COLTS NECK TOWNSHIP
TOWNSHIP COMMITTEE REGULAR MEETING MINUTES
FEBRUARY 22, 2023, 7:00 P.M.
TOWN HALL

---

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 February 22, 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:

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 Caitlin Harney, Township Counsel
Absent:	Meghan Bennett, Township Counsel

5. **Discussion Item(s):**

   a. Naval Weapons Station Earle Drinking Water Sampling for PFAS – Captain Edward Callahan

Mayor Fitzpatrick announced that Captain Callahan was unable to attend the meeting. Mayor Fitzpatrick announced that there will be a meeting tomorrow evening in Freehold from 4:00pm – 6:00pm at the Courtyard Banquet located at 30 E. Main Street, Freehold, if anyone is interested in attending. Mayor Fitzpatrick also stated that there were handouts from the Navy in the back of the room if anyone was interested in taking one.

6. **Proclamation:**

   a. Proclaiming March 2023 as Colorectal Cancer Awareness month within Colts Neck Township

Mayor Fitzpatrick read the proclamation and presented it to Michele Battista.

Michele Battista, a resident of Colts Neck and colorectal cancer survivor shared her story along with Mario Geneve, also a resident and colorectal cancer survivor.

7. **Approval of minutes:**

   a. February 6, 2023 – Special meeting
   b. February 6, 2023 – Executive session
   c. February 8, 2023 – Regular meeting
   d. February 8, 2023 – Executive session

Mayor Fitzpatrick called for comments. Hearing none, Mayor Fitzpatrick called for a motion to approve all sets of minutes presented above. On a motion by Committeeman Bartolomeo, seconded by Committeeman Viola and a majority roll call vote, the minutes were approved. Deputy Mayor Rizzuto abstained from the February 8, 2023, minutes.

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

8. **Old business:**
None

9. **New business:**

a. Ordinance 2023-4: An ordinance to exceed the municipal budget appropriation limits and to establish a CAP Bank, N.J.S.A. 40A:4-45.14

Mayor Fitzpatrick read the ordinance by title for first reading/introduction. Mayor Fitzpatrick called for comments. Committeeman Viola explained that this ordinance is adopted annually and affords the Township the opportunity to raise appropriations in extraordinary circumstances if needed. Hearing no further comments, 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 approved for introduction. Mayor Fitzpatrick announced that the public hearing is scheduled for March 8, 2023.

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					

b. Ordinance 2023-5: An ordinance of Colts Neck Township, in the County of Monmouth, State of New Jersey, amending Ordinance 2022-3, an ordinance setting the salary wage ranges for township employees

Mayor Fitzpatrick read the ordinance by title for first reading/introduction. Mayor Fitzpatrick called for comments. Administrator Capristo stated that this ordinance amends the township's salary ordinance adding the new position of Code Enforcement Manager and adjusting the salary range for the part time fire inspector. Hearing no further comments, 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 announced that the public hearing is scheduled for March 8, 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					

c. Resolution 2023-54: Resolution authorizing the acceptance of the donation from the Colts Neck Sports Foundation for the Laird Road Little League complex – field renovation project

Mayor Fitzpatrick called for comments. Committeeman Bartolomeo and Committeeman Viola along with the entire Township Committee thanked the Sports Foundation for this generous donation. Committeeman Bartolomeo stated that residents throughout the township have already begun commenting about how excited they are for the field renovations to take place. Hearing no further comments, 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					

d. Resolution 2023-55: Authorizing the Mayor and Municipal Clerk to execute a Right of Entry Agreement between Colts Neck Township and the Colts Neck Sports Foundation in connection with Laird Road Park

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 2023-56: Authorizing the exercising of third year option contract for the disposal of leaves for the Department of Public Works of Colts Neck Township

Mayor Fitzpatrick called for comments. Administrator Capristo stated that this resolution authorizes executing the third-year option of the township's contract with Mazza for leaf disposal. Administrator Capristo stated that the relationship with Mazza has proven to be beneficial, and both parties have agreed to extend the contract. Hearing no further comments, Mayor Fitzpatrick called for a motion to approve. On a motion by Committeeman Bartolomeo, seconded by Committeewoman Buss 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	S	X			
Viola		X			
Bartolomeo	M	X			

M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent

f. Resolution 2023-57: Resolution authorizing the acceptance of a 2023 Chevrolet 1500 Pickup for the Colts Neck Township Police Department

Mayor Fitzpatrick called for comments. Committeeman Bartolomeo introduced Imran Shah, a new resident in town who moved to Colts Neck from Freehold and has asked to donate a police vehicle to the Colts Neck Police Department. Committeeman Bartolomeo stated that Mr. Shah has family members in law enforcement. Committeeman Bartolomeo stated that the truck is ordered and should be delivered to the township in the next few weeks. The Committee thanked Mr. Shah for his generous donation to the Police Department. Hearing no further comments, 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 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					

g. Consent Agenda:

i. Resolution 2023-58: Authorizing refund of taxes for 2023, Craffy

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 resolutions on the consent agenda were approved.

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					

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 standout items on the bills list, Shore Top Construction which is in relation to the drainage project throughout the township, cameras for the current Town Hall building, and Committeeman Viola spoke about professional's fees for affordable housing stating that the township spent $339,000 in fees for the professionals seeking a fair resolution to the case for affordable housing. Committeeman Viola noted that on this bills list the fees are only $50 because the township is at a stand still at the moment awaiting a decision from the court.

