ORDINANCE 2026-15

AN ORDINANCE OF COLTS NECK TOWNSHIP AMENDING CHAPTER 168 "PEDDLERS, CANVASSERS, AND SOLICITORS" OF THE CODE OF COLTS NECK TOWNSHIP

WHEREAS, Colts Neck Township (the "Township") desires to amend Chapter 168 of the Township Code entitled "Peddlers, Canvassers, and Solicitors" to impose certain criminal history background check requirements on those applying for licenses for peddling, canvassing, and soliciting; and

WHEREAS, the Township Committee has determined that requiring criminal history background checks as part of the licensing process will promote public safety, enhance the integrity of the licensing process, and provide additional protections for Township residents; and

WHEREAS, the Township Committee has further determined that it is in the best interests of the Township to amend Chapter 168 of the Code of Colts Neck Township to establish background check requirements and related licensing standards.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of Colts Neck Township, in the County of Monmouth and State of New Jersey, as follows (additions to text indicated by ***bold italicized underline***; deletions to text indicated by ~~***bold italicized strikeout***~~):

SECTION 1. Chapter 168 of the Code of Colts Neck Township is hereby amended and supplemented as follows:

§ 168-1 License required.

It shall be unlawful for any peddlers, canvassers or solicitors as defined in § 168-2 of this chapter to engage in any such business in Colts Neck Township without having first obtained a license therefore in compliance with the provisions of this chapter. ***No license granted under this chapter shall be transferable.***

§ 168-2 Definitions.

When used in this chapter, the following terms shall have the following meanings:

CANVASSER or SOLICITOR

Includes any person, whether a resident of Colts Neck Township or not, who goes from house to house, from place to place or from street to street, soliciting or taking or attempting to take orders for sale of services, goods, wares or merchandise, including magazines, books, periodicals, photographs or personal property of any nature whatsoever for future delivery or for service to be performed in the future, whether or not such individual has, carries or exposes for sale a sample of the subject of such order or whether or not he or she is collecting advance payments on such orders. Such definition shall include any person who for himself or for another person, firm or corporation, hires, leases, uses or occupies any building, motor vehicle, trailer, structure, tent, railroad box car, boat, hotel, inn or motel room, lodging house, apartment, shop or other place in Colts Neck Township for the primary purpose of exhibiting samples and taking orders for future delivery.

PEDDLER

Includes any person, whether a resident of Colts Neck Township or not, who goes from house to house, from place to place or from street to street, conveying or transporting goods, wares or merchandise or offering or exposing the same for sale, or making sales and delivering articles to purchasers.

§ 168-3 Exempted sales.

The terms of this chapter shall not be held to include the acts of persons selling personal property at wholesale to dealers in such articles, persons under the age of 16 years, persons distributing circulars or any other matter not relating or pertaining to commercial activities. Nothing contained in this chapter shall be held to prohibit any sale required by statute or by order of any court.

§ 168-4 Application information; investigation fee.

A. Applicants for a peddlers, canvassers and solicitors license under this chapter must file with the Municipal Clerk a notarized application, in writing which shall give the following information:

(1) The name and physical description of the applicant.

(2) The complete permanent home and local address of the applicant.

(3) A brief description of the nature of the business and the goods to be sold.

(4) If employed, the name and address of the employer, together with credentials therefrom establishing the exact relationship.

(5) The length of time for which the right to do business is desired.

(6) The source of supply of the goods or property proposed to be sold or orders taken for the sale thereof, where such goods or products are located at the time said application is filed and the proposed method of delivery.

(7) Two passport-quality photographs of the applicant, which picture shall be approximately two inches by two inches, showing the head and shoulders of the applicant in a clear and distinguishing manner.

(8) A statement as to whether or not the applicant has been convicted of any crime, misdemeanor or violation of any municipal ordinance, other than traffic violations, the nature of the offense and the punishment or penalty assessed therefor.

(9) The last municipalities, not to exceed three, where the applicant conducted business immediately preceding the date of application, and the addresses from which such business was conducted in those municipalities.

B. At the time of filing the application, a fee of $100 shall be paid to the Municipal Clerk to cover the cost of investigation of the facts stated therein.

