

**TOWNSHIP OF COLTS NECK
TOWNSHIP COMMITTEE MEETING
DECEMBER 13, 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. The following statement was read by the Deputy Municipal Clerk, Ms. Capristo: "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 December 13, 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. Capristo indicated the following:

Present: Mayor Russell Macnow, Deputy Mayor J.P. Bartolomeo, Committeemen Thomas Orgo (arrived 7:35), Edward Eastman, Jr. and Frank Rizzuto

Also Present: Kathleen Capristo, Administrator/Deputy Clerk and Township Attorney Meghan Bennett Clark

1. **ANNOUNCEMENT:** Mayor Macnow announced the 2017 Reorganization Meeting of the Township Committee will be held on January 6, 2018 at 4:00 pm in the courthouse.
2. **RESOLUTION 2017-150:** RESOLUTION CONFIRMING APPOINTMENT OF SLEO II POLICE OFFICER, MR. DANE RICHARDS was read by title by Mayor Macnow. Mayor Macnow stated that the addition of the SLEO II officer will provide an excellent complement to the Police Department and enhance efficiencies in manpower allocation. Hearing no comments, Mayor Macnow called for a motion. 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						

SWEARING IN OF MR. DANE RICHARDS Mayor Macnow administered the Oath of Office to Mr. Dane Richards, as his mother and father held the bible and several other Colts Neck Police officers looked on. Officer Richards received a round of applause and photographs were taken. Chief of Police Kevin Sauter welcomed Officer Richards to the Colts Neck Police force and spoke to his employment background and experience. Chief Sauter also took the opportunity to express his thanks to the entire Colts Neck Police force and encouraged a round of applause for the department. Mayor Macnow thanked all the officers present and commented that the Colts Neck Police department is a highly effective police force that consistently keeps Township residents and visitors safe. All officers received a round of applause.

3. **MAYOR'S PROCLAMATION:** RECOGNIZING COLTS NECK YOUTH FOOTBALL LEAGUE 11U TEAM - NATIONAL DIVISION CHAMPIONS FOR 2017 was read in full by Deputy Mayor Bartolomeo. This proclamation recognized the players, coaches and parents of the Colts Neck Youth Football League 11U team. Applause ensued and photographs were taken.

4. **MAYOR'S YEAR END COMMENTS:** Mayor Macnow spoke of the many accomplishments of the 2017 Township Committee, a copy of which is appended hereto.
5. **ORDINANCE 2017-23:** AN ORDINANCE AMENDING CHAPTER 222 OF THE CODE OF THE TOWNSHIP OF COLTS NECK ENTITLED "VEHICLES AND PARKING" was read by title by Mayor Macnow. Mayor Macnow reminded the public that the second reading that took place on November 30, 2017 was being continued due to a downed JCP&L pole on Cedar Drive that may have hindered members of the public from attending the meeting of November 30, 2017. Hearing no comments, Mr. Bartolomeo made a motion to approve, seconded by Mr. Rizzuto and unanimously carried.

RECORD OF VOTE						
	Second Reading					
	December 13, 2017					
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						

6. **RESOLUTION 2017-151:** RESOLUTION CONFIRMING 2018 TOWNSHIP COMMITTEE MEETING SCHEDULE was read by title by Mayor Macnow. Mayor Macnow read the dates of the 2018 meeting schedule, a copy of which is appended hereto. Mr. Orgo expressed concern about the November 14, 2018 date stating that it may conflict with the annual League of Municipalities conference. Mr. Orgo also voiced concern about the one (1) week time frame between the two (2) December meetings. Mr. Bartolomeo voiced concern about the October 31, 2018 date noting a potential conflict with Halloween. Mayor Macnow stated that they can reconsider these dates and if necessary amend the schedule. Hearing no further comments, Mayor Macnow called for a motion. 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						

