

**TOWNSHIP OF COLTS NECK
TOWNSHIP COMMITTEE MEETING
APRIL 25, 2018, 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 Bartolomeo followed by a salute to the flag. 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 10, 2018 stating that a regular meeting of the Colts Neck Township Committee would be held April 25, 2018 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 J. P. Bartolomeo, Deputy Mayor Thomas Orgo, and Committeemen Frank Rizzuto, Michael Viola and Russell Macnow

Also Present: Township Administrator Kathleen Capristo; Municipal Clerk Beth Kara; and Township Counsel Meghan Bennett Clark, Esq.; John Antonides, Chief Financial Officer; Robert Allison, Township Auditor

Absent: None

- APPROVAL OF MINUTES:** MEETING OF APRIL 11, 2018. Mayor Bartolomeo called for comments. Hearing none, Mayor Bartolomeo called for a motion. Mr. Macnow made a motion to approve, seconded by Mr. Orgo and unanimously carried.

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

- 2018 MUNICIPAL BUDGET:** Mayor Bartolomeo read the budget summary appended, then called for a motion to open the public hearing. Mr. Macnow made a motion, seconded by Mr. Viola and unanimously carried by voice vote.

Ms. Elaine Mann commented on the budget workshop presenters, to which Ms. Capristo advised all were invited to present their budgets; some chose to attend and present, others chose not to, and Ms. Capristo presented on their behalf. Ms. Mann commented on operations within the Township, to which Counsel Bennett Clark advised this public hearing period pertains to the 2018 municipal budget.

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

- RESOLUTION 2018-62:** RESOLUTION AUTHORIZING ADOPTION OF THE 2018 MUNICIPAL BUDGET was read by title by Mayor Bartolomeo. This resolution authorizes General Appropriations of \$12,292,496.16; Dedicated Open Space of \$363,382.00 for a total of \$12,655,878.16, with \$7,787,377.72 raised by property taxes to support the budget. Mr. Macnow commented the budget process ran well with the lowest increases in expenditures in the seven years he has been on the Township Committee. Mr. Rizzuto commended the Business Administrator and staff in holding the line on health insurance, which is unheard of these days. Mr. Orgo commented all sharpened their pencils which resulted in tonight's budget. Mr. Viola noted this was a transparent process

and agreed with the comments of Messrs. Macnow, Rizzuto and Orgo. Mayor Bartolomeo thanked Mr. Antonides and Ms. Capristo and all involved in this year's budget for their hard work. Mayor Bartolomeo commented all at the table look after the best interests of the Town, and money will be spent where it is most needed. Mayor Bartolomeo called for a motion. Mr. Macnow made a motion to approve, seconded by Mr. Orgo and unanimously carried.

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

4. **PRESENTATION: ALL PURPOSE FIELD.** Mr. John Cantalupo presented the process the ad hoc turf selection committee went through in reviewing the artificial turf products available in today's market. A summary of the meetings was provided, and the recommendation was for the Township to seek pricing on the Bionic Blend Rootzone 3D3 (2") from AstroTurf and the Spikezone Pro (2") from Shaw Sports Turf for the new multipurpose field at Five Point Park. Both products were deemed excellent, with a slight edge given to the Bionic Blend Rootzone 3D3 (2") from AstroTurf; however both are similar, and the ad hoc committee recommended the lowest priced product should be the product selected by the Township. Using in-house installers is key. In addition, running water is needed to clean the field and an outside contractor should be utilized to groom the field every six months. Both products have a 10-year warranty. Care should be given to what is placed on the turf field (steel vs. PVC) and new soccer goals and equipment may be needed. Mr. Macnow noted this is anticipated to be a game field as opposed to a practice field. The members of the ad hoc committee all played sports at the collegiate level and one played pro soccer, football and baseball and have children playing sports. The Township Committee members individually thanked the ad hoc committee members present for their time and the depth of their review. Mr. Macnow thanked Mayor Bartolomeo for putting together a well-qualified committee, noting they went above and beyond for which all are very appreciative. Mr. Macnow noted of paramount importance is the safety of the children playing on the fields. Mayor Bartolomeo thanked the ad hoc committee on behalf of the entire Town, noting they received no monetary rewards. Mayor Bartolomeo asked Mr. Cantalupo to stay in touch with Ms. Capristo.

