

2014 SPRING/SUMMER RESIDENTS GUIDE



Mayor

Jordan Maskowitz

Deputy Mayor

Jack McNaboe

Township Committee

Susan Cohen

Ryan D. Green

Mary Ann Musich

Located in Western Monmouth County, NJ, Manalapan Township provides the suburban setting that has contributed greatly to its appeal among new residents. The community is just 15 miles from the Jersey Shore and 45 miles southwest of New York City.



MANALAPAN DAY **JUNE 14, 2014**

Kick-off summer with a Manalapan Township celebration! Join your neighbors and invite family and friends for a day of great food, entertainment, petting zoo, children's rides, pony rides, carnival area, exhibits, displays and vendors. Then watch in awe as the night sky bursts with the colors of the spectacular fireworks finale! The main stage entertainment will feature Joe Piscopo "Star of Stage, Screen, Television & Radio". There is something for everyone so come early. We suggest bringing chairs and blankets for your comfort. In case of rain Joe Piscopo will perform at Manalapan High School at 8:00 pm.

Manalapan Township
120 Route 522
Manalapan, NJ 07726
(732) 446-3200
www.mtnj.org

Sign up for email alerts!

CONTACT US

| | | | |
|--------------------------------|---------------------|------------------------------|---------------------|
| Main Number | 732-446-3200 | Health Dept. | 732-446-8346 |
| Administration | 732-446-8308 | Tax Collector | 732-446-8359 |
| Tax Assessor | 732-446-8312 | Community Alliance | 732-446-8345 |
| Municipal Clerk | 732-446-8315 | Senior Citizen Center | 732-446-8401 |
| Court Clerk | 732-446-6656 | Road Department | 732-446-8403 |
| Planning Board | 732-446-8350 | Refuse/Recycling | 732-446-8404 |
| Parks & Recreation | 732-446-8355 | Police Department | 732-446-4300 |
| Code Enforcement/Zoning | 732-446-8322 | Construction | 732-446-8320 |

PLEASE VISIT WWW.MTNJ.ORG AND SIGN UP FOR MANALAPAN TOWNSHIP EMAIL

TAX COLLECTOR

The Tax Collector's Office is open Monday through Friday from 8:30 am until 4:00 pm. On the first Thursday of each quarter, the office will be open from 8:30 am until 7:00 pm. If you are a new resident and do not have a tax bill, please contact the Tax Collector's Office at (732) 446-8360. The Tax Collector's Office has a drop box located on the office door. You may now drop off your tax payment between the hours of 7 am and 7 pm Monday through Friday. The drop box is for payments made by check or money order only. No cash payments will be accepted. For more information regarding property taxes, to view property tax information or to make payments online, please visit the Tax Collectors page on the Township website at www.mtnj.org.

MANALAPAN TOWNSHIP TELEVISION NETWORK

Manalapan Township Municipal Access Channel provides television coverage of various activities and events to the township residents and is aired on Cablevision Channel 77 and Verizon FIOS Channel 42. You can also see us on the internet at <https://vimeo.com/user10915558>. It is staffed by all volunteers. Our purpose is to develop, produce and record events. Working with the Township, schools and other organizations to entertain, educate and inform the public about Manalapan. The duties of the staff are setup, produce programming, take down equipment, edit programming, do interviews and attend training sessions during our meetings on the first Monday evening of the month. If you have an interest and desire to volunteer, MTTN requires no experience. Volunteers are always welcome. MTTN has a very flexible schedule and your availability is up to you. Sign up for the MTTN email alerts on the township website. For more information, please contact MTTN@mtnj.org or call (732) 446-8309.

ENGLISHTOWN-MANALAPAN FIRST AID SQUAD

Your volunteer first aid squad is on call for you 7 days a week, 24 hours a day. All of your members are State Certified EMT's. We rely solely on donations from you, local businesses and our government to keep this operation working for your benefits. We always need help with recruiting new members either fund raising (Auxiliary), cadets (16-17 years old) or active members to handle the calls. Please call (732) 850-6488 for more information.

