

# MINUTES Township Committee Meeting

6:30pm Executive Session

7:30pm Public Session

Township Committee Meeting  
Room

The Township Committee of the Township of Holmdel was called to order on Tuesday, May 23, 2023, at 6:30pm, in the Committee Meeting Room, with the following members present:

**COMMITTEE PRESENT:** Mayor DJ Luccarelli  
Deputy Mayor Rocco Impreveduto  
Committeeman Greg Buontempo  
Committeewoman Kim LaMountain

**STAFF PRESENT:** Township Administrator Jay Delaney  
Township Clerk Wendy L Patrovich  
Township Attorney Michael Collins  
Chief Financial Officer William E. Antonides, Jr.

## 1. ANNOUNCEMENT OF MEETING (OPEN PUBLIC MEETINGS ACT NOTICE)

- I hereby announce that pursuant to Section 5 of the Open Public Meetings Act that adequate notice of this meeting has been provided in the notice which was sent to the Asbury Park Press, the Two River Times and posted on the bulletin board in Township Hall and filed in the Township Clerk's Office on January 3, 2023.

## 2. ROLL CALL

- DJ Luccarelli, Mayor  
Rocco Impreveduto, Deputy Mayor  
Gregory Buontempo, Committeeman  
Brian Foster, Committeeman (*present via phone for Executive Session, absent from Public Session*)  
Kim LaMountain, Committeewoman

## 3. 6:30 PM EXECUTIVE SESSION - UPSTAIRS CONFERENCE ROOM

## 4. 7:30 PM PUBLIC SESSION - COMMITTEE CONFERENCE ROOM

## 5. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

## 6. APPROVAL OF MINUTES

- April 25, 2023 Executive and Public Sessions

**Mayor Luccarelli requested a motion to approve the April 25, 2023 Executive and Public Session minutes.**

|                  |   |
|------------------|---|
| <b>RESULT:</b>   | <b>CARRIED.</b>   |
| <b>MOVER:</b>    | Rocco Impreveduto   |
| <b>SECONDER:</b> | Kim LaMountain  |
| <b>AYES:</b>     | Gregory Buontempo, DJ Luccarelli, Rocco Impreveduto, and Kim LaMountain |
| <b>ABSENT:</b>   | Brian Foster  |

## 7. PUBLIC COMMENT- AGENDA ITEMS ONLY

Members of the public are invited to provide comments up to three (3) minutes in duration on agenda items only. Commenters are asked to state his or her full name and address for the record before entering comments.

- **Jenny Blumenthal, Stoney Brook Road** - inquired about the discussion of the Horn Antenna during Executive Session

## 8. CONSENT AGENDA

**Resolutions 2023-154 to 2023- 158** All matters listed under the Consent Agenda are considered routine by the Township Committee and will be adopted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired of any item by a member of the Township Committee, the item will be considered separately.

- [2023-154](#)
- [2023-155](#)
- [2023-157](#)
- [2023-158](#)

**Committeeman Buontempo requested that Resolution 2023-156 be pulled for further discussion. Mayor Luccarelli requested a motion to approve the Consent Agenda, including Resolutions 2023-154 through 2023-158, excluding 2023-156.**

|                  |   |
|------------------|---|
| <b>RESULT:</b>   | <b>CARRIED.</b>   |
| <b>MOVER:</b>    | Rocco Impreveduto   |
| <b>SECONDER:</b> | Gregory Buontempo   |
| <b>AYES:</b>     | Gregory Buontempo, DJ Luccarelli, Rocco Impreveduto, and Kim LaMountain |
| <b>ABSENT:</b>   | Brian Foster  |

- Committeeman Buontempo engaged in discussion regarding potential increases to the Township's lower hourly wage positions.