7. **RESOLUTION 2017-152:** RESOLUTION AUTHORIZING EXECUTION AND SUBMISSION OF APPLICATION FOR PERMITS TO THE NJDEP was read by title by Mayor Macnow. Mayor Macnow explained that this resolution is in connection with the potential reconstruction of the police/court building. He stated that in order to proceed, due to the building's proximity to the pond, the Township needs to obtain Fresh Water Wetlands and Flood Hazard Area permits from the NJDEP. This resolution authorizes the Mayor, on behalf of the Governing Body, to make application for the permits. Hearing no further comments, Mayor Macnow called for a motion. 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						

8. **RESOLUTION 2017-153:** RESOLUTION AUTHORIZING EXECUTION OF A-1 CONSENT FORM FOR NJDEP TREATMENT WORKS PERMIT – NEW JERSEY AMERICAN WATER was read by title by Mayor Macnow. The Mayor stated that the resolution is in connection with a Treatment Works Permit Application made by NJ American Water to the DEP for a temporary holding tank until their new septic system is installed. Further, the Mayor reported that the Township Planner, Tim Anfuso, and the Planning Board have reviewed the plans and found them to be consistent with the Township’s Master Plan and the A-3 Zoning of the property. The resolution authorizes the Mayor, on behalf of the Governing Body, to sign a consent form consenting NJ American’s submission of an application for the permit. Hearing no further comments, Mayor Macnow called for a motion. 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					

9. **RESOLUTION 2017-154:** RESOLUTION AUTHORIZING FORMAL TRANSFER OF FUNDS – 2017 BUDGET was read by title by Mayor Macnow. Mayor Macnow stated that this is a routine resolution at this time of year to transfer funds that were not needed for certain purposes and reallocate them. Hearing no further comments, Mayor Macnow called for a motion. 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					

10. **RESOLUTION 2017-155:** RESOLUTION CONFIRMING AWARD OF BID – RECYCLING SERVICES was read by title by Mayor Macnow. The Mayor asked Administrator Capristo to comment. Ms. Capristo reported that the resolution confirms the award of a bid contract for recycling services. Ms. Capristo stated that bids were received on December 12, 2017 and Sakoutis Brothers Disposal was the low bidder. Their bid packet was thoroughly reviewed by the Township Attorney and were found to be in order. Ms. Bennett-Clark and confirmed that her office reviewed the bid and found it to be in order. Hearing no further comments, Mayor Macnow called for a motion. Mr. Orgo made a motion to approve, seconded by Mr. Rizzuto, carried by Messrs. Bartolomeo, Eastman, Orgo and Rizzuto; Mr. Macnow abstained.

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

11. **MOTION TO ADOPT A CONSENT RESOLUTION**
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.

Mayor Macnow read the previous paragraph, then read the following resolutions by title:

***RESOLUTION 2017-156:** RESOLUTION ACCEPTING THE RESIGNATION OF TOWNSHIP EMPLOYEE KATHIE SANGIORGIO

***RESOLUTION 2017-157:** RESOLUTION AUTHORIZING CANCELLATION OF MISCELLANEOUS CHARGES AND OUTSTANDING CHECKS

***RESOLUTION 2017-158:** RESOLUTION AUTHORIZING CANCELLATION OF 2017 TAX DEBIT AND CREDIT BALANCES OF LESS THAN \$5.00

Mayor Macnow called for a motion. 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. ADMINISTRATOR'S REPORT

Ms. Capristo reported that the walking path is nearing completion and that crosswalks were recently put in place. A ribbon cutting ceremony will be announced soon.

Ms. Capristo reported that a preconstruction meeting for the site work on the all purpose field at Five Points Park was held yesterday. A "Notice to Proceed" is expected by December 18, 2017 with work to begin in early January. The project will be fully completed by June 15, 2018.

Ms. Capristo reported that the department of public works is doing their final Township wide leaf collection and is in Zone 1. Absent any weather delays, they hope to be completed by January 5, 2018.

