COLTS NECK TOWNSHIP
TOWNSHIP COMMITTEE MEETING MINUTES
MAY 13, 2026, 6:30 P.M.
TOWN HALL

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1. Mayor Viola called the meeting to order at 6:30 p.m.

2. Mayor Viola asked everyone to join in the salute to the flag, led by members of the Colts Neck Police Department.

3. Mayor Viola asked for a moment of silence.

4. 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 MAY 13, 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. FURTHER NOTICE WAS PROVIDED IN THE NOTICE TO THE ASBURY PARK PRESS AND THE TWO RIVER TIMES ON APRIL 20, 2026 NOTING THE MEETING TIME CHANGE FROM 7:00 P.M. TO 6:30 P.M."

5. Roll call by Deputy Municipal Clerk Brian 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, Police Chief Daniel DeVito

6. Announcement: Mayor Viola announced to the public that for the remainder of the year, Township Committee meetings will begin at 6:30 p.m.

7. Presentation: Harry Delgado, Director of Accreditation for the State Chiefs of Police Association, presented Chief Daniel DeVito and the Colts Neck Police Department with the certificate of reaccreditation.

8. Proclamations:

   Committeeman Rizzuto read a proclamation in honor of National Police Week, May 10 to May 16, 2026.

   Committeewoman Buss read a proclamation in honor Mental Health Awareness Month, May 2026.

9. Approval of Minutes

   a. April 6, 2026– Special Meeting
   b. April 6, 2026 – Executive Session
   c. April 27, 2026 – Special Meeting
   d. April 27, 2026 – Executive Session
   e. April 29, 2026 – Regular Meeting
   f. April 29, 2026 – Executive Session
   g. May 5, 2026 – Special Meeting
   h. May 5, 2026 – Executive Session

   Mayor Viola asked for any comments or changes. Township Administrator Capristo and Township Attorney Bennett clarified that members who were present at meetings via Zoom are able to vote on the minutes from those meetings. 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 motion was approved.

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					

10. Old Business

a. **Second Reading/Public Hearing**: Ordinance 2026-08: Amending and Supplementing the Code of Colts Neck Township Establishing Regulations Regarding Motorized Bicycles and Low Speed Electric Scooters on Public Property

Mayor Viola asked for any comments from the Township Committee.

Mayor Viola called for a motion to open to public hearing. On a motion by Committeewoman Buss, seconded by Committeeman Rizzuto, and on a voice vote, public hearing was opened.

Observing no requests for public comment, Mayor Viola called for a motion to close public hearing. On a motion by Committeewoman Buss, seconded by Committeeman Rizzuto, and on a voice vote, public hearing was closed.

Mayor Viola called for a motion to approve Ordinance 2026-08. On a motion by Deputy Mayor Buzzetta, seconded by Committeewoman Buss, 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		X			
Torchia Buss	S	X			
Tobia		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

b. **Second Reading/Public Hearing**: Ordinance 2026-09: Amending and Supplementing the Code of Colts Neck Township Establishing Regulations Regarding "Cottage Food Operations"

Mayor Viola asked for any comments from the Township Committee

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

Observing no requests for public comment, Mayor Viola called for a motion to close public hearing. On a motion by Committeeman Rizzuto, seconded by Deputy Mayor Buzzetta, and on a voice vote, public hearing was closed.

Mayor Viola called for a motion to approved Ordinance 2026-09. On a motion by Committeewoman Buss, 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		X			
Rizzuto	S	X			
Torchia Buss	M	X			
Tobia		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

11. New Business

a. **First Reading/Introduction:** Ordinance 2026-10: Authorizing the Sale of Certain Real Property Located at 34 Federal Key, Colts Neck, New Jersey 07722 and Designated as Block 41.01, Lot 43, on the Tax Map of Colts Neck Township for Purposes of Maintaining Affordable Housing

Mayor Viola explained how this ordinance addresses part of the Township's affordable housing obligations.

Mayor Viola asked for any comments from the Township Committee.

Deputy Mayor Buzzetta commented that all specific details of the purchase and sale of the property are included in the text of the ordinance.

Mayor Viola called for a motion to introduce Ordinance 2026-10. On a motion from Deputy Mayor Buzzetta, seconded by Committeeman Rizzuto, and on a roll call vote, the motion was approved, and the public hearing was scheduled for May 27, 2026 at 6:30 p.m.

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					

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 2026-86 - Accepting the Resignation of Township Employee David Dafeldecker
B. Resolution 2026-87 - Confirming Hiring Colts Neck Township Plumbing Inspector for Building Department Salvatore Farruggia
C. Resolution 2026-88 - Authorizing the Exercising of Third Year Option Contract for Janitorial and Cleaning Services for Colts Neck Township 08/01/26- 07/31/27 1
D. Resolution 2026-89 - Authorizing the Exercising of Third Year Option Contract for Snow Removal Services for the Department of Public Works of Colts Neck Township 11/15/26 -4/15/27
E. Resolution 2026-90 - Authorizing Summer Camp Fee Refund
F. Resolution 2026-91 - Authorizing Fireworks Display on June 22, 2026 Trump National Golf Club
G. Resolution 2026-92 - Designation of Additional Municipal Depository

Mayor Viola asked for any comments from the Township Committee.

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 consent agenda resolutions were adopted.

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

c. Approval of Vouchers

Deputy Mayor Buzzetta highlighted a few key expense categories and advised that he found all 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	

Committeeman Tobia commented on the vouchers related to the affordable housing attorney invoices and asked the Township Attorney to review their bills. Committeeman Tobia voted no on the vouchers related to the invoices from the affordable housing attorney, but yes to all other vouchers.