[2023-156](#)

**Mayor Luccarelli requested a motion to approve Resolution 2023-156. Mayor Luccarelli recused himself from voting on this resolution.**

|                |                 |
|----------------|-----------------|
| <b>RESULT:</b> | <b>CARRIED.</b> |
|----------------|-----------------|

|                   |   |
|-------------------|---|
| <b>MOVER:</b>     | DJ Luccarelli   |
| <b>SECONDER:</b>  | Kim LaMountain  |
| <b>AYES:</b>      | Gregory Buontempo, Rocco Imprevduto, and Kim LaMountain |
| <b>ABSTAINED:</b> | DJ Luccarelli   |
| <b>ABSENT:</b>    | Brian Foster  |

## 9. DEPARTMENTS

### 9.1. Administrator

9.1.1. Mr. Delaney updated the Committee about the new phone system at Town Hall and the relocation on the Municipal Court to Colts Neck.

### 9.2. Chief Financial Officer

9.2.1. Mr. Antonides shared that the budget document is posted to the website and would have a public hearing at the June 13th Township Committee meeting.

## 10. PROFESSIONAL REPORTS

### 10.1. Attorney

10.1.1. Mr. Collins provided an update about litigation related to a development in Middletown, an update about the New Jersey Natural Gas litigation, and recommended an increase in the not-to-exceed budget to special counsel Potter & Dickson in the amount of \$6,400.00.

10.1.2. Mayor Luccarelli requested a motion to approve an increase in the not-to-exceed budget for special counsel Potter & Dickson in the amount of \$6,400.00.

[2023-159](#)

|                  |  |
|------------------|--|
| <b>RESULT:</b>   | <b>CARRIED.</b>  |
| <b>MOVER:</b>    | Gregory Buontempo  |
| <b>SECONDER:</b> | Rocco Imprevduto   |
| <b>AYES:</b>     | Gregory Buontempo, DJ Luccarelli, Rocco Imprevduto, and Kim LaMountain |
| <b>ABSENT:</b>   | Brian Foster   |

## 11. BOARDS/COMMITTEES

- **Committeeman Buontempo** provided an update from the Holmdel Library and the Veterans Committee.
- **Committeewoman LaMountain** provided an update from the Department of Public Safety and the Department of Public Works.
- **Deputy Mayor Imprevduto** provided an update from the Department of Recreation, the Board of Education, and the Holmdel Heritage Committee.
- **Mayor Luccarelli** provided an update about the arrival of the new fire truck, the Primary Election, and the Memorial Day Ceremony at Town Hall.

## 12. BUSINESS FROM THE COMMITTEE

## 13. PUBLIC COMMENT

Members of the public are invited to provide comments up to three (3) minutes in duration. Commenters are asked to state his or her full name and address for the record before entering comments.

- **Janet Nisi, Country Squire Lane** - commented (on behalf of Bob Campbell) on the preservation of the Holmdel Horn Antenna
- Art Heath, Van Brackle Road** - commented on the preservation of the Holmdel Horn Antenna and the Crawford Hill property
- Kin Gee, Sage Street** - commented about the Middletown development legislation, commented about a Holmdel student project related to the Horn Antenna
- Ralph Blumenthal, Stoney Brook Road** - inquired about the Middletown development legislation
- Peter Manieri, Bethany Road** - inquired about the preservation of the Holmdel Horn Antenna
- HTPD Chief Frank Allocco** - provided an update about the police locker room project, about the graduation of a newly hired police officer, about the recognition by several police officers at local awards ceremonies

## 14. ADJOURNMENT

- Meeting adjourned by acclamation at 8:21pm.

---

Township Clerk

**BILLS PAYABLE RESOLUTION**

WHEREAS, the Township of Holmdel has received certain claims against it by way of vouchers received during the period ending on May 23, 2023.

