COLTS NECK TOWNSHIP
TOWNSHIP COMMITTEE REGULAR MEETING MINUTES
APRIL 8, 2026, 7:00 P.M.
TOWN HALL

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1. Mayor Viola called the meeting to order at 7:00 p.m.

2. Township Administrator/Municipal Clerk Kathleen Capristo read the following Sunshine Law 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 3, 2026 STATING THAT A REGULAR MEETING OF THE COLTS NECK TOWNSHIP COMMITTEE WOULD BE HELD ON APRIL 8, 2026 AT 7:00 P.M., TOWN HALL, 1 VETERANS WAY, COLTS NECK. A COPY IS ON FILE IN THE OFFICE OF THE TOWNSHIP CLERK."

3. Roll call by Deputy Municipal Clerk O'Malley indicated the following:

   Present: Mayor Michael Viola, Deputy Mayor Dan Buzzetta, Committeeman Frank Rizzuto, Committeewoman Tara Torchia Buss, Committeeman John Tobia

   Also Present: Township Administrator/Municipal Clerk Kathleen Capristo, Township Attorney Meghan Bennett, Deputy Municipal Clerk Brian O'Malley, Township Planner Tim Anfuso

4. Proclamations:

   Deputy Mayor Buzzetta read the proclamation in honor of National Alcohol Awareness Month.

   Committeewoman Buss read the proclamation in honor of National Donate Life Month.

5. Discussion Items:

   a. Cottage Food Operations: Mayor Viola recognized Township Planner Anfuso to introduce the discussion of Cottage Food Operations within the Township. Mr. Anfuso recommended to the Township Committee the introduction of an ordinance allowing for Cottage Food Operations in accordance with state law.

      Mayor Viola inquired whether inspections would be involved in this process and what the application process would be.

      Committeewoman Buss provided context as to why the Township Committee is considering this ordinance. Ms. Buss stated that licensees are required to regularly submit water samples to the state as a condition of license renewal.

      All members of the Township Committee instructed the Township Administrator/Municipal Clerk to advance the introduction of this ordinance for the April 29, 2026 meeting.

   b. Motorized Bicycles (E-Bikes)/Low Speed Electric Scooters: Mayor Viola recognized Township Planner Anfuso to introduce the discussion of an ordinance related to Motorized Bicycles (popularly known as E-Bikes) on public property. The proposed ordinance would permit the use of such vehicles in municipal parking lots and access roads leading to parking lots, but would prohibit the use of such vehicles on any other public property.

      Committeeman Tobia commented in favor of this ordinance, and recommended that the Township Committee work with the Police

Department to develop continuing education for residents regarding e-bikes.

Deputy Mayor Buzzetta inquired about the access roads that would be specified in the ordinance.

All members of the Township Committee instructed the Township Administrator/Municipal Clerk to advance the introduction of this ordinance for the April 29, 2026 meeting.

6. Approval of Minutes

   a. March 25, 2026 – Executive Session
   b. March 25, 2026 – Regular Meeting
   c. April 2, 2026 - Executive Session
   d. April 2, 2026 – Regular Meeting

Mayor Viola asked for any comments or changes. Mayor Viola called for a motion to approve. On a motion by Committeeman Rizzuto, seconded by Deputy Mayor Buzzetta, and on a roll call vote, the motion was approved.

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

Deputy Mayor Buzzetta abstained from voting on the April 2, 2026 Executive Session and Regular Meeting minutes as he was not present.

7. Old Business

   a. **Second Reading/Public Hearing:** Ordinance 2026-07: Amending Chapter 41 “Miscellaneous Fees”, § 41-2 “Establishment of Fees” of the Code of Colts Neck Township.

Mayor Viola read the ordinance by title for second reading/public hearing. Township Administrator Capristo provided an explanation of the ordinance. Mayor Viola called for comments from the committee. Mayor Viola called for a motion to open the public hearing. On a motion by Committeewoman Buss, seconded by Deputy Mayor Buzzetta, and on a unanimous voice vote the public hearing was opened.

Anthony Ursino, resident, inquired about the definition of motorized bicycles. Township Attorney Bennett and Mayor Viola corrected that comments during this public hearing must be limited to the ordinance under consideration and further directed Mr. Ursino to offer his comment during the Public Comment period.

