

**TOWNSHIP OF COLTS NECK
COMMITTEE MEETING
MARCH 29, 2017, 7:30 P.M.
TOWN HALL**

The meeting of the Colts Neck Township Committee was called to order at 7:30 p.m. by Mayor Macnow followed by a salute to the flag led by the Colts Neck Reformed Church Nursery School students. The following statement was read by Municipal Clerk, Ms. Kara: "The notice requirements of the New Jersey Public Meetings Law have been satisfied by noticing the News Transcript on January 12, 2017 stating that a regular meeting of the Colts Neck Township Committee would be held March 29, 2017 at 7:30 p.m., Colts Neck Town Hall, 124 Cedar Drive, Colts Neck, New Jersey. The notice requirements have been posted on the Township website and a copy is on file in the Office of the Township Clerk."

Roll call by Ms. Kara indicated the following:

- Present: Mayor Russell Macnow, Deputy Mayor J.P. Bartolomeo, Committeemen Edward Eastman, Jr., Thomas Orgo and Frank Rizzuto
- Also Present: Administrator/Deputy Clerk Kathleen Capristo, Municipal Clerk Beth Kara; Township Counsel Meghan Bennett Clark, Esq.
- Absent: None

1. **APPROVAL OF MINUTES:** MEETING OF MARCH 15, 2017. Mr. Orgo made a motion to approve, seconded by Mr. Bartolomeo and unanimously carried. .

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Macnow			X			
Deputy Mayor Bartolomeo		S	X			
Eastman			X			
Orgo	M		X			
Rizzuto			X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						

2. **MAYOR'S PROCLAMATION:** WEEK OF THE YOUNG CHILD™ - APRIL 24 TO 28, 2017. Mayor Macnow read the proclamation in full and presented it to Ms. Stacey Savage, Colts Neck Reform Church Nursery School Director. The proclamation recognizes the Colts Neck Reformed Church Nursery School and other local organizations for working to improve early learning opportunities and early literacy programs that provide a foundation of learning for children in Colts Neck. The teachers and others who make a difference in the lives of young children were recognized and thanked. In addition, citizens were encouraged to support early childhood education in Colts Neck. Ms. Stacey Savage, Nursery School Director, commented the program has been a part of the community for 46 years and the school has a very positive relationship with the community. Ms. Savage commented it was an honor to be here and good to be recognized. Ms. Savage, the students and teachers received a round of applause and photographs were taken. Mayor Macnow thanked the students and their families for participating in this evening's meeting.
3. **RESOLUTION 2017-53:** RESOLUTION CONFIRMING APPOINTMENT OF POLICE OFFICER, STEVEN DeCAESAR was read by title by Mayor Macnow. This resolution confirms the appointment, effective March 31, 2017. Mr. Bartolomeo made a motion to approve, seconded by Mr. Orgo and unanimously carried.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Macnow			X			
Deputy Mayor Bartolomeo	M		X			
Eastman			X			
Orgo	S		X			
Rizzuto			X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						

Chief Kevin Sauter thanked Mayor Macnow for this opportunity to fill the vacancy created by the departure of Kristian Devito. Chief Sauter commended all Officers of the Colts Neck Police Department, and noted all Officers are present this evening. Chief Sauter then provided Mr. DeCaesar's background and noted Mr. DeCaesar starts working on the road March 31, 2017.

4. **SWEARING IN OF POLICE OFFICER, STEVEN DeCAESAR** Mayor Macnow administered the Oath of Office to Mr. Steven DeCaesar, as his mother held the bible and then pinned his badge. Officer DeCaesar received a round of applause and photographs were taken. Chief Sauter welcomed Officer Steven DeCaesar to the Colts Neck Police Force and presented him with his id and wallet badge. Mayor Macnow thanked all Officers present this evening, noting Colts Neck was just recognized as the 16th safest city in New Jersey for 2017 selected by the National Council for Home Safety and Security. Of the top 50 municipalities chosen for this distinction, Colts Neck was the only Monmouth County municipality selected. Mayor Macnow commented this top notch Police force keeps us safe. All Officers received a round of applause.

5. **MAYOR'S PROCLAMATION: CHILD ABUSE PREVENTION AND AWARENESS WITHIN THE TOWNSHIP OF COLTS NECK, APRIL 2017.** Mayor Macnow read the Proclamation in full. This Proclamation was presented to Ms. Anita Dedalis on behalf of the Colts Neck Woman's Club. The proclamation calls for all sectors of the community to become involved in efforts aimed at strengthening families and communities and preventing children from abuse and neglect. Ms. Dedalis noted pinwheels would be placed around the Library by the Woman's Club in recognition of this initiative. There was a round of applause and photographs were taken. Mayor Macnow thanked Ms. Dedalis for volunteerism.