WHEREAS, the Chief Financial Officer has certified that there is a sufficient budget appropriation amount to cover the payment of said claims; and

WHEREAS, certain claims contained herein may have been prepaid by the Chief Financial Officer pursuant to the authority contained in N.J.S.A. 40:5-17, Local Finance Notice 2019-02, and Holmdel Township Committee Resolution 2023-31, but remain subject to formal approval by the Township Committee.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the claims listed below on the Schedule of Bills Payable on May 23, 2023 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims:

|                   |      |                       |    |              |
|-------------------|------|-----------------------|----|--------------|
| FUND DISTRIBUTION | 2-01 | CURRENT FUND          | \$ | 69,862.59    |
| FUND DISTRIBUTION | 2-28 | OPEN SPACE TRUST      | \$ | 11,306.00    |
|                   |      | YEAR TOTAL            | \$ | 81,168.59    |
| FUND DISTRIBUTION | 3-01 | CURRENT FUND          | \$ | 227,813.13   |
| FUND DISTRIBUTION | 3-07 | SEWER OPERATING       | \$ | 11,898.14    |
| FUND DISTRIBUTION | 3-15 |                       | \$ | 1,913.22     |
| FUND DISTRIBUTION | 3-17 |                       | \$ | 22,787.80    |
| FUND DISTRIBUTION | 3-26 | POOL OPERATING        | \$ | 4,319.48     |
| FUND DISTRIBUTION | 3-28 | OPEN SPACE TRUST      | \$ | 25,758.25    |
|                   |      | YEAR TOTAL            | \$ | 294,490.02   |
| FUND DISTRIBUTION | C-04 | GENERAL CAPITAL       | \$ | 653,886.21   |
| FUND DISTRIBUTION | C-08 | SEWER CAPITAL         | \$ | 6,912.97     |
| FUND DISTRIBUTION | C-30 |                       | \$ | 974.19       |
|                   |      | YEAR TOTAL            | \$ | 661,773.37   |
| FUND DISTRIBUTION | D-14 | DOG TRUST             | \$ | 253.20       |
| FUND DISTRIBUTION | G-02 | STATE/FED GRANT       | \$ | 319,954.85   |
| FUND DISTRIBUTION | T-24 | FAIR HOUSING          | \$ | 11,129.61    |
|                   |      | TOTAL OF ALL FUNDS    | \$ | 1,368,769.64 |
|                   |      | TOTAL OF ALL PROJECTS | \$ | 22,787.80    |

**CERTIFICATION**

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on May 23, 2023.

Wendy L Patrovich, RMC/CMR  
Township Clerk

2023-154

TOWNSHIP OF HOLMDEL  
COUNTY OF MONMOUTH

**RESOLUTION APPROVING EMERGENCY OPERATIONS PLAN**

WHEREAS, pursuant to N.J.S.A. App. A:9-43.2 to -43.4, each municipality in the State of New Jersey is required to prepare an Emergency Operations Plan that is securely submitted to the State Office of Emergency Management for review and approval; and

WHEREAS, the Township has prepared a 2023 Revision to the plan, which Holmdel Emergency Management Coordinator Eric Hernando has recommended for approval.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Holmdel hereby approves the 2023 Revisions to the Township's Emergency Operations Plan, consistent with the foregoing.

BE IT FURTHER RESOLVED that the Mayor and Emergency Management Coordinator are hereby authorized and directed to take any and all steps reasonably necessary to effectuate the foregoing, including the execution of instruments.

CERTIFICATION

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at the Regular Meeting held on May 23, 2023.

Wendy L Patrovich, RMC/CMR  
Township Clerk

2023-155

TOWNSHIP OF HOLMDEL  
COUNTY OF MONMOUTH

**WHEREAS**, procurements completed by the Township of Holmdel (“Township”) are typically governed by the provisions of the Local Public Contracts Law (“LPCL”), N.J.S.A. 40A:11-1 et seq.; and

**WHEREAS**, notwithstanding the provisions of the LPCL, N.J.S.A. 52:34-6.2(b)(3) authorizes the Township to “make purchases and contract for services through the use of a nationally-recognized and accepted cooperative purchasing agreement that has been developed utilizing a competitive bidding process; and