§ 168-5 Request for Criminal History Background Checks and Fingerprinting; Costs.

A. Each applicant for a license shall secure through IdentoGo, or such other private agency as authorized by the New Jersey State Police, a criminal history background check, conducted not more than 14 days prior to the filing of the application. Such criminal history background check must be submitted (as part of the application) directly from the private agency to the Chief of Police. The criminal history background check shall be in sufficient detail and scope to reveal any criminal history recorded with the State Bureau of Identification or with the Federal Bureau of Investigation and to allow the Chief of Police to reach an informed decision as required by this section. The Chief of Police shall review the criminal history background check together with the application and any other information reasonably necessary to determine the applicant's eligibility for licensure under this Chapter.

(1) If authorized by the Monmouth County Prosecutor pursuant to N.J.S.A. 53:1-20.38, the Township shall accept the results of a criminal history record background check of State records conducted within the previous six (6) months for licensing as a peddler or solicitor in another municipality, provided that such background check indicates no disqualifying information and otherwise satisfies the requirements of this Chapter.

B. The applicant shall be responsible for scheduling the background check appointment and for payment of all costs associated with the criminal history background check.

§ 168-6 Disqualification from Obtaining A License

A. A person or individual shall be disqualified from obtaining a license or acting under the auspices of a license issued for the purpose of peddling, soliciting and canvassing if that person's criminal history background reveals a record of conviction of any crime or disorderly offense.

(1) Involving danger to the person, meaning those crimes and disorderly persons offenses set forth in N.J.S.A. 2C:11-1 et seq. (criminal homicides); N.J.S.A. 2C:12-1 et seq. (assault; reckless endangering; threats); N.J.S.A. 2C:13-1 et seq. (kidnapping

and related offenses); N.J.S.A. 2C:14-1 et seq. (sexual offenses); or N.J.S.A. 2C:15-1 et seq. (robbery); or

(2) Against the family, children, or incompetents, meaning those crimes and disorderly persons offenses set forth in N.J.S.A. 2C:24-1 et seq.; or

(3) Involving theft as set forth in Chapter 20 of Title 2C of the New Jersey Statutes; or

(4) Involving any controlled dangerous substance or controlled substance analog as set forth in Chapter 35 of Title 2C of the New Jersey Statutes, except for N.J.S.A. 2C:35-10a(4) (minimal amounts of marijuana or hashish).

(5) In any other state or jurisdiction, conduct which, if committed in New Jersey, would constitute any of the crimes or disorderly person's offenses described herein.

B. In the event a charge is pending against a person, that person shall be temporarily disqualified from obtaining a license pending the resolution of that charge. If such charge results in a conviction of a crime or disorderly person's offense described herein which would disqualify the person from receiving such a license, the person shall be deemed disqualified as of the date of conviction.

C. If a pending charge is for an offense which would serve to disqualify the person from receiving such a license upon conviction, the person shall report the pending charge on the earliest of his/her submission to the criminal history background check or the date he/she learns of the charge. The individual shall also report the disposition of the charge immediately upon receiving notice of said disposition.

D. The Chief of Police shall be authorized to conduct any additional investigation which in his discretion he deems appropriate in order to obtain accurate information in regard to the criminal history background check.

~~*§ 168-5*~~ *§ 168-7* Religious organization, etc., exempted; application; permit.

A. Exemption; application. Any organization, society, association or business entity desiring to solicit or have solicited in its name money, donations of money or property, or financial assistance of any kind or desiring to sell or distribute any item of literature or merchandise for which a fee is charged or solicited from persons other than members of such organization upon the streets, in office or business buildings, by house-to-house canvass or in public places for a charitable, religious, patriotic or philanthropic purpose shall be exempt from the provisions of §§ 168-4, *168-5,* 168-6, ~~168-7, 168-8E~~ *168-8, 168-9, 168-10E* of this chapter.

~~*§ 168-6*~~ *§ 168-8* Investigation; issuance of license and badge.

A. Upon receipt of each application, it shall be referred to the Colts Neck Township Police, Colts Neck Township, New Jersey, which shall conduct such investigation of the applicant's business and moral character as it deems necessary for the protection of the public good, and shall endorse the application in the manner prescribed in this section after it has been filed by the applicant with the Municipal Clerk.