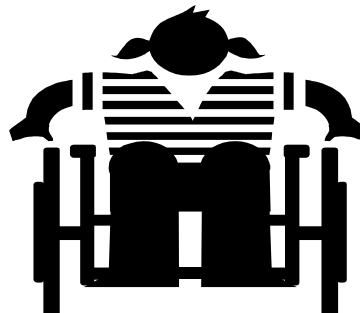


DOMESTIC VIOLENCE

If you are a victim of Domestic Violence incident, our crisis team is available 24 hours a day, 7 days a week to assist you through the Police Dept. Our advocate team is comprised of women and men volunteers. The trained advocates are Manalapan residents who volunteer their time. They will offer support; advise the victim of their options, legal rights, give them referrals, and even help victims find a safe place to go if necessary. All calls will be kept confidential. If you are interested in volunteering for the Manalapan Domestic please contact Captain Jeff Morrell at (732) 446-3879. If you have any questions you can call the team at (732) 446-3333 and leave a message.

SPECIAL NEEDS REGISTRY

If you, or someone you know, have special needs because they are disabled or have health or life conditions that may make it difficult to evacuate or provide shelter during an emergency please complete and submit a registration form so the Township can properly plan for you. The form is accessible at the Township website.



SHADE TREE

Welcome to spring! If you've found that your trees have some broken limbs from this winter's snow and ice storms, don't ignore them! Leaving a tree with jagged or broken limbs is an invitation for decay organisms and insects to enter. To prevent this from happening, a broken tree limb should be pruned back to a branch node (a point on a branch stem where the lesser branch originated) in order to allow the tree to properly heal over the open wound.

When mulching your trees, shrubs and other landscaped beds, keep in mind that **MORE IS NOT ALWAYS BETTER!** A few inches of mulch spread around your trees and plants helps to maintain cooler temperatures at the ground level, reduces water loss, minimizes weed and lawn competition, prevents mechanical damage from lawn care equipment, improves soil structure and gives your landscape a well-groomed appearance. Please make sure to stress to those applying the mulch that a donut shaped ring is preferred rather than the mulch volcano that has become so popular. Piling up mulch at the base (root flare) of plant materials voids the beneficial purposes of mulch. The root flare should never be covered up by mulch, dirt or rocks. Without the root flare exposed, extra moisture is trapped, leading to soft, wet tree bark. This softened bark provides an easy entrance for organisms and insects to invade the tree. It also affects the oxygen exchange for the root system if the tree is buried too deep with excess mulch and soil.

In previous articles, the Shade Tree Committee has discussed the Southern Pine Beetle, one of the latest invasive insects that New Jersey is fighting to exterminate. The beetles are able to kill a tree within a matter of weeks and have destroyed an estimated 30,000 acres of the NJ Pine Barrens. Due to warming trends over the past 15 years, the beetle has moved from the southern states up to NJ. However, with the persistent cold weather, it is possible that this year's NJ winter temperatures have drastically reduced its Southern Pine Beetle population. Adding to temperatures in the negative numbers, we've also experienced temperature swings. The swings cause ice crystals to build up within the beetles' bodies and then they thaw during a warmer day. This destroys their cells so that they cannot reproduce. At least we can say that something good came from all the snow and cold that we experienced this winter!

Are you looking for a thoughtful way to celebrate a life event or remember a loved one? Planting a tree is always a great way to commemorate an occasion. A tree will bring joy for years to come to you, your family and your community. The Township Arboretum, a collection of tree species, is on the corner of Taylor Mills Road and Route 522 at the Municipal Complex. The Arboretum houses three (3) gazebos which are dedicated to the residents, public servants and veterans. The 9/11 Memorial can also be found at the center of the Arboretum. Please visit and take a look at the variety of trees. It is a great place to see how a tree species will look once it is established which can also help you if you are selecting a tree for your own yard. If you are interested in having a tree dedicated in the Arboretum, please call the Shade Tree office for more information.

