COLTS NECK TOWNSHIP
Recreation Committee Meeting Minutes
January 21, 2025, at 7:00 pm

1. Vice-Chairman Montalvo called the meeting to order at 7:00 pm.

2. Vice-Chairman Montalvo asked everyone to join him in the salute to the flag.

3. "The Notice Requirements of the New Jersey Public Meetings Law have been satisfied by noticing the News Transcript and the Asbury Park Press stating that a Regular Meeting of the Colts Neck Township Recreation Committee would be held on January 21, 2025, at 7:00 pm at 14 Heyers Mill Road. A copy is on file in the office of the Township Clerk."

4. Roll Call by Secretary, Ms. Byrne indicated the following:

Present:	Committeeman Buzzetta, Vice-Chairman Montalvo, Mr. O'Connor, Ms. Sullivan, Mr. McNally, Mr. Wild, Mr. Fitzpatrick
Also Present:	Mr. Marques, Director Recreation and Parks, Ms. Byrne, Administrative Assistant Recreation and Parks
Absent:	Ms. Kronstedt, Mr. Garito, Mr. Sikorskas, Mr. Maguire, Chairman Cantalupo
Public Present:	None

5. **Discussion Items**:

Vice-Chair Montalvo welcomed new Township Liaison, Committeeman Dan Buzzetta. Mr. Buzzetta shared he is looking forward to working with the Recreation Committee. He is always available for questions or concerns, please contact him anytime. He has been on the Township Committee for 18 days, and explained the Township is focusing on preparing for Round 4 of Affordable Housing. He will continue to provide additional Township updates at future Recreation meetings.

6. Oath of Office for Reappointed Committee Members

Committeeman Buzzetta read the Oath of Office with Mr. McNally and Mr. O'Connor. Both were sworn in as members of the Recreation Committee.

7. **Approval of Minutes**

The committee did not vote to approve our November 18, 2024, meeting minutes, because we did not have a quorum. Approval of these minutes were moved to our February 18, 2025, meeting.

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8. Old Business

Mr. Marques read an email from Chairman Cantalupo stating he is resigning as Chairman of this committee effective immediately. We now have a vacancy on our committee. Mr. Marques explained it is up to the Mayor and Township Committee to name a new Chairman.

a. Holiday Tree Lighting Program/Montrose Country Christmas

Mr. Marques expressed his thanks to everyone on the committee for making the Holiday Tree Lighting a success. He stated the event had over five hundred attendees. He also thanked the Colts Neck Fire Departments, Colts Neck Police Department, Colts Neck Dance Academy, and the Conover Road Elementary School choir. We did have a minor issue with the Dance Academy, other than that the program went smoothly. He asked for feedback from Mr. McNally and Mr. Wild who both organize the hot chocolate/donut distribution. Mr. Wild shared the Boy Scouts were terrific, even with only one burner to heat up the hot chocolate, it worked out. A suggestion may be to find a better way to heat up the hot chocolate and keep it hot. Mr. McNally agreed it went well, and it was well organized. Mr. Marques noted the event was moved this year, towards the Annex building and away from Veteran's Way. Mr. Fitzpatrick received several comments from attendees, the lighting was better last year when it was closer to the Police Station, and it was difficult to see the Colts Neck Dancers unless you were in front of the crowd. Also, if you were near the hot chocolate, you could not hear what was going on near the Annex building. A new sound system would be an investment not only for the Tree Lighting but for all the holidays, events, and concerts in town. Mr. Wild suggested using portable bleachers next year for attendees to view the dancers. Committeeman Buzzetta suggested having the Conover Road Elementary School choir stand on the steps of the Annex building facing the library. Another suggestion was to have a raised platform or stage next year.

Montrose Country Christmas – Mr. Marques asked if anyone attended the event. Ms. Sullivan attended and said it was a nice event, cookies and other snacks were available. The music was nice too. The Fire Police were also in attendance.

Mr. Marques stated Recreation partnered with PTO's Frosty's Holiday Shop on December 7. We provided Frosty's Workshop with the Supervisor, Joann Dafeldecker and two other crafters. They assisted children to create three winter crafts to give as gifts. In addition, Ms. Byrne answered many Santa Letters from children living in Colts Neck and surrounding towns.