As there were no further comments from the public Mayor Viola called for a motion to close the public hearing. On a motion by Committeeman Rizzuto, seconded by Committeewoman Buss, and on a unanimous voice vote, the public hearing was closed. Mayor Viola called for a motion to approve. On a motion by Deputy Mayor Buzzetta, seconded by Committeeman Rizzuto, and on a roll call vote, the ordinance was adopted.

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

8. Statement from the Mayor

Mayor Viola delivered a statement that included the following: To maintain immunity from "builder's remedy" litigation, the Township is taking court-ordered steps to amend its housing element and fair share plan regarding three specific properties (68 Obre Road, 318-22 Route 537, and 151 Dutch Lane Road). While the court has mandated re-zoning for state-mandated housing, the current amendment only modifies the master plan to allow for potential future re-zoning rather than changing current laws immediately. In the meantime, the Township is actively appealing the court's order and utilizing special counsel to negotiate with developers, aiming to protect the community's interests while meeting legal deadlines.

Committeeman Tobia commented in response to the Mayor's statement, including pursuing a parallel path forward and hiring additional affordable housing counsel and planners.

Deputy Mayor Buzzetta commented in response to the Mayor's statement, including providing historical context on the Township Committee's actions related to affordable housing over the past two years, and explaining the possible outcomes of this evening's resolution vote.

Committeewoman Buss commented in response to the Mayor's statement, including providing information about 100% affordable housing projects.

Committeeman Rizzuto commented in response to the Mayor's statement, including providing historical context of the actions taken by the Township Committee in relation to affordable housing.

9. New Business

a. **Resolution 2026-74:** Endorsing the Amended Fourth Round Housing Element and Fair Share Plan and Authorizing and Directing Submission of the Plan to the Superior Court, Law Division

Mayor Viola called for a motion to approve the Resolution 2026-74. On a motion from Deputy Mayor Buzzetta, seconded by Committeewoman Buss, and on a roll call vote, the resolution was adopted.

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

b. 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 2026-70 – Authorizing Partial Refund for Temporary Mobile Retail Food Establishment Permit Fee
B. Resolution 2026-71 – Authorizing Appointment of Special Counsel for a Matter Before the Monmouth County Board of Agriculture
C. Resolution 2026-71 – Authorizing Appointment of Special Counsel for a Matter Before the Monmouth County Board of Agriculture

Mayor Viola called comments from the Committee. Committeeman Tobia requested that Resolution 2026-73 be removed from Consent Agenda to be considered separately. Mayor Viola called for a motion to approve. On a motion by Committeewoman Buss, seconded by Deputy Mayor Buzzetta, and on a roll call vote, the consent agenda resolutions were adopted.

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

c. **Resolution 2026-73:** Authorizing Acceptance of Temporary Certificate of Occupancy Performance Guarantee – Block 22, Lot 18 – 7 Route 537

Township Administrator Capristo provided additional information about the resolution. Township Planner Anfuso explained the purpose and background of the resolution.

Committeeman Tobia commented on the resolution.

Mayor Viola called for a motion to approve Resolution 2026-73. On a motion by Committeeman Rizzuto, seconded by Committeewoman Buss, and on a roll call vote, the resolution was adopted.

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

d. Approval of Vouchers

Deputy Mayor Buzzetta highlighted a few key expense categories and advised that he found all to be in order. Mayor Viola advised that he found the fire department related vouchers to be in order.

Deputy Mayor Buzzetta made a motion to approve the bills list.

Mayor Viola called for a second to his motion, seconded by Committeewoman Buss, and followed by a roll call vote, the bills list was approved.

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

Mayor Viola recuses from and bills/vouchers in connection with the Best Horticultural, Buck's Tree Service, and Jolene Landscaping.

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

Committeeman Rizzuto recuses from and bills/vouchers in connection with the Colts Neck Fire Department.

Committeewoman Buss recuses from and bills/vouchers in connection with the Municipal Court.

e. Administrator's Report – Township Administrator Capristo announced that spring brush collection is underway. Administrator Capristo further reminded residents to check the Township website for details about Clean Up Day, scheduled for Saturday, May 2, 2026 from 7:00 a.m. – 1:00 p.m. Seniors and disabled residents can take advantage of the curbside collection, residents can visit the Township website for additional information on these items.

f. Township Committee Reports

Committeeman Tobia:

- Committeeman Tobia reported that the Farmland Preservation Committee will have a number of properties to recommend to the Township Committee for possible acquisition through farmland and/or open space funds. The Environmental Committee is still pursuing a 250 tree, but will do so locally. Commended Mr. Bader and the staff at Public Works on the maintenance of the Township's trail system.