Remember, all homeowners considering tree removal on their properties should contact the Shade Tree office in order to obtain a tree removal permit. There is no fee if the tree is dead or dying, but a permit still needs to be secured before removal. If you have any questions or concerns, please call the office at 732-446-8416. The office is open on Tuesdays and Thursdays from 8:30am-4:30pm.

SENIOR CENTER

The Manalapan Township Senior Citizen Center is located at 211 Route 522 in Manalapan. We are open Monday - Friday from 8:30 AM - 4:30 PM. Phone number is 732-446-8401.

The Manalapan Senior Center serves as a place for seniors in our community to come visit, make friends, socialize and participate in scheduled programs all week long.

Regularly Scheduled Programs:

CHAIR YOGA: Mondays 11:30 AM-12:30 PM. Class is geared towards increasing flexibility in all of the joints and helps to reduce the side effects of arthritis. Gain muscular strength and help deal with stress and anxiety. Special focus is on breathing and mediation.

TAI CHI: Tuesdays 10:00 AM – 11:00 AM. Tai Chi combines exercise and meditation, through slow movements, which have been modified for seniors with the purpose of increasing balance, flexibility and strength.

STRENGTH TRAINING: Wednesdays 9:30 AM -10:30 AM. Class participants have enjoyed the benefits of increased strength and endurance by attending our free weekly strength training class. Seniors start out using light hand weights and increase the weights as their strength increases. Class instructor is a Registered Nurse and Certified Fitness Instructor.

LINE DANCING: Thursdays 10:30 AM – 11:30 AM. Enjoy all the benefits of exercise while learning to line dance! This class automatically puts a smile on your face and gets you moving. Participants are enjoying the music, learning current dances and enjoying the benefits of yet another free exercise class at the Manalapan Senior Center.

ART CLASSES: Thursdays 12:15 PM - 2:15 PM. This class is designed for those who would like to develop their artistic abilities. Class is free with the exception of the purchase of individual materials. Those who wish to work with acrylics, oils, charcoals & pastels will be encouraged to do so. A list of supplies will be distributed to all registrants.

COMPUTER CLASSES (Beginners and Advanced): Participants in this class gain skills that open up a whole new world of communication. Seniors who have mastered basic computer skills are encouraged to take our advanced classes. Call for more information.

A.A.R.P. Safe Driving Program: Wednesday, November 12th 9:00 AM – 3:00 PM
Participants who complete the program are entitled to a 5% reduction in car insurance and can receive a 2 point reduction on their driver's license.
Call to register 732-446-8401.

VOLUNTEER KNITTING AND CROCHET GROUP: Join our group, get involved and support the effort to help families in need. Our volunteers proudly work on blankets, hats, scarves and baby items for various charitable organizations. Group meets every Monday, Wednesday and Friday 9:30 AM - 1:00 PM.

SENIOR WELLNESS SCREENINGS: Blood pressure screenings are available on a monthly basis. Please check the calendar each month to check for dates and times.

CHECK OUT OUR MONTHLY CALENDAR ON THE TOWNSHIP WEBSITE FREQUENTLY TO KEEP

UP TO DATE ON SCHEDULED ACTIVITIES!!!!

Aside from programming described here we also have parties, speakers and current new release DVD movies. If you like to play cards or other games come on in.

You will always find a friend at the Manalapan Senior Center!

S.H.I.P. – (State Health Insurance Assistance Program): We have a volunteer insurance counselor who is available, by appointment, to meet with our seniors and help them with any questions or concerns that they have with regards to medical billing and insurance issues.

SAVE THE DATE: June 12, 2014 “Senior Celebration” at the Battleground Country Club. Lunch, Entertainment and a great afternoon with all of your friends!