B. Issuance.

(1) If, as a result of such investigation, the applicant's background investigation is found to be satisfactory, said Colts Neck Township Police Chief shall endorse on such application such finding and return the said application to the Municipal Clerk who shall, upon payment of the license fees as herein provided, issue the license, and shall at the same time issue a badge setting forth the words "Colts Neck Township Solicitor," the period for which the license is issued and the number thereof in letters and figures easily discernable.

(2) If as a result of such investigation, the applicant's character or business responsibility is found to be unsatisfactory, the Colts Neck Township Police, shall endorse on such application its finding, its reasons for the same and shall return the said application to the Municipal Clerk. The issuance of the license shall then be considered and determined by the Municipal Clerk in conjunction with the recommendation of the Chief of Police.

(3) The solicitor badge is the property of Colts Neck Township and shall be returned to the Municipal Clerk upon expiration of the permit or upon the request of the issuer.

C. "No Knock" Registry.

(1) The Municipal Clerk shall prepare a list of addresses of those premises where the owner and/or occupant has notified the Municipal Clerk that peddler, canvassers and solicitors and door-to-door sales enterprises are not permitted on the premises (hereinafter referred to as the "No Knock" Registry). Notification shall be completion of a form available at the Municipal Clerk's office during normal business hours. The list shall be updated as needed and a copy provided to the Chief of Police.

(2) Any owner and/or occupant who has requested enlistment on the "No Knock" Registry pursuant to Subsection C(1) herein shall be able to procure from the Municipal Clerk's office a sticker for display at his/her/its premises indicating enlistment on the "No Knock" Registry. The first sticker shall be provided free of charge and may be picked up in person during regular business hours. If a replacement sticker is required, the individual may pick up a replacement at the Municipal Clerk's office at no charge. A fee of $1 must be paid to Colts Neck Township by any individual who desires to have the sticker mailed to him or her.

(3) The Municipal Clerk shall distribute the current "No Knock" Registry to a licensee at the time of issuance of a peddler, canvasser, or solicitor license pursuant to the provisions of this chapter. The licensee shall not peddle, canvass, solicit or conduct door-to-door sales at any premises identified on the then current "No Knock" Registry.

(4) Although the most current list of registrants on the "No Knock" Registry shall be provided by the Municipal Clerk, it is the responsibility of the peddler, canvasser or solicitor to have the most up-to-date list prior to performing their business.

(5) Any peddler, canvasser or solicitor or owner or employee of a door-to-door sales enterprise who violates any provision of this section, if convicted, shall be:

(a) Subject to a maximum ordinance violation fine of $1,250 for the first offense;

(b) Subject to 90 days in the county jail or in any place provided by the municipality for the detention of prisoners, for any term not exceeding 90 days for any offense thereafter; and

(c) Subject to a permanent revocation of any license issued under the within chapter.

(6) Current "No Knock" Registrants are protected against the peddlers, canvassing or soliciting activities regulated by this article without having to register.

~~*§ 168-7*~~ ***§ 168-9*** License fees; veteran's permit; interstate commerce; corporate employees.

A. All licenses issued under this chapter shall run for consecutive days. Any individual or business entity is required to have all employees intending to solicit, peddle or hawk obtain individual licenses.

B. Any veteran who holds a special state license issued under the laws of the State of New Jersey shall be exempted from securing a license as provided herein, but shall be required to comply with §§~~*168-8, 168-9*~~ 168-10, 168-11, 168-12, ***168-13 and 168-14*** of this chapter and shall be required to procure from the Municipal Clerk a special veteran's permit, which shall be issued by the Municipal Clerk upon proper identification.

C. Any person engaged in interstate commerce shall be exempted from the payment of any application and license fees under this chapter; however, such persons shall be subject to all other provisions of this chapter and shall apply for and procure a special permit from the Municipal Clerk upon proper identification and proof.

~~*§ 168-8*~~ ***§ 168-10*** Rules and regulations.

Every person to whom a license is issued under the terms of this chapter shall be governed by the following rules and regulations:

A. All circulars, samples or other matter shall be handed to an occupant of the property and not left on or about the same.