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.

Mayor Viola commented on the vouchers from the affordable housing attorney.
Deputy Mayor Buzzetta commented on the vouchers from the affordable housing attorney.

d. Administrator's Report – Township Administrator Capristo announced Clean Up Day and Senior Bulk Collection are completed and both were very successful. Brush Collection in Zone 2 is underway. Street Sweeping in Zone 1 has started and will continue until all zones are complete – residents please keep streets clear for sweeping. Montrose Road bridge repair work was completed by the county and therefore T&M has begun their speed study, which will run through approximately June 1st. Primary Election drop box is open and will remain open until 8pm on election day. Early voting runs May 26th through May 31st. Election Day is Tuesday, June 2, 2026, polls will be open from 6am – 8pm. Voters can visit

monmouthcountyvotes.com for assistance and information about where to vote.

e. Township Committee Reports

Committeeman Tobia:

- Committeeman Tobia reported that the Environmental Committee is obtaining a donated 250 tree from Ed Brock and his family. Recommended that as part of the overlay program that we add curbing to the circle at Merchants (Heritage Lane) and Veterans Way to further protect the tree. The Committee will be getting a plaque to commemorate the tree. Farmland Preservation passed a resolution to put forward a ballot question in the General Election for residents to approve a tax to acquire additional open space. August 7th is the deadline to add a question to the ballot. Sports Foundation – recommend that a subcommittee be established to talk about the phasing plan at Five Points. Still time to obtain tickets for the PBA fundraiser at the Barn. Provided updates about Montrose and Bucks Mill traffic improvements. Condolences to Colts Neck resident Sheriff Shaun Golden on the passing of his father.

Committeewoman Buss:

- Committeewoman Buss reported that the Memorial Day parade will be held on Monday, May 25th at 10:30am at Town Hall. This year will also include the first annual Memorial Mile run/walk. Friends of the Library book sale was very successful. Committeewoman Buss presented books from the book sale to the members of the Township Committee. Donated herb seeds from the Community Garden will be available at the back of the room for any members of the public are interested.

Committeeman Rizzuto:

- Committeeman Rizzuto reported that Weekend in Old Monmouth at the schoolhouse went very well, with attendance up this year. This week a Thomas Jefferson reenactor will be going into the schools to provide a historic presentation for the students. A decision is needed on the engineering preliminaries for the Montrose School. There is a whole calendar of historic events coming up, including the Halloween Hayride. There was a meeting at the Bennett burial ground with the Daughters of the American Revolution to plan for the restoration of the cemetery – special thanks to Lou Bader and DPW for clearing a path and cleaning the cemetery vegetation. There will be a dedication ceremony in September. First Aid Squad looking for members and drivers. Congratulations again to the Police Department on their reaccreditation.

Deputy Mayor Buzzetta:

- Deputy Mayor Buzzetta reported that he watched the BOE budget presentation, which is available to the public on the YouTube channel. The BOE auditor confirmed that the budget and surplus both conform with New Jersey Board of Education regulations. This is the third year in a row that the BOE budget has a zero percent tax increase. Commented on the affordable housing parallel path to meet the state's obligation. The forty-day appeal period related to this parallel path has expired, so this week letters will be going out to the 34 unit owners who have agreed to extend affordability controls, and those owners will receive a payment in exchange for agreeing to keep their units as affordable.

Mayor Viola:

- Mayor Viola congratulated the 250th Committee and the CNBA on their Historic Barn Tour on May 6th, the event was very successful and well attended. Recreation will be finalizing Memorial Day parade plans. Captain Kent Smith from NWS Earle will be the grand marshal, and his successor will also be in attendance. Summer sports

information is available on the Recreation website. Congratulations to the Colts Neck Community Church on their 50th anniversary this weekend. All county residents are eligible to go to any of the county-sponsored paper shredding events.

12. Public Comment

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

Elaine Mann, resident, shared a concern about building maintenance, lawn maintenance, and snow plowing contracts. Inquired whether these contracts can be OPRA requested. Inquired whether the Township applied for a grant from the state to clean up the Township. Inquired whether the candidates for the upcoming Primary Election would consider participating in a debate. Encouraged dialogue among candidates.

Brian Scarpa, resident, commented about the Board of Education budget approval. Encouraged Township Committee members to attend meetings of the Board of Education and school events. Thanked the Township Committee for their public service.

Dan Kryzanekas, resident, commented on affordable housing counsel. Encouraged the Township Committee to look into one hundred percent affordable housing building. Commented on the traffic study on Montrose Road. Encouraged lowering the speed limits on several Township roads.

Angelique Volpe, resident, commented on the Board of Education budget process. Commented in support of her husband, who is a Board of Education member and candidate in the upcoming election.

Mayor Viola called for a motion to close public comment. On a motion by Committeewoman Buss, seconded by Deputy Mayor Buzzetta, and on a voice vote, public comment was closed.

13. Adjournment

Township Attorney Bennett advised that the Township Committee would be going into executive session and would not return to take any further public action. Ms. Bennett read the executive session resolution into the record, that the general subject matter to be discussed would be potential litigation and personnel and that the session is anticipated to last sixty minutes.

On a motion from Committeewoman Buss, seconded by Committeeman Rizzuto, and on a unanimous voice vote, the executive session resolution was adopted.

As there was no further business, Mayor Viola called for a motion to adjourn public session. On a motion by Committeeman Rizzuto, seconded by Deputy Mayor Buzzetta, and on a unanimous voice vote, the meeting adjourned at 7:50 p.m.

Kathleen Capristo

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Kathleen Capristo, RMC
Municipal Clerk

APPROVED: May 27, 2026