5. **ORDINANCE 2018-8: BOND ORDINANCE PROVIDING FOR VARIOUS 2018 GENERAL CAPITAL IMPROVEMENTS, BY AND IN THE TOWNSHIP OF COLTS NECK, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY; APPROPRIATING \$3,912,000 THEREFOR (INCLUDING A GRANT FROM THE NEW JERSEY DEPARTMENT OF TRANSPORTATION IN THE AMOUNT OF \$210,000) AND AUTHORIZING THE ISSUANCE OF \$3,752,379 BONDS OR NOTES TO FINANCE PART OF THE COST THEREOF** was read by title at first reading by Mayor Bartolomeo. Mayor Bartolomeo advised quite a few roadway and intersection improvements will be financed through this ordinance as well as improvements to Five Point Road, park improvements, capital improvements to and/or construction of a Police building; and the acquisition and installation of non-passenger vehicles and equipment for the Department of Public Works. Hearing no comments, Mayor Bartolomeo called for a motion. Mr. Macnow made a motion to approve, seconded by Mr. Rizzuto and unanimously carried. Mayor Bartolomeo set the public hearing May 9, 2018.

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

6. **ORDINANCE 2018-7:** AN ORDINANCE ESTABLISHING RIGHT TURN ONLY AT PUBLIC WORKS WAY ROUTE NJ 34 was read by title at first reading by Mayor Bartolomeo. This ordinance permits right turns only westbound from Public Works Way on to Route NJ 34 northbound. Mr. Macnow advised this ordinance is required by the NJ Department of Transportation and not something the Township initiated. Hearing no comments, Mayor Bartolomeo called for a motion. Mr. Macnow made a motion to approve, seconded by Mr. Rizzuto and unanimously carried. Mayor Bartolomeo set the public hearing May 9, 2018.

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

7. **ORDINANCE 2018-9:** AN ORDINANCE AMENDING ORDINANCE NO. 2017-10, AN ORDINANCE OF THE TOWNSHIP OF COLTS NECK IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, SETTING THE SALARY AND WAGE RANGES FOR TOWNSHIP EMPLOYEES was read by title at first reading by Mayor Bartolomeo. Ms. Capristo advised this ordinance adds five positions and minimum/maximum rates to the Township's salary ordinance. Hearing no comments, Mayor Bartolomeo called for a motion. Mr. Macnow made a motion to approve, seconded by Mr. Rizzuto and unanimously carried. Mayor Bartolomeo set the public hearing May 9, 2018.

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

8. **ORDINANCE 2018-10:** AN ORDINANCE AMENDING AND REVISING CHAPTER 137, HOTELS AND MOTELS, §137-4.B., KEEPING OF REGISTRY was read by title at first reading by Mayor Bartolomeo. Counsel Bennet Clark advised the law changed and the current ordinance is unconstitutional and this revision is necessary. Under the new law, Code Enforcement may request the register; however if refused, they must obtain a subpoena. Mayor Bartolomeo called for a motion. Mr. Macnow made a motion to approve, seconded by Mr. Viola and unanimously carried. Mayor Bartolomeo set the public hearing May 9, 2018.

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

9. MOTION TO ADOPT A 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 2018-63:** RESOLUTION CONFIRMING APPOINTMENT TO THE HISTORICAL PRESERVATION COMMITTEE (MS. MARY PAHIRA)

***RESOLUTION 2018-64:** RESOLUTION AUTHORIZING THE REFUND OF RAFFLE LICENSE FEE, RAFFLE LICENSE NO. RA 17-39, ST. LEO THE GREAT SCHOOL PTA (\$220.00)

***RESOLUTION 2018-64A:** RESOLUTION ESTABLISHING 2018 FEES FOR RECREATION FACILITIES

Hearing no comment Mayor Bartolomeo called for a motion. Mr. Macnow made a motion to approve, seconded by Mr. Viola and unanimously carried.

