COLTS NECK TOWNSHIP
Township Committee Special Meeting Minutes
August 12, 2026 5:30 p.m.
Town Hall, 1 Veterans Way, Colts Neck

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1. Mayor Viola called the meeting to order at 5:30 p.m.

   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 AUGUST 12, 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 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."

   "FURTHER NOTICE WAS PROVIDED TO THE ASBURY PARK PRESS AND THE TWO RIVER TIMES ON JULY 30, 2026 NOTING THE MEETING TIME CHANGE FROM 6:30 P.M. TO 5:30 P.M."

2. 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

3. Resolution 2026-144 – Executive Session – Potential Litigation and Personnel

Mayor Viola requested a motion to approve Resolution 2026-114. On a motion by Committeewoman Buss, seconded by Deputy Mayor Buzzetta, and on a unanimous voice vote, the resolution was adopted.

Executive session was called to order at 5:35 P.M.

Township Committee returned to Public Session at 6:55 P.M.

4. Mayor Viola asked everyone to join in the salute to the flag.

5. Mayor Viola asked for a moment of silence.

6. Proclamation

   a. International Overdose Awareness Day – August 31, 2026

   Committeewoman Buss read the proclamation on behalf of the Township Committee.

7. Old Business
   a. **Second Reading/Public Hearing**: Ordinance 2026-14 – An Ordinance Supplementing Chapter 102, "Development Regulations" of the Code of the Township of Colts Neck, Article VIII, "Zoning Requirements," "Part 4. Zoning and Design Requirements for Residential Districts," Section 102-85.4, "A-8 Overlay Residential District"

   Mayor Viola requested a motion to open for Public Hearing. On a motion by Committeewoman Buss, seconded by Deputy Mayor Buzzetta, and on a unanimous voice vote, Public Hearing was opened.

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

Mayor Viola requested a motion to approve Ordinance 2026-14 on final reading. On a motion by Committeeman Rizzuto, 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		X			
Rizzuto	M	X			
Torchia Buss	S	X			
Tobia			X		
M - Moved S - Seconded X - indicates vote		NV - Not Voting		Ab - Absent	

8. New Business
   a. Resolution 2026-159: Authorizing Agreement with FAC Apparatus Consultants, LLC

Mayor Viola moved Resolution 2026-159 from Consent Agenda to New Business.

Mayor Viola asked Committeewoman Buss to provide additional context for the proposed resolution.

Committeeman Tobia requested that the title of the resolution be amended from "…SPECIFICATIONS REVIEW IN CONNECTION WITH THE TOWNSHIP'S PURCHASE OF A SPARTAN 100' REAR MOUNT PLATFORM FIRE TRUCK" to instead read "…SPECIFICATIONS REVIEW IN CONNECTION WITH THE TOWNSHIP'S PURCHASE OF AN AERIAL PLATFORM FIRE TRUCK". The Township Committee agreed to change the text of the resolution.

Mayor Viola requested a motion to approve Resolution 2026-159 with the proposed amendment. On a motion by Committeewoman Buss, seconded by Deputy Mayor Buzzetta, and on a roll call vote, the resolution was adopted with the changes made on the dais.

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	

7:07 P.M. - At this point, Mayor Viola excused himself from the remainder of the meeting and instructed Deputy Mayor Buzzetta to chair the rest of the meeting.

   b. **First Reading/Introduction:** Ordinance 2026-15: Amending Chapter 168 "Peddlers, Canvassers, and Solicitors" of the Code of Colts Neck Township

Deputy Mayor Buzzetta requested a motion to approve the introduction of Ordinance 2026-15. On a motion by Committeeman Rizzuto, seconded by Committeewoman Buss, and on a roll call vote, the ordinance was introduced on first reading and public hearing scheduled for September 9, 2026.

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					

c. Resolution 2026-145 - Declaring September 11, 2026 as a Township Holiday

Deputy Mayor Buzzetta requested a motion to approve Resolution 2026-145. On a motion by Committeewoman Buss, seconded by Committeeman Tobia, 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		X			
Torchia Buss	M	X			
Tobia	S	X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

d. Resolution 2026-146 – Authorizing Entry into Developer's Agreement with 68 Obre Road Owner LLC Relative to Block 50, Lot 7, Commonly Known as 68 Obre Road

Deputy Mayor Buzzetta requested a motion to approve Resolution 2026-146. On a motion by Committeewoman Buss, seconded by Committeeman Rizzuto, 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	S	X			
Torchia Buss	M	X			
Tobia			X		
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

e. Consent Agenda

A. Resolution 2026-147 – Authorizing the Purchase of New Holmatro Extrication Rescue Tools for the Colts Neck Fire Department - $24,435.36