B. No person subject to the provisions of this chapter shall canvass, solicit or distribute circulars or other matter or call from house to house on any day later than 9:00 p.m. prevailing time.

C. No person subject to the terms of this chapter shall enter or attempt to enter the house of any resident of Colts Neck Township without an express invitation from the occupant of the house.

D. No person subject to this chapter shall conduct himself in such manner as to become objectionable to or annoy an occupant of any house.

E. At all times that a person is engaged in the business licensed under the provisions of this chapter, the badge as provided for in ~~*§ 168-6B*~~ *§ 168-8B* shall be conspicuously worn on the front of the licensee's outer garment.

F. Ice cream vendors may park in a valid on-street parking area or public property while engaging in sales but shall not park in a stationary location for longer than 10 minutes while performing a sale.

~~*§ 168-9*~~ *§ 168-11* Shouting wares; using noise making devices.

No licensee, nor any person in his or her behalf, shall shout, cry out, blow a horn, ring a bell or use any sound-amplifying device upon any of the streets, alleys, parks or other public places of the township or upon private premises where sound of sufficient volume is emitted or produced therefrom to be capable of being plainly heard upon the streets, avenues, alleys, parks or other public places, for the purpose of attracting attention to any goods, wares or merchandise which such licensee proposes to sell.

~~*§ 168-10*~~ *§ 168-12* Interference with traffic.

No license shall have any exclusive right to any location in the public streets, nor shall any be permitted a stationary location thereon, nor shall any be permitted to operate in a congested area where such operation might impede or inconvenience the public use of such streets. For the purpose of this chapter, the judgment of a police officer, exercised in good faith, shall be deemed conclusive as to whether the area is congested and the public impeded or inconvenienced.

~~*§ 168-11*~~ *§ 168-13* Exhibiting license.

Licensees are required to exhibit their solicitor's license in plain sight at all times during the conduct of their authorized business within the Township.

~~*§ 168-12*~~ *§ 168-14* Record of licenses and violations.

The Municipal Court Clerk shall report to the Municipal Clerk all convictions for violation of this chapter, and the Municipal Clerk shall maintain a record for each license issued and record the reports of violation therein.

~~*§ 168-13*~~ *§ 168-15* Revocation of license; hearing, notice.

A. Licenses issued under the provisions of this chapter may be revoked by the Township Committee of Colts Neck Township, after notice and hearing, for any of the following causes:

(1) Fraud, misrepresentation or a material incorrect statement contained in the application for license.

(2) Fraud, misrepresentation or a material incorrect statement made in the course of carrying on his or her business as solicitor, canvasser, or peddler.

(3) Any violation of this chapter.

(4) Conviction of any crime or misdemeanor.

(5) Conducting the business of peddler, canvassers, or solicitors as the case may be, in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety or general welfare of the public.

B. Notice of the hearing for revocation of a license shall be given by the Municipal Clerk, in writing, setting forth specifically the grounds of complaint and the time and place of hearing. Such notice shall be mailed, postage prepaid, to the licensee at his or her last known address at least five

days prior to the date set for hearing or shall be delivered by a police officer in the same manner as a summons at least three days prior to the date set for hearing.

~~*§ 168-14*~~ *§ 168-16* Expiration of license.

All annual licenses issued under the provisions of this chapter shall expire at 12:00 midnight the 31st day of December in the year when issued. Other than annual licenses shall expire at 12:00 midnight on the date specified in the license.

~~*§ 168-15*~~ *§ 168-17* Violations and penalties.

A violation of any provision of this chapter shall be punishable as provided in § 1-9 of this Code.

SECTION 2. INCONSISTENT ORDINANCES

All other Ordinances or parts thereof inconsistent with the provisions of this Ordinance are hereby repealed as to such inconsistency.

SECTION 3. SEVERABILITY

If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision so adjudged and the remainder of this Ordinance shall be deemed valid and effective.

SECTION 4. EFFECTIVE DATE

This Ordinance shall take effect upon its passage and publication according to law.

The foregoing Ordinance was introduced and passed on the first reading at the meeting of the Township Committee of Colts Neck Township on the August 12, 2026 and will be considered for final passage and adoption on September 9, 2026, 6:30 p.m. Town Hall, 1 Veterans Way at which time and place a public hearing will be held for all persons desiring to be heard thereon will be given full opportunity.