6. **MAYOR'S PROCLAMATION: NATIONAL ALCOHOL AWARENESS MONTH, APRIL 2017** was read in full by Mayor Macnow. The proclamation urged the strengthening of underage drinking laws and building partnerships among local agencies, elected officials, law enforcement, businesses, schools and communities to prevent underage drinking and alcoholism. Ms. Anita Dedalis, Alliance Co-Coordinator, accepted the Proclamation on behalf of the Township's Drug and Alcohol Alliance. Mayor Macnow thanked Ms. Dedalis for her volunteer efforts in educating the public on alcohol and drug abuse. There was a round of applause and photographs were taken.

7. **ORDINANCE 2017-7: ORDINANCE CONSENTING TO RECORDING AN AMENDMENT DEED OF EASEMENT FOR BLOCK 10, LOT 8 IN THE TOWNSHIP OF COLTS NECK** was read by title at second reading by Mayor Macnow. Mr. Orgo advised this ordinance consents to amending the deed authorizing the planting and harvesting of crops within the drainage easement in accordance with the Freshwater Wetlands Protection Act and the Flood Hazard Control Act. This amendment is a stipulation of the sale of the development easement pursuant to the Municipal Planning Incentive Grant. Hearing no comments from the Governing Body, Mayor Macnow asked for a motion. Mr. Orgo made a motion to open the public hearing, seconded by Mr. Eastman and

unanimously carried by voice vote. Hearing no comments, Mayor Macnow called for a motion. Mr. Orgo made a motion to close the public hearing, seconded by Mr. Bartolomeo and unanimously carried by voice vote. Mr. Orgo made a motion to approve, seconded by Mr. Eastman and unanimously carried.

RECORD OF VOTE					
Committeeman	M S	Yes	No	NV	Ab
Mayor Macnow		X			
Deputy Mayor Bartolomeo		X			
Eastman	S	X			
Orgo	M	X			
Rizzuto		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

8. **ORDINANCE 2017-8:** ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14) was read by title at second reading by Mayor Macnow. Ms. Capristo advised this is a routine ordinance and would allow the Township to exceed the .5% increase in the previous year's final appropriation by an additional 3% (or \$245,644.27), for a total of 3.5% (or \$286,584.98). Any amount authorized that is not appropriated as part of the final budget is retained as an exception to the final appropriation in either of the next two succeeding years. Hearing no comments from the Governing Body, Mayor Macnow called for a motion. Mr. Bartolomeo made a motion to open the public hearing, seconded by Mr. Rizzuto and unanimously carried by voice vote.

Ms. Elaine Mann, a resident, distributed a paper addressing cost benefit analyses for committees. Mayor Macnow requested Ms. Mann raise this issue during the public comments portion of this evening's meeting noting this public hearing relates to this ordinance.

Hearing no comments, Mayor Macnow called for a motion. Mr. Bartolomeo made a motion to close the public hearing, seconded by Mr. Orgo and unanimously carried by voice vote. Mr. Bartolomeo made a motion to approve, seconded by Mr. Orgo and unanimously carried.

RECORD OF VOTE					
Committeeman	M S	Yes	No	NV	Ab
Mayor Macnow		X			
Deputy Mayor Bartolomeo	M	X			
Eastman		X			
Orgo	S	X			
Rizzuto		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

9. **2017 MUNICIPAL BUDGET:** Mayor Macnow's comments on the introduction of the 2017 municipal budget are appended.

10. **RESOLUTION 2017-54:** RESOLUTION AUTHORIZING INTRODUCTION OF 2017 MUNICIPAL BUDGET was read by title by Mayor Macnow. Mayor Macnow stated this resolution introduces the 2017 Municipal budget as follows: General Appropriations, \$11,872,424.71; Dedicated Open Space \$360,239.00; totaling \$12,232,663.71. The amount of \$7,528,474.14 will be raised by property taxes to support the budget. Mr. Orgo made a motion to approve, seconded by Mr. Bartolomeo and unanimously carried. Mayor Macnow stated a public hearing on the budget will be held April 26, 2017, 7:30 p.m., Town Hall.

RECORD OF VOTE					
Committeeman	M S	Yes	No	NV	Ab
Mayor Macnow		X			
Deputy Mayor Bartolomeo	S	X			
Eastman		X			
Orgo	M	X			
Rizzuto		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

11. RESOLUTION 2017-55: RESOLUTION AUTHORIZING FORMAL TRANSFER OF FUNDS, 2016 BUDGET, was read by title by Mayor Macnow. Mayor Macnow stated this resolution authorizes the transfer of \$10,000 from Streets and Road Maintenance, Salaries and Wages; to Streets and Roads, Other Expenses; to cover additional expenses. Mr. Bartolomeo made a motion to approve, seconded by Mr. Eastman and unanimously carried.