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

10. MAYOR'S PROCLAMATIONS:

- PROCLAIMING MAY 2018 AS PAINT THE TOWN PINK MONTH AND MAY 11, 2018 AS PAINT THE TOWN PINK DAY WITHIN THE TOWNSHIP OF COLTS NECK Mayor Bartolomeo read the Proclamation in full, which encourages women aged 40 and older to have mammograms and to remind all women to continue to make health and wellness a priority in their lives. The Colts Neck Business Association is celebrating "Paint the Town Pink Day" on May 11, 2018, and urges all to support this initiative and help raise awareness about breast cancer by wearing the color pink. Ms. Sue Fitzpatrick accepted this Proclamation on behalf of the CNBA.
- PROCLAIMING MAY 2018 AS MENTAL HEALTH MONTH WITHIN THE TOWNSHIP OF COLTS NECK Mayor Bartolomeo read the Proclamation in full, which notes the New Jersey State Federation of Women's Clubs and the National Alliance on Mental Illness of New Jersey are working together to raise awareness about the importance of mental health and to advance treatment opportunities for individuals with mental illness. Ms. Michele Battista accepted this Proclamation on behalf of the Colts Neck Woman's Club.
- PROCLAIMING MAY 6 THROUGH MAY 12, 2018 AS MUNICIPAL CLERKS WEEK WITHIN THE TOWNSHIP OF COLTS NECK Mayor Bartolomeo read the Proclamation in full, which extends appreciation to Beth Kara, Municipal Clerk, and Kathleen Capristo, Deputy Municipal Clerk, and to all Municipal Clerks and Deputy Clerks for the vital services they perform and their exemplary dedication to the communities they represent. Ms. Kara accepted this Proclamation.

11. ADMINISTRATOR'S REPORT

Ms. Capristo reported the Cystic Fibrosis Cycle for Life event is planned for September 30, 2018, and the route planned is different than in past years. The Township Committee reviewed the route and unanimously approved the event. A Certificate of Insurance will be obtained, and the Chief of Police will be notified.

12. **MOTION TO APPROVE VOUCHERS:** Mr. Rizzuto noted he reviewed the vouchers and recommends approval of the following:

Animal Control	\$79.62
Capital Fund	\$12,153.30
Construction Trust	\$17,241.93
Current Fund	\$397,712.39
Escrow	\$65,539.04
Grant Fund	\$2,148.92
Tax Collectors Trust	\$98,171.01
Trust Fund	<u>\$267,664.32</u>
TOTAL	<u>\$860,710.53</u>

Mr. Rizzuto made a motion to approve, seconded by Mr. Macnow and unanimously carried with the exception of Mr. Rizzuto abstaining from approving bills for Fire Department expenditures .

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

13. **TOWNSHIP COMMITTEE REPORTS:**

Mr. Rizzuto reported the Annual Spelling Bee for 4th Graders will be held June 1, and pre-registration is required.

Mr. Rizzuto noted the Weekend in Old Monmouth is scheduled for May 5 and 6, and includes 46 historic sites within Monmouth County. The Montrose Road School House is included on the tour, and he urged all to attend.

Mr. Rizzuto reported the CNBA recent card exchange at 9Round Fitness co-sponsored by Frutta Bowl was very successful.

Mr. Rizzuto advised the Girl Scouts participated in this year's Earth Day clean up, and gave kudos to the Scouts and their leadership.

Mr. Macnow had no report this evening.

Mr. Orgo advised the volunteer incentives for Fire and First Aid members of up to \$300 toward permit fees has been sent to Long Range Planning for review. Mr. Orgo noted the Township's Building Department fees have increased; however, based on new guidance, no permit fees will be required for roofing, siding, and several other categories.

Mr. Orgo reported there is another bug attacking trees in Pennsylvania, and it may just be a matter of time until it is in New Jersey.

Mr. Orgo advised the brush collection is about one week behind schedule. Grinding is being done on-site at DPW by the County.

Mr. Viola reported the Alliance sponsored a presentation on vaping at the High School this evening. In addition, the Alliance printed materials are in the lower level of the Library and on the Alliance section on the Township's website.

Mayor Bartolomeo commented the addition of a multi-purpose field in the Township is going to be great, and he is looking forward to this addition to the Township.

Mayor Bartolomeo noted he received a letter from Mr. Kevin O'Brien recognizing the positive efforts of Mr. Lou Bader, DPW Director.