_____
Kathleen Capristo, Municipal Clerk

RECORD OF VOTE										
	First Reading					Second Reading				
	August 12, 2026					September 9, 2026				
	M	S	Yes	No	NV	Ab	M	S	Yes	No	NV	Ab
Mayor Viola						Ab						
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

ORDINANCE 2026-16

AN ORDINANCE OF COLTS NECK TOWNSHIP IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, AMENDING SALARY AND WAGE ORDINANCE 2026-05

WHEREAS, Colts Neck Township (the "Township") regulates salaries pursuant to Salary and Wage Ordinance No. 2026-05; and

WHEREAS, the Township Committee wishes to amend Salary and Wage Ordinance No. 2026-05 to further define the job title and raise the salary range of the Municipal Clerk, and also to eliminate the positions of Secretary to Administrator and Website Coordinator; and

WHEREAS, the Township Committee finds it to be in the best interest of the citizens of the Township to amend Salary Ordinance No. 2026-05.

NOW, THEREFORE BE IT ORDAINED by the Township Committee of Colts Neck Township, in the County of Monmouth, State of New Jersey that the Township's Salary and Wage Ordinance No. 2026-05 is hereby amended as follows (additions to text indicated by ***bold italicized underline***; deletions to text indicated by ~~***bold italicized strikeout***~~):

Title	Department	Minimum	Maximum
Municipal Clerk***/Public Information Officer***	Administration	~~***$50,000***~~ ***$85,000***	~~***$95,000***~~ ***$150,000***
~~***Secretary to Administrator***~~	~~***Administration***~~	~~***$8,500***~~	~~***$12,000***~~
~~***Website Coordinator***~~	~~***Administration***~~	~~***$2,300***~~	~~***$3,000***~~
Registrar of Vital Statistics	Administration	$1,700	$2,300
Deputy Registrar of Vital Statistics	Administration	$1,100	$1,500
Clerical – Administration – Part-time	Administration	$13/Hour	$20/Hour
Code Enforcement ~~***Manager***~~ ***Officer***	Code Enforcement	$65,000	$90,000
Code Enforcement Officer – Part-time	***Code Enforcement***	***$25/Hour***	***$40/Hour***
Construction Official	Construction	$25,000	$55,000
Technical Assistant to Construction Official - Part-time	Construction	$25,000	$55,000
Technical Assistant to Construction Official – Assistant ~~**- Part-time**~~	Construction	$20,000	$50,000
Electric Inspector/Sub-Code Official	Construction	$23,500	$40,000
Building Inspector	Construction	$23,500	$40,000
Plumbing Inspector/Sub-Code Official	Construction	$30,700	$50,000
Plumbing Inspector	Construction	$12,000	$25,000
Building Inspector/Sub-Code Official/Fire Inspector	Construction	$35,000	$75,000

Title	Department	Minimum	Maximum
UCC Building Inspector	Construction	$15,000	$25,000
Director of Public Works	Department of Public Works	$78,000	$175,000
Foreman	Department of Public Works	$68,500	$150,000
Heavy Equipment Operator	Department of Public Works	$60,000	$90,000
Facility Maintenance Worker	Department of Public Works	$50,000	$85,000
Laborer	Department of Public Works	$40,000	$75,000
Mechanic	Department of Public Works	$45,000	$90,000
Mechanic — Part-time	Department of Public Works	$18/Hour	$35/Hour
Secretary to Director of Public Works	Department of Public Works	$40,000	$75,000
Convenience Center Attendant — Part-time	Department of Public Works	$15/Hour	$25/Hour
Seasonal Laborer — Part-time	Department of Public Works	$15/Hour	$25/Hour
Temporary Laborer	Department of Public Works	$25/Hour	~~$250/Hour~~ $75/Hour
Finance Officer/Treasurer	Finance	$65,000	$140,000
Tax Collector/Tax Search Officer	Finance	$24,700	$55,000
Purchasing Agent	Finance	$3,000	$10,000
Deputy Treasurer/Deputy Tax Collector	Finance	$40,000	$75,000
Tax Clerk/Bookkeeper	Finance	$40,000	$75,000
Finance Clerk/Administrative Assistant — Clerk's Office	Finance	$40,000	$60,000
Shared Services Pay — Finance/Tax	Finance	$3,000	$25,000
Tax Assessor	Tax Assessment	$28,000	$55,000
Health Officer	Health Department	$85,000	$150,000
Well Inspector	Health Department	$1,500	$3,500
Municipal Court Judge	Municipal Court	$20,000	$45,000
Court Administrator	Municipal Court	$45,000	$90,000

