**COLTS NECK TOWNSHIP**
**TOWNSHIP COMMITTEE REGULAR MEETING MINUTES**
**MARCH 29, 2023, 7:00 P.M.**
**TOWN HALL**

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1. Mayor Fitzpatrick called the meeting to order at 7:00 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 March 29, 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."

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

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

5. **Proclamation(s):**

   a. Proclamation of Recognition Honoring Captain Edward Callahan, Naval Weapons Station Earle

Mayor Fitzpatrick read the proclamation in full. Mayor Fitzpatrick and the entire Township Committee presented Captain Edward Callahan with the proclamation and a statue representing Colts Neck Township. The Committee made several comments thanking Captain Callahan for his friendship, his sense of community and for building a long-lasting relationship with Colts Neck Township. Captain Callahan said a few words thanking the Governing Body and the residents of Colts Neck for welcoming him three years ago and for building the relationship that stands today with him and all of Naval Weapons Station Earle.

   b. National Alcohol Awareness month – April 2023

Committeeman Bartolomeo read the proclamation and presented it to Anita Dedalis of the Prevention Alliance.

   c. Child Abuse Prevention and Awareness month within Colts Neck Township – April 2023

Deputy Mayor Rizzuto read the proclamation and presented it to Anita Dedalis of the Prevention Alliance.

6. **Approval of minutes:**

   a. March 8, 2023 – Regular meeting
   b. March 13, 2023 – Special meeting
   c. March 13, 2023, Executive session

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 Committeeman Viola and a majority roll call vote, the minutes were approved. Committeeman Bartolomeo abstained from the March 8, 2023, minutes.

| RECORD OF VOTE | | | | | |
|---|---|---|---|---|---|
| | M S | Yes | No | NV | Ab |
| Mayor Fitzpatrick | | X | | | |
| Deputy Mayor Rizzuto | M | X | | | |
| Torchia Buss | | | | | X |
| Viola | S | X | | | |
| Bartolomeo | | X (13th) | | X(8th) | |
| M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent | | | | | |

7. **Old business:**
   a. Ordinance 2023-6: An ordinance of Colts Neck Township, County of Monmouth, State of New Jersey, Chapter 177 "Recreation areas, parks, and Nature Preserve", Article I "Recreation areas rules and regulations" subsection 177-3 "Disturbing or destroying property" of the code of Colts Neck Township

Mayor Fitzpatrick read the ordinance by title for second reading/public hearing. Mayor Fitzpatrick called for comments from the Township Committee. Hearing none, Mayor Fitzpatrick called for a motion to open the public hearing. On a motion by Committeeman Bartolomeo, seconded by Committeeman Viola and a majority voice vote, the public hearing was opened. 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 Committeeman Bartolomeo, seconded by Deputy Mayor Rizzuto and a majority voice vote, public comment was closed. Mayor Fitzpatrick 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 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 | | | | | |

8. **New business:**

   a. Resolution 2023-64: Authorizing Introduction of the 2023 Municipal Budget

Mayor Fitzpatrick called for comments. Committeeman Viola thanked Township Administrator Capristo and the Chief Financial Officer along with all department heads for their hard work on the 2023 Municipal Budget. Committeeman Viola stated that the 2023 Municipal Budget general appropriations is $15,821,469.21 which includes an $800,000 pay as you go capital budget. Hearing no further comments, Mayor Fitzpatrick 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, and the 2023 Municipal Budget was introduced. Mayor Fitzpatrick stated that the public hearing and adoption of the budget will take place at the Township Committee meeting of April 26, 2023.

| 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 |
|---|

b. Resolution 2023-65: Authorizing fireworks display on July 22, 2023, Juan and Marta Gutierrez, 39 Willowbrook Road

Mayor Fitzpatrick called for comments. Committeeman Bartolomeo stated that this is the proper way of going about having a private fireworks display is to seek approval and all of the appropriate permits. Hearing no further comments, Mayor Fitzpatrick called for a motion to approve. On a motion by Committeeman Bartolomeo, seconded by Committeeman Viola and a majority 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 | S | X | | | |
| Bartolomeo | M | X | | | |
| M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent | | | | | |

c. Consent Agenda

a. Resolution 2023-66: Authorizing the release of a Performance Guarantee, cash performance guarantee, and unexpended escrow and inspection funds, Block 19, Lot 18, 1 Phalanx Road, St. Mary's Catholic Church, PB718

b. Resolution 2023-67: Authorizing the release of escrow funds, EAS Colts Neck, LLC

c. Resolution 2023-68: Authorizing acceptance of an inspection fee, Block 27, Lot 12, 28 Manor Road, ZB1069 – DelQuaglio

Mayor Fitzpatrick called for a motion to approve. On a motion by Committeeman Bartolomeo, seconded by Committeeman Viola and a majority roll call vote, the resolutions were 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 | | | | | |

d. Approval of Vouchers:

Committeeman Viola stated that he reviewed all of the vouchers and found all to be in order.

