COLTS NECK TOWNSHIP
TOWNSHIP COMMITTEE REGULAR MEETING MINUTES
APRIL 26, 2023, 6:00 P.M.
TOWN HALL

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1. Mayor Fitzpatrick called the meeting to order at 6:00 p.m.

2. Mayor Fitzpatrick asked everyone to join her in the salute to the flag.

3. Administrator, Kathleen 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 9, 2023, stating that a regular meeting of the Township Committee would be held on April 26, 2023, 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 April 24, 2023, noting the meeting time change from 7:00pm to 6:00pm.

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

Present:	Mayor Sue Fitzpatrick, Deputy Mayor Frank Rizzuto, Committeewoman Tara Torchia Buss, Committeeman Michael Viola, and Committeeman J.P. Bartolomeo
Also Present:	Kathleen Capristo, Township Administrator, Trina Lindsey, Municipal Clerk and Meghan Bennett, Township Counsel
Absent:	None

5. **Resolution 2023-72:** Executive session

   Mayor Fitzpatrick called for a motion to approve. On a motion by Committeeman Viola, seconded by Committeeman Bartolomeo and a unanimous roll call vote, the resolution was adopted.

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

   The Governing Body went into executive session at 6:03pm. The Governing Body returned to open session on a motion by Deputy Mayor Rizzuto, seconded by Committeewoman Buss and a unanimous voice vote at 7:00pm.

6. **Proclamation(s):**

   a. National Donate Life month – April 2023

   Committeeman Bartolomeo read the proclamation and presented it to Carolyn Welsh who is a lifelong resident of Colts Neck and the President/CEO of NJ Sharing Network. Ms. Welsh shared a few words about the importance of donating tissue and organs and saving another person's life. Ms. Welsh thanked the Governing Body for the proclamation and allowing her to accept it on behalf of NJ Sharing Network.

   b. National Foster Care month within Colts Neck Township – May 2023

Mayor Fitzpatrick read the proclamation and stated that it will be forwarded to Anita Dedalis, Prevention Alliance. Committeewoman Buss stated that she was previously a Casa volunteer in Maryland. Committeewoman Buss stated that foster care for children is not just a problem in urban areas, it is needed everywhere. Committeewoman Buss encouraged all to donate or become a volunteer.

7. <u>2023 Municipal Budget:</u>

Chief Financial Officer, John Antonides, stated that the budget process is a long process that he and Administrator Capristo start at the end of December to come up with a sound municipal budget. Mr. Antonides reviewed some highlights of the budget stating that there is a zero percent increase in the municipal rate, the township's surplus has a balance of just under $2.4 million, and the township has adopted an aggressive pay as you go capital program.

Committeeman Viola thanked Mr. Antonides for the long hours and dedicated work that goes into the municipal budget. Committeeman Viola also thanked Administrator Capristo and the department heads. The other Governing Body members echoed Committeeman Viola's comments.

Mayor Fitzpatrick called for a motion to open the public hearing of the 2023 municipal budget. On a motion by Committeeman Viola, seconded by Deputy Mayor Rizzuto and a unanimous roll call vote, the public hearing was opened.

Fulton Wilcox, resident, commented that it is certainly good that in terms of the rates people are not being hit hard, however people are still being hit hard in dollars. Mr. Wilcox commented that the zero percent tax increase translates to $2,800 per taxpayer. Mr. Wilcox stated that the budget is a part of inflation. Mr. Wilcox spoke about the new municipal building which is a symbol of spending and is currently non-productive.

Allan Ryan, resident, congratulated the staff and Governing Body for keeping the tax rate flat. Mr. Ryan also commented on the low interest rate for the bonds in connection with the new municipal building.

Seeing no further comments and/or questions from the public, Mayor Fitzpatrick called for a motion to close the public hearing. On a motion by Committeeman Bartolomeo, seconded by Deputy Mayor Rizzuto and a unanimous voice vote the public hearing was closed.

8. Resolution 2023-73: Authorizing adoption of 2023 municipal budget

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

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

9. <u>Approval of minutes:</u>

a. April 12, 2023 – Regular meeting

Mayor Fitzpatrick called for comments. Hearing none, Mayor Fitzpatrick called for a motion to approve the minutes as presented. On a motion by Deputy Mayor Rizzuto,

seconded by Committeewoman Buss and a majority roll call vote, the minutes were approved. Mayor Fitzpatrick abstained.