Title	Department	Minimum	Maximum
Deputy Court Administrator	Municipal Court	$40,000	$75,000
Violations Clerk	Municipal Court	$35,000	$60,000
Township Planner	Planning & Zoning	$85,000	$150,000
Secretary to Planning Board and Board of Adjustment	Planning & Zoning	$35,000	$56,000
Police Chief	Police	$125,000	$225,000
Secretary to Police Chief	Police	$40,000	$70,000
Police Lieutenant	Police	$110,000	$200,000
SLEO III	Police	$25/Hour	$40/Hour
SLEO II Part-time	Police	$18/Hour	$25/Hour
Police Records Clerk	Police	$35,000	$55,000
Police Clerk — Part-time	Police	$14/Hour	$25/Hour
Director of Recreation and Parks	Recreation	$68,000	$110,000
Secretary Recreation and Parks	Recreation	$40,000	$65,000
Summer Camp Supervisor	Recreation	$20/Hour	$35/Hour
Summer Camp Assistant Supervisor	Recreation	$17/Hour	$25/Hour
Summer Camp Arts & Crafts Supervisor	Recreation	$14/Hour	$25/Hour
Summer Camp Outside Coordinator	Recreation	$12/Hour	$20/Hour
Summer Camp Trip Coordinator	Recreation	$12/Hour	$20/Hour
Summer Camp Counselor	Recreation	$11.90/Hour	$18/Hour
Summer Camp Counselor in Training	Recreation	$6/Hour	$15/Hour
Seasonal --- Part-time	Recreation	$15/Hour	$25/Hour
Fire Official	Fire Prevention	$20,000	$30,000
Fire Inspector -- Part-time	Fire Prevention	$8,000	$25,000
Smoke Certification Inspector	Fire Prevention	$2,000	$5,000

Title	Department	Minimum	Maximum
Fire Prevention Secretary - Part-time	Fire Prevention	$1,500	$3,500
Township Administrator	Administration	$110,000	$220,000
Mayor, Deputy Mayor and Committee Members	Elected Officials	$1,500	$3,500

SECTION ONE: Secretaries for the Farmland and Open Space Committee, Environmental Commission, and Historic Preservation Committee shall be paid at a rate of $10 per hour for clerical support and $50 per meeting attended.

SECTION TWO: The Township Committee shall establish those officials and employees of Colts Neck Township who are entitled to mileage compensation for the use of their personal vehicles. Such compensation is hereby fixed at the federal mileage reimbursement rate as determined by the Internal Revenue Service.

SECTION THREE: The Township Committee reserves the right to pay annual bonus payments not to exceed $5,000 to non-union personnel.

SECTION FOUR: All ordinances or parts of ordinances in conflict with this ordinance or any part thereof are hereby repealed.

SECTION FIVE: This ordinance shall take effect upon final passage and publication according to law.

The foregoing Ordinance was introduced and passed on the first reading at the meeting of the Township Committee of Colts Neck Township on the August 26, 2026 and will be considered for final passage and adoption on September 9, 2026, 6:30 p.m. Town Hall, 1 Veterans Way at which time and place a public hearing will be held for all persons desiring to be heard thereon will be given full opportunity.

Kathleen Capristo

Kathleen Capristo, Municipal Clerk

RECORD OF VOTE										
	First Reading					Second Reading				
	August 26, 2026					September 9, 2026				
	M	S	Yes	No	NV	Ab	M	S	Yes	No	NV	Ab
Mayor Viola			X									
Deputy Mayor Buzzetta		S	X									
Rizzuto						Ab						
Torchia Buss	M		X									
Tobia			X									

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