9. New Items

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a. Senior Citizen Club Update
Mr. Marques reported the Senior Club elected Ray Shebell for President and Nancy Walton for Vice President this year. The club continues to hold their monthly meetings at the Colts Neck Inn.

b. 2025 Ideas/Plans Event Dates

Mr. Marques distributed a detailed spreadsheet of all the current 2025 events. The spreadsheet reflected the Township Departments and their involvement with each event. Mr. Wild asked if the Camp Out and National Night Out will be combined on the same day. Mr. Marques noted the National Night Out is on a Tuesday, it may not be possible to have a camp out on a weekday. Mr. Fitzpatrick asked if the Fishing Derby was always on Father's Day. Mr. Marques replied as far as he knew, the past few years it has been Father's Day.

Mr. Fitzpatrick provided an update on the 2025 Concert Series. He and Mr. Garito have been working on the number of concerts, budget, promotion, talent search, expanding the stage and a sound system. The requested budget is $7,200, an average of $600/performance. We may need other items such as a plastic tarp to cover the stage if it rains before a concert. The anticipated start of the series will be on Thursday, June 5 and end on Thursday, August 28. They plan to provide a variety of music. They discussed becoming a 501C or having sponsorships. It was not clear if they would be able to accept Township monies under either circumstance. They would like to try and hire bigger bands. Committee Buzzetta noted large public companies may provide sponsorship and all they usually ask in return is to put up a company banner. It was suggested to use the Township text messaging for advertising the shows. Another suggestion was to post a banner with a QR code advertising the concerts on the split rail fence at Five Point Park. Ms. Sullivan reminded the committee we also talked about adding an ice cream truck or food truck. Mr. Montalvo suggested giving the Concert Series schedule to an ice cream vendor. The vendors come to the event on their own. Mr. Fitzpatrick asked if the Township would consider adding a Sports Bubble at one of the parks. After a brief discussion on the topic, Mr. Montalvo asked Committeeman Buzzetta if the Township Committee has a future park project this committee should focus on before researching a new park project. He explained in the past, the Township requested assistance from this committee. This would ensure Recreation is in sync with the Township.

c. Stewards of the Park, Park Updates
Mr. Fitzpatrick requested he be reassigned to Schlesinger Preserve, due to the park being closer to his home.

d. Inclusive Playground Proposal
Mr. Marques explained there is potential to receive significant savings from a N.J. State Grant, to install an inclusive playground for all able and disabled children this year (Jake's Law). The existing playground at Five Point would be replaced with an Inclusive playground. He shared photos of the playground choices. It would have all elements for children with all abilities. It was suggested not to install a new playground on the same footprint at Five Point, but to move the playground away from the driveway.

Mr. Marques advised the Police Department and Mr. Bader, Director of Public Works, are working together to identify a new traffic pattern at Five Point Park to drop off and pick up children.

e. Monmouth County's 250 Anniversary - 2026
The Township is asking for Volunteers to help celebrate the 250th anniversary of Monmouth County. Ms. Sullivan stated the Trail Riders are the only Equine group in Monmouth County that uses the parks. They were contacted by Monmouth County and the Colts Neck Trail Riders will be sponsoring an event, in conjunction with Monmouth County Parks on May 16, 2026.

10. Comments from the Public

Vice-Chairman Montalvo called for a motion to open the public portion of the meeting. Mr. O'Connor made a motion to open the public portion; Mr. McNally seconded. No one from the public was in attendance. Vice-Chairman Montalvo asked for a motion to close the public portion, Mr. O'Connor made a motion to close the public portion of the meeting and Mr. McNally seconded.

11. Adjournment

With no further business to discuss Vice-Chairman Montalvo asked for a motion to adjourn. Mr. Fitzpatrick made a motion to adjourn; Mr. Wild seconded the motion. Vice-Chairman Montalvo adjourned the meeting at 8:15 pm.

Sincerely,
Barbara Byrne, Secretary