RECORD OF VOTE					
Committeeman	M S	Yes	No	NV	Ab
Mayor Macnow		X			
Deputy Mayor Bartolomeo	M	X			
Eastman	S	X			
Orgo		X			
Rizzuto		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

12. RESOLUTION 2017-56: RESOLUTION AUTHORIZING AN AGREEMENT WITH THE COUNTY OF MONMOUTH FOR DIGITAL IMAGERY AND GIS DATA LICENSE was read by title by Mayor Macnow. This resolution authorizes a shared services agreement with the County for a one-time cost of \$1,800, to provide aerial imagery to assist in reviewing development applications as well as for general planning purposes. Mr. Orgo commented this system will enable the Planning Board to become more digital. Mr. Bartolomeo noted this will enhance the efficiency process. Mr. Bartolomeo made a motion to approve, seconded by Mr. Rizzuto and unanimously carried.

RECORD OF VOTE					
Committeeman	M S	Yes	No	NV	Ab
Mayor Macnow		X			
Deputy Mayor Bartolomeo	M	X			
Eastman		X			
Orgo		X			
Rizzuto	S	X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

13. RESOLUTION 2017-57: RESOLUTION CONFIRMING APPOINTMENT TO THE HISTORIC PRESERVATION COMMITTEE was read by title by Mayor Macnow. Mayor Macnow advised this resolution appoints Joanna S. Connelly as a member, with a term expiring December 31, 2019. Mr. Eastman made a motion to approve, seconded by Mr. Bartolomeo and unanimously carried.

RECORD OF VOTE					
Committeeman	M S	Yes	No	NV	Ab
Mayor Macnow		X			
Deputy Mayor Bartolomeo	S	X			
Eastman	M	X			
Orgo		X			
Rizzuto		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

14. SWEARING IN OF JOANNA S. CONNELLY: Mayor Macnow administered the Oath of Office to Ms. Connelly, as her father held the bible. Photographs were taken and Ms. Connelly received a round of applause. Mayor Macnow noted volunteers are indispensable and thanked Ms. Connelly for volunteering.

15. MOTION TO APPROVE 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.

***RESOLUTION 2017-58:** RESOLUTION AUTHORIZING RELEASE OF PERFORMANCE GUARANTEE, BLOCK 11, LOT 3.09 (5 MOCKINGBIRD LANE)

***RESOLUTION 2017-59:** RESOLUTION AUTHORIZING ACCEPTANCE OF MAINTENANCE GUARANTEE, FY 2016 CAPITAL ROAD IMPROVEMENT PROGRAM, PHASE I, EARLE ASPHALT COMPANY

Mr. Orgo made a motion to approve, seconded by Mr. Bartolomeo and unanimously carried.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Macnow			X			
Deputy Mayor Bartolomeo		S	X			
Eastman			X			
Orgo	M		X			
Rizzuto			X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						

16. DISCUSSION:

"PAINT THE TOWN PINK" PARTICIPATION

Ms. Capristo advised organizers for the Paint the Town Pink Program have approached the Township to participate in this year's program for the month of May. Ms. Capristo noted the co-chairs of the Program are seeking permission to place a banner within the Township, the cost, set-up and dismantling of which would be borne by the program. Mayor Macnow noted he was in favor of participating in this event to raise awareness of breast cancer. Counsel Bennett Clark advised the Township's policy on posting and removing banners should be reviewed and included in the response. Mr. Orgo questioned where the banner would be placed. Mayor Macnow commented a certificate of insurance should be provided to the Township by the program. With unanimous consent, Mayor Macnow stated reasonable parameters will be established in the response and Mr. Orgo will take the lead on this initiative.

TRAINING REQUEST – NJSACOP TRAINING, 6/26-29/2017, ATLANTIC CITY

Mayor Macnow advised Chief Sauter has provided a memorandum, completed registration form and purchase requisition for payment of registration fee to attend the NJSACOP Training, June 26-29, 2017, in Atlantic City. Township Committee approval is required to process the purchase requisition. Mr. Eastman questioned if Chief Sauter attended in past years, to which Mayor Macnow responded yes, and historically, the Township has paid the registration fee. Unanimous consent of Township Committee via voice vote to approve this requisition.