**WHEREAS**, pursuant to this authority, the Township is a member of the North Jersey Wastewater Cooperative Pricing System, which satisfies the foregoing statutory criteria; and

**WHEREAS**, the Township seeks to execute a contract with Pumping Services, Inc in the amount of \$160,553 and Raritan Group in the amount of \$36,239.90 for the replacement of the existing motor/shafted raw wastewater pumps at the Crawfords Corner Pump Station, as set forth in the proposal attached hereto as Exhibit A and incorporated by reference; and

**WHEREAS**, the Township has determined that the use of the cooperative purchasing agreement with North Jersey Wastewater Cooperative Pricing System for this contract, “shall result in cost savings, after all factors, including charges for service, material, and delivery, have been considered,” as required by N.J.S.A. 52:34-6.2(b)(3); and

**WHEREAS**, to the extent required by the provisions of N.J.S.A. 19:44A-20.4 et seq., Pumping Services, Inc. Shall complete and submit a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Township of Holmdel in the previous one year, and that the contract will prohibit same from making any reportable contributions through the term of the contracts, pursuant to N.J.S.A. 19:44A-20.5 et seq., which shall remain on file for 10 days prior to entering into any contract with entities; and

**WHEREAS**, the Township of Holmdel Chief Financial Officer has certified that funds are available.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Holmdel hereby awards the following contract, consistent with the foregoing:

| Procurement  | Cooperative  | Vendor                 | Contract Amount | Proposal  |
|--|--|------------------------|-----------------|-----------|
| Replacement of existing motor/shafted raw wastewater pumps | North Jersey Wastewater Cooperative Pricing System | Pumping Services, Inc. | \$160,553.00    | Exhibit A |
| Replacement of existing motor/shafted raw wastewater pumps | North Jersey Wastewater Cooperative Pricing System | Raritan Group          | \$36,238.89     | Exhibit A |

CERTIFICATION

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on May 23, 2023.

Wendy L Patrovich, RMC/CMR  
Township Clerk

2023-157

**RESOLUTION REFUNDING RECREATION FEES**

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the following Recreation Fees be returned:

|   |          |
|---|----------|
| Stephanie Dagostino ~ Refund canceled program | \$130.00 |
| Maryan Ibrahim ~ Refund spring dance          | \$130.00 |
| Francine Campis ~ Refund canceled program     | \$130.00 |
| Nicole Greco ~ Refund camp program            | \$100.00 |
| Chris Drogaris ~ Refund camp program          | \$100.00 |
| Maribel Alcazar ~ Refund soccer program       | \$192.00 |
| Eileen Valles ~ Refund camp program           | \$225.00 |
| Emma Hall ~ Refund camp program               | \$600.00 |
| Amanda Borowski ~ Refund camp program         | \$125.00 |

**CERTIFICATION**

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on May 23, 2023.

Wendy L Patrovich, RMC/CMR  
Township Clerk



## RESOLUTION HIRING SEASONAL EMPLOYEES FOR 2023 SEASON

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the following individuals be and hereby are hired to the following positions as part time Holmdel Seasonal employees at the listed hourly salaries, consistent with the provisions of the Township's Salary ordinance.