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

10. <u>Old business:</u>

a. Ordinance 2023-8: Bond ordinance providing for various 2023 general capital improvements and the acquisition of various 2023 capital equipment by and in Colts Neck Township, in the County of Monmouth, State of New Jersey; appropriating $1,581,870 therefor (including a $356,570 grant from the New Jersey Department of Transportation) and authorizing the issuance of $1,211,667 bonds or notes to finance part of the cost thereof

Mayor Fitzpatrick read the ordinance by title for second reading/public hearing. Mayor Fitzpatrick called for comments from the committee, hearing none, Mayor Fitzpatrick called for a motion to open the public hearing. On a motion by Deputy Mayor Rizzuto, seconded by Committeeman Bartolomeo and a unanimous voice vote, the public hearing was opened. Mayor Fitzpatrick called for questions and/or comments from the public, hearing none, Mayor Fitzpatrick called for a motion to close the public hearing. On a motion by Committeeman Bartolomeo, seconded by Deputy Mayor Rizzuto and a unanimous voice vote, the public hearing was closed. Mayor Fitzpatrick called for a motion to approve. On a motion by Committeeman Bartolomeo, seconded by Deputy Mayor Rizzuto and a unanimous roll call vote, the ordinance was adopted.

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

b. Ordinance 2023-9: Capital ordinance providing for various general capital improvements and acquisition and installation of various equipment, by and in Colts Neck Township, in the County of Monmouth, State of New Jersey; appropriating $371,000 therefor from the capital account to pay for the cost thereof

Mayor Fitzpatrick read the ordinance by title for second reading/public hearing. Mayor Fitzpatrick called for comments from the committee, hearing none, Mayor Fitzpatrick called for a motion to open the public hearing. On a motion by Deputy Mayor Rizzuto, seconded by Committeeman Bartolomeo and a unanimous voice vote, the public hearing was opened. Mayor Fitzpatrick called for questions and/or comments from the public, hearing none, Mayor Fitzpatrick called for a motion to close the public hearing. On a motion by Deputy Mayor Rizzuto, seconded by Committeeman Bartolomeo and a unanimous voice vote, the public hearing was closed. Mayor Fitzpatrick 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 Fitzpatrick		X			
Deputy Mayor Rizzuto		X			
Torchia Buss		X			
Viola	S	X			
Bartolomeo	M	X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

c. Ordinance 2023-10: Ordinance providing for the undertaking of various improvement, by and in Colts Neck Township, in the County of Monmouth, State of New Jersey; reappropriating excess bond proceeds and reappropriating capital funds in the aggregate amount of $49,914 to finance the cost thereof

Mayor Fitzpatrick read the ordinance by title for second reading/public hearing. Mayor Fitzpatrick called for comments from the committee, hearing none, Mayor Fitzpatrick called for a motion to open the public hearing. On a motion by Deputy Mayor Rizzuto, seconded by Committeeman Bartolomeo and a unanimous voice vote, the public hearing was opened. Mayor Fitzpatrick called for questions and/or comments from the public, hearing none, Mayor Fitzpatrick called for a motion to close the public hearing. On a motion by Committeeman Bartolomeo, seconded by Committeeman Viola and a unanimous voice vote, the public hearing was closed. Mayor Fitzpatrick 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 Fitzpatrick		X			
Deputy Mayor Rizzuto		X			
Torchia Buss		X			
Viola	M	X			
Bartolomeo	S	X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

11. <u>New business:</u>

a. Resolution 2023-74: Establishing 2023 salaries and wages for non-union Township positions

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

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

b. Resolution 2023-75: Authorizing the exercising of third year option contract for snow removal services for the Department of Public Works of Colts Neck Township 11/15/2023-04/15/2024

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

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

c. Resolution 2023-76: Confirming appointment of Township Professional pursuant to N.J.S.A. 40A:11-5

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

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

d. Resolution 2023-77: 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 No. PB753

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

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

e. Resolution 2023-80: Authorizing sale of Municipal personal property through on-line auction

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

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

f. Ordinance 2023-11: An ordinance of Colts Neck Township, in the County of Monmouth, State of New Jersey, setting the salary and wage ranges for township employees

Mayor Fitzpatrick read the ordinance by title for first reading/introduction. Mayor Fitzpatrick called for comments. Hearing none, Mayor Fitzpatrick called for a motion to approve. On a motion by Committeeman Bartolomeo, seconded by Deputy Mayor Rizzuto and a unanimous roll call vote, the ordinance was approved for introduction. Mayor Fitzpatrick stated that the public hearing is scheduled for May 10, 2023.