14. **COMMENTS FROM THE PUBLIC**

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

Mr. Fulton Wilcox, resident, advised he did a study on the traffic restriction at the intersection of Public Works Way and NJ 34. Counsel Bennett Clark advised the ordinance is a State requirement, noting unless the Township passes an ordinance, the Township will no longer be able to have its Township trucks and buses turn into Public Works Way when southbound on NJ 34.

Ms. Elaine Mann, resident, suggested use guidelines be established when playing on the turf field to avoid voiding the warranty. Ms. Mann suggested having the Senior Citizens luncheons held at Fire House 2.

Ms. Michele Battista, resident, spoke of the Librarian's difficulty when dealing with the carpeting vendor used by the Library. Mayor Bartolomeo responded that is why the ad hoc turf field committee was assembled, as some vendors were difficult to deal with.

Mr. Alan Ryan, resident, requested clarification on the turning restrictions at the NJ 34 and Public Works Way intersection. Clarification was provided. Mr. Ryan questioned the ordinance relating to the hotels and motels register. Counsel Bennett Clark provided clarification. Mr. Ryan questioned if other towns would be using the new turf field, and would there be a charge for use? Mr. Macnow responded no, the field is for Colts Neck residents' recreation and travel programs and night CNHS varsity games. Mr. Ryan commented it is better to have an outside expert perform the required maintenance on the field.

Ms. Sue Fitzpatrick, resident and CNBA Past President, thanked Mayor Bartolomeo for visiting the businesses in Town, noting many businesses are joining the CNBA.

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

11. **RESOLUTION 2018-65: EXECUTIVE SESSION.** Mr. Macnow made a motion, seconded by Mr. Rizzuto and unanimously carried by voice vote. Counsel Bennett Clark advised the Township Committee would not be returning tonight to take formal action.

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

Meeting adjourned at 9:15 p.m.

Motion by Mr. Macnow, seconded by Mr. Viola and unanimously carried to adjourn Closed Session. Motion by Mr. Macnow seconded by Mr. Viola and unanimously carried to reconvene in public session and adjourn meeting.

Meeting adjourned at 10:15 p.m.



Beth Kara, RMC/CMC
Municipal Clerk

Attachment

2018 MUNICIPAL BUDGET ADOPTION

APRIL 25, 2018

MAYOR JP BARTOLOMEO

- The total 2018 municipal budget is \$12,655,878. This amount is inclusive of the \$363,382 that will be raised by the dedicated open space tax of 1.2 cents
- The municipal purpose tax rate will increase by .72 cents this year.
- For a home assessed at \$840,000, this represents an increase of \$60.17 in property taxes for the year.
- The budget is under the tax levy CAP and the appropriation CAP.
- \$1,450,000 of surplus funds have been utilized to offset the budget, leaving approximately \$880,000 for future use.
- State Aid remains the same as last year and totals \$1,980,938.
- \$7,787,378 will be raised in property taxes to support the budget compared to \$7,478,474 last year.
- Most operating budgets remained roughly the same as last year. Highlights are as follows:
 - Police Department – Addition of four (4) SLEO III officers
 - Fire Department – 5% increase over 2017
 - Building & Grounds – Slight increase to purchase security fencing at Laird Road and Bucks Mill Parks; replacement of Township signs; and the installation of a fire alarm system at Town Hall.
 - Department of Public Works – Additional staff and a shared service agreement with the County for tree trimming and removal.
 - Insurance – In response to skyrocketing health insurance costs, the Township re-designed its health insurance plan. As a result, for the first time in many years the Township will NOT experience an increase in Health Insurance costs.
 - Legal – Appropriation remains robust to fund legal fees associated with COAH, pending litigation, and labor contract negotiations.
- The budget also includes a “pay as you go” capital program in the amount of \$417,050 that includes the following:
 - For the Police Department, \$80,000 for replacement of two (2) Police vehicles.
 - For the Fire Department, \$20,000 in equipment and \$50,000 towards the future purchase of a Fire Truck
 - For the Recreation and Parks Department, \$25,000 for field improvements at Bucks Mill Park
 - And finally, for the Department of Public Works, \$175,000 for the replacement of damaged, obsolete and outdated equipment and vehicles.
- The Township’s budget also includes funds for down payments in connection with a Capital Bond Ordinance that will include a \$2 million road improvement program.
- The public hearing for the 2018 municipal budget follows this summary.