13. MOTION TO APPROVE VOUCHERS Mr. Bartolomeo noted he reviewed the vouchers and recommended the following be approved:

Animal Control	\$85.19
Capital Fund	\$211.11
COAH	\$83.33
Construction Trust	\$19,631.85
Current Fund	\$4,163,366.09
Escrow	\$5,740.10
Farmland Trust	\$3,450.05
Grant Fund	\$7,750.00
Law	\$1,410.00
Tax Collectors Trust	\$52,003.04
Trust Fund	\$22,047.90
TOTAL	\$4,341,811.16

Mr. Bartolomeo made a motion to approve, seconded by Mr. Eastman and unanimously carried with the exception of Mr. Bartolomeo abstaining from approving bills for Adams, Buchan & Palo, LLC.¹; Mr. Eastman abstaining from approving bills for Richard B. Reading²; Mr. Rizzuto abstaining from approving bills for Fire Department expenditures³; and Mr. Macnow abstaining from approving bills for Sakoutis Brothers⁴.

RECORD OF VOTE					
Committeeman	M S	Yes	No	NV	Ab
Mayor Macnow		X ⁴			
Deputy Mayor Bartolomeo	M	X ¹			
Eastman	S	X ²			
Orgo		X			
Rizzuto		X ³			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

14. TOWNSHIP COMMITTEE REPORTS

Mr. Rizzuto reported that the Shade Tree Commission is working on a letter to be submitted to the Township Administrator and Governing Body for approval that would outline what residents can and cannot do as it relates to tree cutting. They are also preparing for the ash tree ash borer bug treatment in the spring.

Mr. Rizzuto reported that the Historic Preservation Committee held their annual holiday event at Montrose Schoolhouse and that it was very well attended noting that there were in excess of 300 visitors and more kids than in past years. Mr. Rizzuto thanked the Committee members that attended and the Colts Neck Fire Police for assisting with traffic control and street crossings.

Mr. Orgo reported that Planning Board met and approved an application of a small subdivision on Heyers Mill Road.

Mr. Orgo invited Ms. Patty Vollherbst from the CNBA to report on their meeting. Ms. Vollherbst reported that they held their annual holiday window painting contest with the theme of "Winter Wonderland". The winners will be announced in January. Ms. Vollherbst further reported that the new officers were installed and that Mr. Glen Dalakian will be president. Upcoming events include the annual luncheon at the Trump National Golf Club on March 21, 2018 and at the end of January they will be holding their quarterly business card exchange networking event.

Mr. Orgo reminded the public that Hillsdale Road is closed until June, 2018.

Mr. Bartolomeo reported that the Colts Neck Sports Foundation held their year-end meeting and had lots of questions about the all purpose field which he and the Mayor responded to.

Mr. Bartolomeo reported that the Board of Education met and are feeling confident that their budget planning is proceeding nicely.

Mr. Bartolomeo reported that the Seniors Christmas Luncheon will be held Monday at the Molly Pitcher.

Mr. Bartolomeo commented that the Montrose Schoolhouse event was very nice and noted that the Township Tree Lighting event was held the prior week. Mr. Bartolomeo stated that he hopes to evaluate the possibility of combining the two events in 2018 and may also include the Frosty's event that is held at the school and involve the CNBA to make it a town-wide weekend event.

Mr. Bartolomeo reported that he is receiving a great deal of positive feedback on the walking path.