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

g. Consent Agenda

a. Resolution 2023-78: Authorizing the release of unexpended escrow funds, St. Mary's Catholic Church, Block 19, Lot 18, PB590

b. Resolution 2023-79: Authorizing release of unexpended inspection and escrow fees, St. Mary's Catholic Church, Block 19, Lot 18, PB696

Mayor Fitzpatrick called for a motion to approve. On a motion by Committeeman Viola, seconded by Deputy Mayor Rizzuto and a unanimous roll call vote, the resolutions on the consent agenda were adopted.

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Fitzpatrick		X			
Deputy Mayor Rizzuto	S	X			
Torchia Buss		X			
Viola	M	X			
Bartolomeo		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 pointed out a few notable items such as the Department of Public Works roll off truck and Griffin Engineering in connection with the new municipal building. Committeeman Viola stated that he made a motion to approve the bills list.

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

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

Committeewoman 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.

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

i. Administrator's report:
None

j. Township Committee reports:

Committeeman Viola

- Committeeman Viola reported that he attended the retirement ceremony for Captain Ed Callahan at Naval Weapons Station Earle which was also an installation ceremony for his replacement Captain Brewski Smith. Committeeman Viola commented that it was an outstanding event.
- Committeeman Viola stated that he attended a reception at Becker Hardware who is closing their doors after fifty plus years in Colts Neck Township.
- Committeeman Viola stated that the court has not come to a decision as of yet in regard to Affordable Housing.
- Committeeman Viola reminded everyone that the Colts Neck Lion's Club Kentucky Derby is May 6, 2023, at Bucks Mill Park and tickets are on sale.

Committeeman Bartolomeo

- Committeeman Bartolomeo reported that Clean Up Day is scheduled for May 6, 2023 at Mazza Recycling from 7:00am – 1:00pm.
- Committeeman Bartolomeo reported that the Department of Public Works is in Zone 4 for brush pick up this week and reminded residents that leaf pick up is not until the fall.
- Committeeman Bartolomeo stated that the Recycling yard is open now on Saturday's.
- Committeeman Bartolomeo stated that the Shade Tree Commission nominated a new Chairman, Kyle Reese.
- Committeeman Bartolomeo stated that Saturday, April 29, 2023 the Shade Tree Commission has their sapling giveaway at Town Hall along with the Green Team Committee who will also give out marigold seedlings. Committeeman Bartolomeo stated that due to receiving a lower number of saplings residents are limited to two per resident.
- Committeeman Bartolomeo stated that the new addition of the fountain at the Town Hall pond is up and operating and was a generous donation by a resident.

Committeewoman Buss

- Committeewoman Buss reported that the Colts Neck Business Association (CNBA) had a lovely meeting where Art Becker of Becker Hardware was honored.

- Committeewoman Buss reported that the CNBA will host the fireworks event on July 3, 2023, at Bucks Mill Park.
- Committeewoman Buss reported that the Board of Education approved a tentative budget as well as approved the return of the Stokes trip for students. Committeewoman Buss stated that the Board of Education's next meeting is May 3, 2023, where they are scheduled to adopt their budget.
- Committeewoman Buss stated that the high school has had some very informative and great speakers provided by the Colts Neck Prevention Alliance, who will also be bringing in some student athlete speakers in the near future.
- Committeewoman Buss reminded residents that the Friends of the Library book sale is this weekend and provided flyers for any residents who would like one.

Deputy Mayor Rizzuto

- Deputy Mayor Rizzuto reported that the Office of Emergency Management (OEM) is continuing to work on the five-year plan that is a mandatory overall emergency response plan that gets submitted to the County for approval and then the State.
- Deputy Mayor Rizzuto stated that he met with Police Chief Santucci to discuss the planning for moving into the new municipal building.
- Deputy Mayor Rizzuto stated that he met with the First Aid Squad and discussed organizational issues, future plans and the return to their building once the Police Department move out.
- Deputy Mayor Rizzuto stated that the Historic Preservation Committee is planning to host a Halloween event on October 2, 2023, at Fire Company #1, more information will follow on this event.
- Deputy Mayor Rizzuto reported that he also attended the retirement and installation ceremony at Naval Weapons Station Earle and commented that the new Captain Brewski Smith appears to be a very jovial person and will be good for Colts Neck.