B. Resolution 2026-148 – Authorizing Cancellation and Refund of Taxes for 2026

C. Resolution 2026-149 – Authorizing and Approving Execution of Employment Agreement – Brian Caswell [REMOVED ON THE DAIS]

D. Resolution 2026-150 – Authorizing the Repairs of Concrete Platform at Municipal Annex – S Brothers, Inc. - $49,852.00

E. Resolution 2026-151 – Confirming Hiring of Colts Neck Township Laborer for the Department of Public Works and Authorizing Execution of Employment Agreement – Nikolas Brooks

F. Resolution 2026-152 – Authorizing the Release of Performance Guarantee and Acceptance of a Two-Year Maintenance Bond for Block 7.02, Lots 34.01 and 34.12 – Clover Hill Road – PB740
G. Resolution 2026-153 – Authorizing Award of Contract FY 2026 Capital Road Improvement Program
H. Resolution 2026-154 – Authorizing Award of Contract FY 2026 NJDOT Municipal Aid Road Program Improvements to Hominy Hill Road 2
I. Resolution 2026-155 – Authorizing Rejection of Bid for Leaf Collection Services for the Department of Public Works
J. Resolution 2026-156 – Authorizing the Purchase of Nine (9) Point Blank Ballistic Vests for the Colts Neck Police Department – NJ State Approved – NJ State Contract, #17-Fleet-00754 - $16,004.97
K. Resolution 2026-157 – Approving Insertion of Special Item of Revenue – Recycling Tonnage Grant
L. Resolution 2026-158 – Authorizing Recycling Cart Refund

Deputy Mayor Buzzetta removed Resolution 2026-149 from consideration.

Deputy Mayor Buzzetta requested a motion to approve the Consent Agenda. On a motion by Committeewoman Buss, seconded by Committeeman Rizzuto, and on a roll call vote, the Consent Agenda 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					

f. Approval of Vouchers

Deputy Mayor provided an overview of several of the items on the bills list. On a motion by Deputy Mayor Buzzetta, seconded by Committeeman Rizzuto, and on 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	S	X			
Torchia Buss		X			
Tobia		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

Committeeman Tobia voted no on any of the bills related to The Grande and also Mike’s Sewer and Drain.

Committeewoman Buss abstained from voting on any bills related to the Municipal Court.

Committeeman Rizzuto abstained from voting on any bills related to the Fire Department.

9. Township Committee Reports

Committeeman Tobia provided a report that included the Board of Health, Farmland and Open Space Committee, Public Works, and Planning Board procedure.

Committeewoman Buss provided a report that included Friends of the Library, National Night Out, the Fire Department, and fire statistics.

Committeeman Rizzuto provided a report that included the Fire Department ladies auxiliary, Office of Emergency Management, National Night Out, the Police Department, First Aid Squad, Historic Preservation Committee, and the Long Range Planning Committee.

Deputy Mayor Buzzetta provided a report that included the Finance Committee, the tax rate reduction, the Board of Education, the Affordable Housing Alliance, the left turn signal at Bucks Mill Road, and police statistics.

Committeeman Tobia responded to some of the items raised by Deputy Mayor Buzzetta.

10. Comments from the Public

Dan Krysanekas, resident, commented on the left hand turn signal on Bucks Mill Road, drainage issue at Bucks Mill, the cost of purchasing lots for affordable housing, additional affordable housing suggestions, comments on the Livana development, speed limits on all Township roads, signage for speed limits throughout the Township.

Marianne Cucolo, resident, commented about the Affordable Housing Alliance presentation at the Planning Board meeting, inquired about residents being able to present to the Planning Board.

Committeeman Tobia asked Attorney Bennett to contact Mr. Steib to clarify whether this is something that is allowed.

Elaine Mann, resident, thanked the Township Committee for providing police and fire statistics, commented on a local resident's newsletter, inquired about the total number of DPW employees, inquired about the total number of children who attend camp trips, inquired about the number of people who attend summer concerts and the cost of these events, inquired about several bills list items.

Committeeman Tobia requested that the Township Administrator provide a report on the concert attendance, all costs involved, number of police officers involved.

11. Adjournment

Deputy Mayor Buzzetta requested a motion to adjourn the meeting. On a motion by Committeeman Tobia, seconded by Committeeman Rizzuto, and on a voice vote, the meeting was adjourned at 8:18 P.M.

Brian O'Malley

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Brian O'Malley, RMC
Deputy Municipal Clerk

APPROVED: September 9, 2026