| NAME                  | POSITION               | WAGES   |
|-----------------------|------------------------|---------|
| Olivia Agro           | Lifeguard              | \$14.25 |
| Sophia Agro           | Lifeguard              | \$14.25 |
| Katelynn Artale       | Lifeguard              | \$14.00 |
| Adam Azzaoui          | Lifeguard              | \$14.00 |
| Nicholas Celentano    | Lifeguard              | \$14.25 |
| Siara Celentano       | Lifeguard              | \$14.25 |
| John Chang            | Lifeguard              | \$14.00 |
| Lisa Ching            | Activity Coordinator   | \$18.00 |
| Brianna Clark         | Head Lifeguard         | \$17.00 |
| Delaney Clark         | Head Lifeguard         | \$17.00 |
| Thomas Coppola        | Lifeguard              | \$14.25 |
| Connor DaSaro         | Maintenance Attendant  | \$14.25 |
| Michael Elsayegh      | Lifeguard              | \$14.00 |
| Devin Erakin          | Maintenance Attendant  | \$14.25 |
| Connor Farrell        | Maintenance Attendant  | \$14.25 |
| Amanda Gallo          | Lifeguard              | \$14.25 |
| Emily Gallo           | Lifeguard              | \$14.00 |
| Grace Geoghan         | Lifeguard              | \$14.00 |
| Bryce Gestrich        | Lifeguard              | \$14.25 |
| Kearon Gregory        | Lifeguard              | \$14.25 |
| Giacomo Guardavaccaro | Maintenance Attendant  | \$14.00 |
| Nicholas Hartigan     | Laborer                | \$16.00 |
| Aidan Jaffe           | Maintenance Attendant  | \$14.25 |
| Matthew Kistler       | Activities Coordinator | \$14.25 |
| Eve Koenig            | Lifeguard              | \$14.25 |
| Grace Koenig          | Lifeguard              | \$14.25 |
| Nathan Koenig         | Lifeguard              | \$14.00 |
| Belen Luccarelli      | Gate Attendant         | \$14.00 |
| Luca Marzulla         | Lifeguard              | \$14.25 |
| Colin McAulay         | Clerk (Office Intern)  | \$17.00 |
| Luke McGrath          | Lifeguard              | \$14.25 |
| Robert Mioduszewski   | Maintenance Attendant  | \$14.00 |
| Anders Nielsen        | Lifeguard              | \$14.25 |
| Christian Noguchi     | Lifeguard              | \$14.25 |
| Grace Parrella        | Gate Attendant         | \$14.25 |
| Amelia Petretti       | Gate Attendant         | \$14.25 |

| <b>NAME</b>       | <b>POSITION</b>       | <b>WAGES</b> |
|-------------------|-----------------------|--------------|
| Anthony Petrucci  | Lifeguard             | \$14.00      |
| Isabella Principe | Gate Attendant        | \$14.25      |
| Adam Pusillo      | Maintenance Attendant | \$14.00      |
| Lauren Robinson   | Lifeguard             | \$14.25      |
| Julianna Sciacca  | Lifeguard             | \$14.00      |
| Stephanie Sisler  | Lifeguard             | \$14.25      |
| Deirdre Smith     | Lifeguard             | \$14.25      |
| Norah Smith       | Lifeguard             | \$14.25      |
| Adina Sosa        | Gate Attendant        | \$14.25      |
| Harrison Tashjian | Lifeguard             | \$14.25      |
| Jack Tiller       | Maintenance Attendant | \$14.00      |
| Jared Yasnowski   | Lifeguard             | \$14.25      |

**CERTIFICATION**

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at the Regular Meeting held on May 23, 2023.

Wendy L Patrovich, RMC/CMR  
Township Clerk

RESOLUTION

TOWNSHIP OF HOLMDEL  
COUNTY OF MONMOUTH

**RESOLUTION APPROVING INCREASE IN THE AMOUNT FOR PROFESSIONAL SERVICES  
TO POTTER & DICKSON**

**WHEREAS**, the law firm of Potter & Dickson is retained as Special Counsel to the Township to provide legal services with respect to public utility litigation; and

**WHEREAS**, the Township Committee seeks to approve an increase in the not-to-exceed amount for Potter & Dickson in the event additional legal services are required, in consultation with the Township Attorney; and

**WHEREAS**, the Chief Financial Officer shall certify as to the sufficiency of funds in the event this increased not-to-exceed amount is required.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Holmdel hereby approves an increase in the not-to-exceed amount under the standing retainer of Potter & Dickson in the additional amount of \$6,400, consistent with and contingent upon the foregoing.

CERTIFICATION

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on May 23, 2023.

Wendy L Patrovich, RMC/CMR  
Township Clerk

2023-159