17. ADMINISTRATIVE REPORT

Ms. Capristo advised the Township received notice the County is planning the reconstruction of Bridge A-4 on Hillsdale Road over Big Brook, with an estimated start date of August 2017. During the reconstruction, Hillsdale Road will be detoured and closed to vehicles and pedestrian traffic for a maximum period of 210 calendar days.

Ms. Capristo reported the road work on Route 34 from NWS Earle southbound to the 33/34 split begins Monday. In addition, plans are underway for the Route 34/537 intersection improvements and work is planned on two culverts on Route 537.

Ms. Capristo reported Clean Up Day is set for May 6, with extended hours from 7 a.m. to 3 p.m. at the new drop off site, Mazza and Sons in Tinton Falls. The newsletter advising of this year's Clean Up Day is being mailed this week and has been posted on the website. Mayor Macnow commented because of DEP regulations, the DPW yard can no longer be utilized for Clean Up Day and residents must go directly to Mazza and Sons. The Monmouth Reclamation Center is near Mazza and Sons and accepts tires. Signs will be posted at the DPW yard reminding residents to proceed to Mazza and Sons for Clean Up Day.

18. MOTION TO APPROVE VOUCHERS: Mr. Bartolomeo reviewed the vouchers, and commented tonight's vouchers include the Township's portion of the Crystal Brook easement previously discussed, as follows:

Animal Control	\$82.78
Capital Fund	\$2,678.43
Construction Trust	\$12,905.26
Current Fund	\$280,759.81
Escrow	\$5,455.22
Farmland Preservation Trust	\$190,185.60
Trust Fund	<u>\$6,512.82</u>
 TOTAL	 <u>\$498,579.92</u>

Mr. Bartolomeo made a motion to approve, seconded by Mr. Orgo and unanimously carried. Mr. Orgo abstained from approving vouchers to Pine Tree Landscape Systems* and Mr. Rizzuto abstained from approving vouchers for Fire Department expenditures**.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Macnow			X			
Deputy Mayor Bartolomeo	M		X			
Eastman			X			
Orgo		S	X*	X*		
Rizzuto			X**	X**		
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						

19. TOWNSHIP COMMITTEE REPORTS

Mr. Eastman reported he attended the public meeting for the Joint Land Use Study (JLUS) for Naval Weapons Station Earle last night. The County is seeking public input as part of a federally funded study of the relationship of Naval Weapons Station Earle to the neighboring municipalities. Mr. Eastman spoke of the depth of the study and thought the project may take up to one year to complete.

Mr. Rizzuto reported plans are underway for the Historic Preservation Committee's participation in the "weekend in Old Monmouth" this year. Mr Rizzuto reported the Historic Preservation Committee would be placing a plaque at Hominy Hill Golf Course. Mr. Rizzuto questioned if a portion of the Open Space Dedicated Tax would be provided for Historic Preservation.

Mr. Rizzuto reported the Friends of the Library are coordinating the painting and carpeting of the lower floor meeting rooms. Mr. Rizzuto noted the gate to the children's garden needs attention, and volunteers are maintaining the garden this year.

Mr. Orgo reported with the approval of the bills list this evening, another \$190,186 of Township Open Space funds were expended to preserve Crystal Brook Farm. With this preservation, another 40 acres has been added to the approximate 1,000 acres of farmland preserved within the Township.

Mr. Bartolomeo reported the Planning Board meeting was cancelled due to the snowstorm.

Mr. Bartolomeo reported the Sports Foundation season is beginning with the first softball game scheduled Saturday and travel baseball starting Sunday. Rec baseball that would normally be held the beginning of April has been re-scheduled to the end of April at Laird Road fields and will include bouncy houses. No dates were set as yet; however, the Sports Foundation website should include the information soon.

Mayor Macnow commented on the Township receiving the designation of the 16th safest city in New Jersey for 2017 by the National Council for Home Safety and Security, noting Colts Neck was the only municipality in Monmouth County to make the top 50 cities list. Mayor Macnow suggested thanking Police Officers for their service to the community noting this is a big deal for Colts Neck.

Mayor Macnow reported the Police Department has plans to implement on-line accident reports through the CARFAX Program, which will eliminate the need to visit the Police Department in person to obtain an accident report.

Mayor Macnow reported the Made in Monmouth event is scheduled for April 8 at Monmouth University. This well attended event includes products that were made in Monmouth County on display and for sale. Non-perishable foods are being collected for the FoodBank of Monmouth and Ocean Counties.

Mayor Macnow reported the CNBA businesses are having a free mug program for anyone bringing in their flyer to a participating business within Colts Neck. Mayor Macnow attended the annual CNBA luncheon at Trump National with fellow Committeemen Bartolomeo and Rizzuto. Mayor Macnow noted the luncheon was well-attended and a good networking event.