Committeewoman Buss:

- Committeewoman Buss reported that the Friends of the Library is holding their book sale on May 2 – 3, 2026. EFC has a truck spec meeting tomorrow and it is anticipated that they will present a truck request to the governing body in the near future. Colts Neck Prevention Alliance met and adopted new by-laws and discussed upcoming use of grant funds.

Committeeman Rizzuto:

- Committeeman Rizzuto reported that he met with the Office of Emergency Management, they are working on FEMA funding to recoup funding for the recent major snowstorm. The Police Department will be presented with accreditation at the May 13, 2026 Township Committee meeting. A traffic grant was filed as was a grant request for Click-It-Or-Ticket. Coffee with a Cop will be held in May, date TBD. No report from First Aid. Historic Preservation Committee is working with the Monmouth Daughters of the Revolution to restore the Bennett Cemetery.

Deputy Mayor Buzzetta:

- Deputy Mayor Buzzetta reported on the recent Board of Education meeting, that the board introduced a tentative 2026 budget, which for the third year in a row proposes a zero percent tax increase and a zero

percent spending increase. A public hearing on the budget will be held in May.

Mayor Viola:

- Mayor Viola echoed the commendation of the DPW staff and detailed the reorganization of the department back in 2019. New Jersey Natural Gas announces April as "Safe Digging Month" – residents can call for free mark outs if they plan to dig on their property. Encouraged residents to subscribe to Township notifications on the website. Business Association will have a general meeting on April 14th. The Barn Tour, part of the 250 celebration, is scheduled for May 6th.

10. Public Comment

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

Mike Taylor, resident, commented on the resolution related to an affordable housing plan and encouraged the Township Committee to take a multifaceted approach on the parallel path moving forward.

Committeeman Rizzuto responded to Mr. Taylor, providing historical context on the Livana development.

Committeewoman Buss responded to Mr. Taylor.

Township Planner Anfuso provided additional information about the Livana development.

Committeeman Tobia responded to Mr. Taylor, encouraging the acquisition of open space within the Township.

Jimmy Carfora, resident, commented on behalf of the Sports Foundation, thanking the Township Committee for the partnership that has existed over the years. Responded to resident comments at a previous meeting related to the Sports Foundation. Thanked the Township Committee for including funding for the Sports Foundation in the upcoming municipal budget. Invited the public to Little League opening day.

Mayor Viola responded to Mr. Carfora, thanking the Sports Foundation for their efforts.

Deputy Mayor Buzzetta responded to Mr. Carfora, thanking the Sports Foundation for their efforts and inviting the foundation to attend meetings quarterly to provide updates.

Committeeman Tobia responded to Mr. Carfora, stating that the Sport Foundation is developing a five-year and ten-year plan to ensure future continuity of projects.

Kyle Hrymack, resident, commented in support of improving athletic facilities within the Township, including additional restrooms and practice facilities.

Mayor Viola responded to Mr. Hrymack, detailing plans for restrooms at athletic facilities in the future.

Committeeman Rizzuto responded to Mr. Hrymack, thanking him and the Sports Foundation for their efforts.

Angelique Volpe, resident, commented in support of the Sports Foundation and encouraged them to reach out to the Board of Education for potential partnership. Commented about the Board of Education budget.

Mayor Viola responded to Ms. Volpe.

Kevin Walsh, resident, commented about the Board of Education budget.

Marianne Cucolo, resident, commented about a recent open house event at the Livana development. Commented on the prospect of concierge garbage service, hallway carpeting, and beekeeping at the Livana development property.

Township Planner Anfuso responded to Ms. Cucolo.

Committeewoman Buss responded to Ms. Cucolo, thanking her for bringing these concerns to the governing body's attention.

Committeeman Rizzuto responded to Ms. Cucolo.

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

11. Adjournment

As there was no further business, Mayor Viola called for a motion to adjourn. On a motion by Committeeman Rizzuto, seconded by Committeewoman Buss, and on a unanimous voice vote, the meeting adjourned at 8:45 p.m.

Kathleen Capristo

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Kathleen Capristo, RMC
Municipal Clerk

APPROVED: April 29, 2026