. Mann asked Committeeman Bartolomeo how many Department of Public Works employees there are, and asked what the Superintendent and the Forman do when the town has so many outside contractors. Ms. Mann noted several bills on the bills list and spoke about the Department of Public Works Superintendent and Foreman taking a vehicle home daily. Ms. Mann questioned why Administrator Capristo is

reimbursed for a Zoom account, however, the Township does not record its meetings. Ms. Mann commented that there must be a lot of guilt on the dais.

Fulton Wilcox, resident, stated that he made two trips to Mazza Recycling for Clean Up Day and the process there worked out very well and he appreciated that service. Mr. Wilcox stated that he traveled by Schlesinger Park and the park looks rather beat up. Mr. Wilcox asked if funds are needed and stated that he would be willing to make a donation.

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.

11. Discussion of Public Comment:

Committeeman Viola responded to Mr. O'Brien stating that all of the affordable housing professionals will be in attendance at the meeting on May 22, 2024, and also responded to Mr. O'Brien stating that none of the units for the Round 3 obligation have been built.

Committeeman Viola responded to Ms. Martin stating that the Department of Public Works did not get to all of Zone 1 and will finish up that Zone this week.

Township Attorney Bennett responded to Mr. O'Brien stating that a visitor to Big Brook Preserve identified several trees in the area that could be hazardous and possible fall down. Attorney Bennett stated that the County is coming to assess the trees and assess if they can help, if the County is unable to help the Township will have to take care of the trees because it is a danger.

Committeewoman Fitzpatrick stated that the Environmental Commission members will be volunteering to clean up Schlesinger Park.

Deputy Mayor Buss responded to Ms. Mann stating that she has no guilt on her end and stated that the Township staff does a phenomenal job and extended a big thank you to all of the staff at the Township.

12. Adjournment:

As there was no further business, Mayor Rizzuto called for a motion to adjourn. On a motion by Deputy Mayor Buss, seconded by Committeewoman Fitzpatrick and a unanimous voice vote, the meeting adjourned at 7:44 p.m.

Trina Lindsey, RMC
Municipal Clerk

APPROVED: 05/22/24