Mr. Macnow reported that part of his goal this past year was to establish a foundation for the future. He likened government to a game of chess noting that it's important for governing bodies to be thinking "many moves ahead". An example, Mr. Macnow gave, was putting in the conduits at the all purpose field and noting that while today's residents may not want a lighted sports field this sentiment may change in the future. Also, Mr. Macnow noted, the police building has outlived its useful life so we're putting plans in place now for the next fifty years. Mr. Macnow also spoke to the road improvement strategy that's been in place to plan for and repave roads year over year provided it's fiscally possible. Another progressive and "out-of-the-box" move was the approval of the Microbrewer and Distillery, noted Mr. Macnow, stating that he and his fellow committeemen owe it to the residents

and future generations to position the town for the future while still maintaining its rural character. Mr. Macnow thanked the public for their on-going participation at the meetings and for their support of him throughout the year noting that while they may occasionally disagree, disagreements are good and with disagreements, things get done. Mr. Macnow thanked Administrator Capristo, Municipal Clerk Beth Kara, Chief of Police Kevin Sauter, Director of Public Works, Lou Bader, CFO, John Antonides, Health Officer, Tom Frank, Township Planner, Tim Anfuso and all the department heads for the efforts. Mr. Macnow also thanked the Township Attorney, Meghan Bennett-Clark, for her counsel throughout the year.

15. COMMENTS FROM THE PUBLIC

Ms. Judy Laufer, resident, stated that a few years ago when the Memorial Day parade was rained out there was a great Halloween event held at Bucks Mill Park and that perhaps the Township could consider this in 2018. Mr. Bartolomeo thanked Ms. Laufer and stated that the PTO held a similar event, Trunk-of-Treat, and noted that in 2018 he hopes to foster cohesion as it relates to activities such as this.

Mr. Fulton Wilcox, resident, asked if, as a result of the last tax revaluation, the overall value of the Town increased and whether the town was “making headway” in terms of maintenance to the roads, curbs and township buildings. Mr. Orgo responded that the Township is close to completing the repaving of roads and replacement of curbs from the original list started a few years ago and that we will be working with the Engineer to determine which roads will need to be considered next. Mr. Orgo also reported that the Township has made application to the NJDOT for grant money for the repaving of Bucks Mill Road. Mr. Macnow stated that it is hard to quantify if we are “caught up” on road repair noting that one bad winter could cause significant damage. As for this year, Mr. Macnow stated that the Township definitely accomplished what it set out to do. As for property values, Mr. Macnow stated that the goal will always be to enhance property values and with the changing cycle of urbanization and demographics we will always do, as a government, what we can to improve the value of homes in Colts Neck. Including, Mr. Macnow added, enhancing the business district, supporting the schools, and the like. Mr. Bartolomeo added that with the increase in delivery activity in Colts Neck and the number of trash/recycling collection trucks that travel in town, roads are taking an even bigger hit.

Ms. Elaine Mann, resident, asked about the continued maintenance to the buildings. Mr. Macnow stated that there are maintenance contracts in place and that the Administrator and Director of Public Works work together to make sure the buildings are maintained.

- 16. MOTION TO ADJOURN:** Mayor Macnow called for a motion to adjourn noting there would be no Executive Session this evening. 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 8:42 p.m.