Hearing no further comments, Mayor Macnow called for a motion to open the meeting to public comments. Mr. Bartolomeo made a motion, seconded by Mr. Eastman and unanimously carried by voice vote.

20. PUBLIC COMMENTS:

Ms. Elaine Mann, resident, thanked Chief Sauter for organizing the Police Department to achieve recognition for the Town. Ms. Mann spoke of performing a cost benefit analysis for all Township committees, and spoke of the Architectural Review Committee review process.

Mr. Michael Viola, resident and Wildlife Committee Chair, spoke of the seedling giveaway program sponsored by the Shade Tree Commission Saturday, April 8 at Town Hall, rain or shine. Mr. Viola advised it is almost birthing season for deer, and motorists should be mindful of an increased population as well as ticks. Mr.

Viola stated he attended the NWS Earle public session, and commented on maps illustrating areas where high density housing would not be appropriate.

Ms. Michele Battista, resident and President of the Friends of the Library, thanked the many volunteers for making the last book sale a success. Ms. Battista gave special thanks to resident Vince Domidion, noting he was working the entire sale, which spanned two full days. This year, the Friends raised approximately \$2,300, and the book sale is one of their biggest fundraisers. Mayor Macnow stated the Friends do great work, and through fundraising purchased many improvements to the Library including furniture. Mr. Eastman noted the event was well attended and well done.

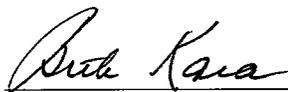
Mr. Fulton Wilcox, resident, referenced the 3% banked this evening and questioned if this would be done every year. Mayor Macnow advised this is done every year as a safety measure, and Mr. Antonides will provide further information to Mr. Wilcox if needed.

Hearing no further comments, Mayor Macnow called for a motion to close the meeting to public comments. Mr. Bartolomeo made a motion, seconded by Mr. Orgo and unanimously carried by voice vote.

21. MOTION TO ADJOURN: Mr. Bartolomeo made a motion to adjourn, seconded by Mr. Orgo and unanimously carried by voice vote.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Macnow			X			
Deputy Mayor Bartolomeo	M		X			
Eastman			X			
Orgo		S	X			
Rizzuto			X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						

Meeting adjourned at 8:50 p.m.



Beth Kara, RMC, CMC
Municipal Clerk

Attachment

2017 MUNICIPAL BUDGET INTRODUCTION

MARCH 29, 2017

MAYOR RUSSELL MACNOW

- The total 2017 municipal budget is \$12,232,664. This amount is inclusive of the \$360,239 that will be raised by the dedicated open space tax of 1.2 cents
- The municipal purpose tax rate will increase by .945 cents this year.
- For a home assessed at \$800,000, this represents an increase of \$75.60 in property taxes for the year.
- The budget is under the tax levy CAP and the appropriation CAP.
- \$1,276,000 of surplus funds have been utilized to offset the budget, leaving over \$700,000 for next year or future use.
- State Aid remains the same as last year and totals \$1,980,938.
- \$7,518,474 will be raised in property taxes to support the budget compared to \$7,208,073 last year.
- Most operating budgets remained roughly the same as last year.
- Major expenses within the budget include the following:
 - The Legal Services appropriation remains robust primarily due to the anticipated legal fees in connection with COAH.
 - Expenses for our Building & Grounds have increased to address some long overdue repairs and upgrades (i.e., HVAC systems and drainage system repairs at Town Hall.)
 - As with our buildings, much of the equipment in the Department of Public Works is in need of significant repairs. While we are not purchasing new vehicles or equipment this year, we are investing in strategic repairs and maintenance of the vehicles and equipment we have.
 - We increased the Fire Department budget by 10% over last year. (Their budget has remained level since 2013.)
 - The addition of one Police Officer and a Special in the Police Department.
 - Health Insurance costs have increased a little over 6%.
 - Recycling grants have declined while contractor service costs have increased significantly.
- The budget includes a conservative “pay as you go” capital program in the amount of \$243,300 (compared to \$441,500 last year) that includes the following:
 - \$47,000 for replacement of Police vehicles.
 - \$40,000 for a significant upgrades to the Police Information Technology systems.
 - \$14,000 for Fire Department turn-out gear.
 - \$70,000 for building improvements including the Police/Courthouse Building roof replacement.
 - \$12,500 for computer upgrades for all departments
 - \$11,300 for Police In-Car Camera Systems
- The public hearing for the 2017 municipal budget will be April 29, 2017, 7:30 p.m. at Town Hall.