

RESOLUTION 2025-197

**RESOLUTION AUTHORIZING THE TOWNSHIP TO ENTER AN AGREEMENT
WITH KATHLEEN CAPRISTO REGARDING COMPENSATION FOR HER
ROLE AS MUNICIPAL CLERK**

WHEREAS, N.J.S.A. 40A:9-133 provides that each municipality in this State shall have a Municipal Clerk appointed to a three-year term by the governing body of the municipality; and

WHEREAS, in response to a vacancy in the position of Municipal Clerk, the Township Committee of Colts Neck Township (the “Committee”) appointed Township Administrator Kathleen Capristo as Municipal Clerk with an effective starting date as of November 10, 2025; and

WHEREAS, Ms. Capristo shall serve as both Township Administrator and Township Municipal Clerk; and

WHEREAS, in recognition of her new role as Municipal Clerk, in addition to her salary as Township Administrator, the Committee finds Ms. Capristo should receive monthly pensionable compensation of \$5,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Colts Neck:

1. That Township that Township Administrator/Municipal Clerk Kathleen Capristo shall be compensated for her duties as Municipal Clerk with payment of an additional monthly pensionable compensation of \$5,000.00.
2. That this compensation shall be paid to Ms. Capristo until such time as she no longer holds the Municipal Clerk position.
3. That this resolution shall take effect immediately.
4. That a certified copy of this Resolution and the contract shall be forwarded to the Municipal Clerk for public inspection in accordance with N.J.S.A. 40A:11-5(1)(a).

I, Kathleen Capristo, do hereby certify the foregoing to be a true and accurate copy of a Resolution passed by the Township Committee of Colts Neck Township during the regular meeting held on the 10th day of December, 2025.


Kathleen Capristo, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Torchia Buss		X			
Deputy Mayor Viola		X			
Buzzetta		X			
Fitzpatrick	M	X			
Rizzuto	S	X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					