Kathleen Capristo, RMC
Deputy Municipal Clerk

MAYOR'S YEAR END REMARKS

RUSSELL MACNOW MAYOR 2017

- Adopted 158 Resolutions and 23 Ordinances;
- Adopted \$12.2 million municipal budget;
- Amended the Parking ordinance resulting in improved resident and visitor centric overnight parking rules;
- Introduced and adopted a Donation Bins ordinance establishing a permit process and prohibiting commercial businesses from soliciting donations for profit;
- Introduced and adopted a Township ordinance to address the unintended consequences of snow plowing as it relates to mailbox damage; the adopted ordinance establishes a uniform approach for reimbursing residents who suffer damage due to snow removal operations;
- Spearheaded initial efforts towards the site selection, design, and construction of a new police building including the assessment and selection of a lead architect for the project, initial bonding of funds, draft designs, and flood hazard and green acres permitting evaluation;
- Facilitated monthly meetings to identify and implement improvements to the police/courthouse building to ensure its ongoing functionality while future plans for the police building are developed and fully vetted;
- Coordinated and facilitated completion of the first phase of the Five Points Road repaving project funded collaboratively between the Township and the New Jersey Department of Transportation (NJDOT) which resulted in 3,235 linear feet of paved roadway on Five Points Road between Route 18 and the Howell border;
- Applied for and awarded an additional grant from the New Jersey Department of Transportation (NJDOT) for the second phase of the Five Points Road repaving project which will provide for an additional 3,650 linear feet of new pavement between Route 18 and Route 537;
- Close to 5,675 linear feet of curbs replaced as part of the various FY 2017 road improvement projects;
- Close to 10,000 linear feet (about 2 miles) of road repaving as part of the FY 2017 Road Improvement Program;
- With the help of the Monmouth County Open Space grant obtained last year, installed a paved walking path at the Town Hall complex (ribbon cutting ceremony to be announced);
- Continued to work diligently with the Township's team of legal professionals and experts to vigorously defend the Township's zoning laws from forced high density development;
- Introduced a new Economic Development Committee;
- Initiated Union Contract negotiations for the Township's bargaining units;
- Significantly enhanced our police force with the appointment of two (2) new Police Officers (Officer Joseph Zoppi and Officer Steven DeCaesar) and the promotion of one (1) officer to the rank of Sergeant (Daniel DeVito);

- (As you heard this evening), hired the Police Department's first ever part-time Class II Special Law Enforcement Officer (SLEO II – Dane Richards);
- In an effort to become more proactive in the area of Code Enforcement, hired a new P/T Code Enforcement Officer (Bob Shafer);
- Implemented a complete update to the Police department's computers, networking and domain with connectivity to Monmouth County Dispatch;
- Under the guidance and expertise of the Township's Zoning Board, approved the application of Source Brewing, a farmstead microbrewery, and Colts Neck Stillhouse, a micro-distillery, both of which bolster the Route 34 business district while remaining compatible with the Colts Neck Master Plan and the rural look and feel of the Township;
- After the catastrophic fire that occurred at one of the Township's abandoned properties, worked collaboratively with legal counsel to compel the creditor to bear financial responsibility for the emergency services costs; while the parties agreed to settle the dispute, our efforts will hopefully compel future parties to take a more proactive and responsible position in maintaining abandon properties;
- Upon acceptance of the very generous donation from the Duncan C. Thecker Trust, worked in collaboration to develop specifications for a multi-sport turf field to be built at Five Points Park; after a competitive bid process, a contract has been awarded for the site development work which is soon to be underway (ground breaking ceremony to be announced);
- Worked in collaboration with Monmouth County Freeholder Lillian Burry, Senator Jennifer Beck, Tinton Falls Governing Body and Board of Ed and Congressman Chris Smith to negotiate and ultimately squelch plans for civilian housing at NWS Earle;
- On a sadder note, as you may recall, the Township suffered the loss of one of its younger residents this past July when United States Marine Dan Baldassare was killed in a tragic military plane crash in Mississippi. I'm proud to say that the Township, Colts Neck High School under the director of Principal Donahue, NWS Earle, and many, many Colts Neck residents and private citizens came together to honor Marine Baldassare and his service to our country at a heartfelt memorial service held at the Colts Neck High School.

**TOWNSHIP OF COLTS NECK
2018
TOWNSHIP COMMITTEE MEETING SCHEDULE**

Reorganization: January 6 , 2018, 4:00 P.M., Court House	
January 10, 2018	January 31, 2018
February 14, 2018	February 28, 2018
March 14, 2018	March 28, 2018
April 11, 2018	April 25, 2018
May 9, 2018	May 30, 2018
June 13 2018	June 27, 2018
July 11, 2018	July (No Meeting)
August 8, 2018	August (No Meeting)
September 12, 2018	September 26, 2018
October 10, 2018	October 31, 2018
November 14, 2018	November 28, 2018
December 12, 2018	December 19, 2018