Mayor Fitzpatrick called for a second to Committeeman Viola's motion, seconded by Committeeman Bartolomeo 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		X			
Torchia Buss		X			
Viola	M	X			
Bartolomeo	S	X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

i. Administrator's report:
None

j. Township Committee reports:

Committeeman Bartolomeo

- Committeeman Bartolomeo reported that due to a mild winter, the Department of Public Works is focusing on other work throughout the township such as cleaning up the township owned right of ways. Committeeman Bartolomeo reminded residents that they are able to bring their recycling to the Department of Public Works yard. Committeeman Bartolomeo stated that brush pick up will begin in April. Committeeman Bartolomeo reminded all residents to utilize the Report a Concern feature on the township's website to report potholes throughout the town.
- Committeeman Bartolomeo stated that Opening Day of baseball and softball with the Colts Neck Sports Foundation is on Saturday, April 1, 2023.
- Committeeman Bartolomeo stated that the township is waiting for the results from the water testing for the new municipal building which should be received any day. Committeeman Bartolomeo stated that once those results are received from the NJDEP the township will be able to obtain temporary occupancy.

Committeeman Viola

- Committeeman Viola reported that the township has not yet received a decision from the court in connection wit affordable housing.
- Committeeman Viola reported that the Seniors Club had a luncheon at Charlie's in Lincroft which was well attended and a very nice place to host the luncheon.
- Committeeman Viola thanked the Colts Neck Fire Department for their invitation to their installation dinner. Committeeman Viola stated that he unfortunately had a personal conflict and was unable to attend. Committeeman Viola also thanked the First Aid Squad for their gracious invitation to their event at Huddy's Inn.

Committeewoman Buss

- Committeewoman Buss stated that the Board of Education is meeting tonight, and she will be heading to that meeting once the township meeting is over. Committeewoman Buss stated that the board is discussing some resolutions being offered by the new board.
- Committeewoman Buss stated that the Friends of the Library is still accepting book donations for their upcoming book sale.

Deputy Mayor Rizzuto

- Deputy Mayor Rizzuto stated that many years ago the Historic Preservation Committee hosted a Halloween fundraising event which was a big success back then. Deputy Mayor Rizzuto stated that the Committee is discussing possibly hosting a Halloween event again this year.

- Deputy Mayor Rizzuto reported that the Office of Emergency Management (OEM) has a meeting on Monday, and he will report on that at the next meeting.
- Deputy Mayor Rizzuto stated that he spoke with the Chief of Police in regard to last minute budget items.
- Deputy Mayor Rizzuto spoke about the township hiring a Code Enforcement Manager in an attempt to make a more robust process.
- Deputy Mayor Rizzuto stated that he was unable to attend the First Aid Squad dinner due to illness and reminded residents that the First Aid Squad is always looking for volunteers, as well as the Fire Department.

Mayor Fitzpatrick

- Mayor Fitzpatrick stated that she attended the Colts Neck Women's Club meeting on February 9, 2023, at the library to help fill baskets for the 180 Saving Lives shelter for women. Mayor Fitzpatrick stated that members of the club baked or bought four dozen Valentine's Day cookies or candies to bring to the shelter. Mayor Fitzpatrick stated that this gesture is a special day for the women of this shelter because, unlike Christmas, on Valentine's Day these women are forgotten, and this is an uplifting gesture to let them know that someone is thinking of them.
- Mayor Fitzpatrick stated that she attended the First Aid Squad dinner at Huddy's Inn on February 11, 2023. Mayor Fitzpatrick stated that it was quite amazing to hear the length of service for members and the number of calls that members of the squad had logged. Mayor Fitzpatrick stated that their service to our community is greatly appreciated.
- Mayor Fitzpatrick reported that the Environmental Commission did not meet.
- Mayor Fitzpatrick stated that the Green Team Advisory Committee swore in Brook Crossan as their Chair. Mayor Fitzpatrick stated that the committee continued discussions on content for a page on the township website, community projects and goals needed to achiever silver certification.
- Mayor Fitzpatrick stated that on February 16, 2023, she attended the Winter Concert of the Colts Neck Community Band at the Colts Neck High School. Mayor Fitzpatrick stated that the band is a wonderful, talented group who gave a very enjoyable concert. Mayor Fitzpatrick stated that the concert was a range of lively polka to salsa and a patriotic Semper Fi in honor of a longtime member and Marine veteran who passed away this year.
- Mayor Fitzpatrick stated that she has been walking the trails on Schlesinger Reserve and Bucks Mill and commended the Department of Public Works for their work in reopening these trails and maintaining these two gems in this beautiful town.
- Mayor Fitzpatrick reminded residents that once the township receives occupancy for the new municipal building, she will have office hours weekly on Tuesday's from 9:00am – 11:00am and on Thursday's from 5:00pm – 7:00pm. Notice will be provided on the website once she is able to host these hours.

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

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

11. <u>Discussion of Public Comment:</u>

None

12. <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 Deputy Mayor Rizzuto and a unanimous voice vote, the meeting adjourned at 7:35 p.m.

Trina Lindsey, RMC
Municipal Clerk

APPROVED: 03/08/23