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

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

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 | | X | | | |
| Torchia Buss | | | | | X |
| Viola | M | X | | | |
| Bartolomeo | S | X | | | |
| M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent | | | | | |

e. Administrator's report:
Administrator Capristo echoed Committeeman Viola's comments in connection with the 2023 Municipal Budget and thanked Chief Financial Officer, John Antonides and the department heads for all of their work on the budget.

f. Township Committee reports:

**Committeeman Viola**

- Committeeman Viola reported that he and the rest of the Township Committee members attended the annual CNBA luncheon at Trump National Golf where Mayor Fitzpatrick was honored.
- Committeeman Viola stated that the Senior Citizens Club have a trip scheduled for April 19, 2023, for lunch at Buono Sera in Red Bank and a show at Two Rivers Theater.
- Committeeman Viola reported that the Lion's Club Kentucky Derby will be held on May 6, 2023, at Bucks Mill Park and tickets are on sale now.
- Committeeman Viola stated that no decision from the court has been received in regard to Affordable Housing.

**Committeeman Bartolomeo**

- Committeeman Bartolomeo stated that annual Clean Up Day will be on May 6, 2023, at Mazza Recycling.
- Committeeman Bartolomeo stated that brush collection starts next week in Zone 1 and will continue through all zones.
- Committeeman Bartolomeo stated that he Department of Public Works has been working very hard on clearing out the township owned right of ways and spoke about the trails that have been reopened since being closed after Hurricane Sandy.
- Committeeman Bartolomeo thanked Captain Callahan again for his friendship, patriotism and sense of community.

**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 the accreditation program for the Police Department went before the Board of Commissioners and has passed with flying colors. Deputy Mayor Rizzuto stated that this is the first time in the department's history. Deputy Mayor Rizzuto explained that the accreditation lowers the township's insurance rate and assures that the Police Department is adhering to the best practices that are out. Deputy Mayor Rizzuto stated that he will report more on that when the township receives their official diploma of passing from the Board of Commissioners.
- Deputy Mayor Rizzuto stated that the Montrose School will be participating in a Weekend in Old Monmouth which is scheduled for May 6, 2023, and May 7, 2023.

**Mayor Fitzpatrick**

- Mayor Fitzpatrick reported that she attended the Colts Neck Women's Club Federation Day luncheon at Vincent's in Freehold and had a lovely afternoon. Mayor Fitzpatrick stated that she is proud to be a member of such a wonderful group of women who do so much community service and outreach.
- Mayor Fitzpatrick reported that she attended the PBA vs. Colts Neck Regional High School Volleyball challenge and the event raised $1,500 which was matched by the PBA.
- Mayor Fitzpatrick stated that she and her fellow Township Committee members along with the Colts Neck Business Association attended the ribbon cutting ceremony for the Colts Neck Pub.
- Mayor Fitzpatrick reported that the Farmland and Open Space Committee met and reviewed possible properties for preservation as well as discussed, a preservation education and outreach campaign.
- Mayor Fitzpatrick stated that the Planning Board met and had three items on the agenda. Two were memorialized and one was postponed until next month.
- Mayor Fitzpatrick stated that the annual Easter Egg Hunt is scheduled for Saturday, April 1, 2023, at Fire Company #1 and is weather permitting.
- Mayor Fitzpatrick stated that baseball and softball Opening Day is also scheduled for April 1, 2023, at 12:00pm at Laird Road park.
- Mayor Fitzpatrick stated that the Memorial Day Parade will be held on Monday, May 29, 2023, at 10:00am and will go from Town Hall to Memorial Park and end at Fire Company #2 for hot dogs and root beer. Mayor Fitzpatrick stated that the Grand Marshall will be Gregory Penczak. Mayor Fitzpatrick stated that there will be a decorating contest for the homes along the parade route. Mayor Fitzpatrick stated that ice cream will be served at Town Hall and at Memorial Park and there will be bus drop off and pick up available.
- Mayor Fitzpatrick reported that the Laird Road tennis courts/pickleball courts demolition is in progress.
- Mayor Fitzpatrick stated that the marigold seeds giveaway from the Green Team Advisory Committee is scheduled for Saturday, April 29, 2023, along with the sapling giveaway from the Shade Tree Commission.
- Mayor Fitzpatrick reported that she will begin her office hours in the new municipal building once the township receives permanent occupancy. Office hours will be every Tuesday from 9:00am – 11:00am and every Thursday from 5:00pm – 7:00pm and will be noted on the township website once they begin.

9. **Public Comment:**

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

Allan Ryan, resident, commented that this was a great evening and thanked Captain Callahan of Naval Weapons Station Earle for his service to our country.

Fulton Wilcox, resident, commented on the numbers for the 2023 municipal budget stating that the reality is that taxes went up 7.5% and there is a million-dollar difference between this year and last year which is almost entirely coming from the taxpayer. Mr. Wilcox stated that the new municipal building is a non-performing asset until the building is occupied. Mr. Wilcox stated that the budget may be a moving target if there are thing that are needed for the new municipal building once the employees move in.

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 Bartolomeo and a majority voice vote, public comment was closed.

10. **Discussion of Public Comment:**

Committeeman Viola responded to Mr. Wilcox stating that the surplus closed last year at $4,340,362.39 and those monies are being used to balance the budget; there are no new taxes.

**11. <u>Adjournment</u>:**

As there was no further business, Mayor Fitzpatrick called for a motion to adjourn. On a motion by Committeeman Bartolomeo, seconded by Committeeman Viola and a majority voice vote, the meeting adjourned at 7:42 p.m.

Trina Lindsey, RMC
Municipal Clerk

**APPROVED: 04/12/23**