Mayor Fitzpatrick:

- Mayor Fitzpatrick reported that she attended the NJ League of Mayors conference in Atlantic City and commented it was a great opportunity to meet and discuss many issues and concerns facing New Jersey's municipalities.
- Mayor Fitzpatrick reported that April 15, 2023, was the Baseball/Softball opening day at Laird field and the Township Committee threw the first ball. Mayor Fitzpatrick commented that the fields look great.
- Mayor Fitzpatrick reported that enrollment for summer camp is doing very well, however, there is a need for more counselors.
- Mayor Fitzpatrick stated that the Memorial Day Parade will be held on Monday, May 29, 2023, starting at 10:00am in the Town Hall parking lot and will travel to Memorial Park for a ceremony and end at Fire Company #2 for hot dogs and root beer. Mayor Fitzpatrick stated that the Grand Marshall will be Major Gregory Penczak. Mayor Fitzpatrick stated that there will be a decorating contest for the homes along the route of the parade. Mayor Fitzpatrick stated that there will be ice cream as well as bus drop off and pick up available.
- Mayor Fitzpatrick stated that there will be a Concert Series offered at Town Hall (pond side) this summer. The first concert is scheduled for May 25, 2023, from 7:00pm – 8:30pm. Mayor Fitzpatrick encouraged residents to bring their chairs and enjoy some great music.
- Mayor Fitzpatrick stated that the Green Team will join efforts this weekend with the Shade Tree Commission and will hand out Marigold seedlings on April 29, 2023, from 9:00am – 11:00am at Town Hall.
- Mayor Fitzpatrick stated that she attended a rain garden seminar hosted by Dr. Obrata, the Rutgers University professor who is Director of the New Jersey Water Resources Research Institute on design and construction of rain gardens. Mayor Fitzpatrick stated that the Colts Neck High School is very interested.
- Mayor Fitzpatrick reported that the Environmental Commission cleaned up Town Hall along with members from the Recreation Committee. Mayor Fitzpatrick stated that the Environmental Commission reviewed seven site plans at their meeting.

- Mayor Fitzpatrick commented that the Department of Public Works is doing a great job with brush pick up and their clean up efforts stating that Town Hall looks wonderful.
- Mayor Fitzpatrick stated that the fountain edition at Town Hall is a joy and a beautiful edition to our campus.
- Mayor Fitzpatrick stated that she and her fellow committee members attended the networking event hosted by the Colts Neck Business Association at Huddy's Inn where they also said farewell to Art Becker.
- Mayor Fitzpatrick stated that she and her fellow committee members attended the retirement and changing of command ceremony at Naval Weapons Station Earle for Captain Ed Callahan and Captain Brewski Smith. Mayor Fitzpatrick stated that it was a very moving ceremony and a humorous. Mayor Fitzpatrick stated that in attendance were two rear admirals and many dignitaries and longtime friends and family of Captain Callahan. Mayor Fitzpatrick stated that it was a tribute fitting a man who gave 40 years of service to his country and made a lasting impression on our town.
- Mayor Fitzpatrick stated that she attended the Colts Neck Trail Riders Club "Welcome Back" meeting and BBQ. Mayor Fitzpatrick stated that it was an interesting program about the importance of a proper fitting saddle for the horse and the rider. Mayor Fitzpatrick commented that an ill-fitted saddle can cause much harm to the horse. Mayor Fitzpatrick stated that the Trail Riders Club is very appreciative of the enhancement of the trails at Bucks Mill Park.
- Mayor Fitzpatrick stated that she attended the Monmouth County Tourism Advisory Group meeting where they discussed opportunities for townships to attract the film industry to their community, as well as a safe beach presentation where they provided a QR code that directs an individual to a dashboard of weather and beach conditions. "Know Before You Go". Mayor Fitzpatrick stated there is also an opportunity for the township to showcase and promote events on the County website.

12. Public Comment:

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

Allan Ryan, resident, commented that he attended the retirement and installation ceremony at Naval Weapons Station Earle. Mr. Ryan commented that it was a tremendous ceremony and a great send off for a great guy. Mr. Ryan stated that he was honored to be there and was proud to be an American.

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

13. Discussion of Public Comment:

Committeeman Bartolomeo stated that anyone who is interested can watch the retirement and installation ceremony on the Naval Weapons Station Earle Facebook page.

14. Adjournment:

As there was no further business, Mayor Fitzpatrick called for a motion to adjourn. On a motion by Deputy Mayor Rizzuto, seconded by Committeeman Viola and a unanimous voice vote, the meeting adjourned at 7:47 p.m.

Trina Lindsey, RMC
Municipal Clerk

APPROVED: 05/10/23