UPCOMING BUS TRIPS:

| | | |
|------------------------|------------------------|--|
| July 16 th | Brownstone House | Luncheon & Show “Viva Las Vegas” |
| Aug. 19 th | Surflight Theatre | Carmen’s for lunch & “Spamalot” |
| Sept. 10 th | American Music Theatre | Millers for lunch & “Music of the Night” |
| Oct. 8 th | Duffy Square | TKTS booth for discounted theatre day |
| Nov. 20 th | Media Theatre | Rose Tree Restaurant & Les Miserables |

YARN DONATIONS SOUGHT: Our volunteers are always in need of yarn at the Manalapan Senior Center. Donations are put to great use as our seniors are constantly working on community projects. Projects completed this year include outfits for teddy bears to be given to special needs children during the holidays, lap robes for nursing homes, hats and mittens for children and our hugely successful Baby Bundles project. Our seniors have made countless baby items, Target has donated a tremendous amount of baby furniture and equipment and our local Girl Scouts have always donated yarn to this cause. We appreciate all donations to keep this program running.

The members and staff of the Manalapan Senior Center appreciate the continuing support of our local community organizations and businesses:

Special Thank you to:

**Manalapan-Englishtown Boy Scouts and Girl Scouts
Manalapan-Englishtown Middle School Students and Teachers
Manalapan High School Students and Teachers
Manalapan Target
Manalapan Wegman’s
Manalapan Stop & Shop
Manalapan Applebee’s**

Thank you, as always, to all Manalapan residents who go out of their way to volunteer their time and/or help us meet any needs for donations when requested. We appreciate your kindness and generosity!

The Manalapan Senior Center staff and members always welcomes and enjoys many intergenerational projects and programs throughout the year with the students and volunteers in our community. If you have a special talent or belong to a group that likes to entertain we would love to hear from you! Call us at 732-446-8401.

*The Manalapan Township Senior Citizen Center is partially funded by the Title III Program of the Older Americans Act as amended through a grant by the Monmouth County Office on Aging.

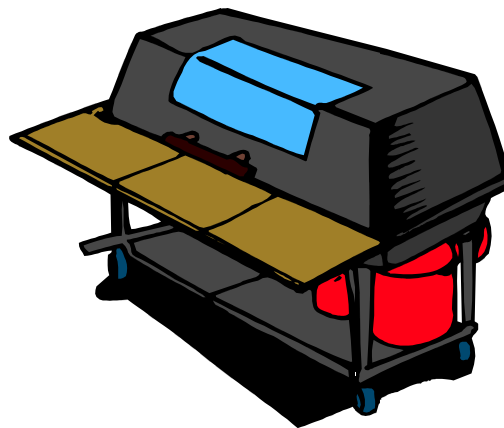
CONSTRUCTION

After experiencing unusually frigid temperatures this Winter, we anxiously await the warmth of the Spring season. In preparation, please be sure to submit all pool and other outdoor permits to the Construction Office early. Always include all necessary information to avoid delays in processing time. Pool owners should ensure that all inspections have taken place prior to using their pools and are urged to schedule necessary inspections once pool openings have been arranged in preparation of the swimming season. Also, remember that Zoning is a prior approval when submitting a pool permit.

For your convenience, the Certificate of Continued Occupancy application can be found on the Construction Department's webpage. The cost is \$155 payable in cash, or two separate money orders, one for \$110 for the CCO, and one for \$45 for the Smoke Detector/Carbon Monoxide Compliance Certificate. Prior to selling or renting a home, please be sure to visit our website for the CCO Checklist, in order to prepare your home for a CCO inspection.

For your information, and to ensure an enjoyable barbeque season, safety tips for transporting propane gas cylinders for barbeque grills are as follows: **ALWAYS** transport and store a cylinder in a secure and upright position so it will not fall, shift, or roll. **ALWAYS** close the cylinder valve and if required, seal with a plug, even if the cylinder is empty. Ask your propane retailer if a plug is required. **NEVER** keep a filled cylinder inside a hot vehicle and **NEVER** transport it inside a closed trunk. **ALWAYS** place the cylinder in a well-ventilated area of the vehicle. **ALWAYS** proceed directly to your destination and immediately remove the cylinder from your vehicle.

Remember that propane is a highly flammable gas. To reduce the risk of serious and potentially fatal injury, fire or explosion, keep gas grills at least ten feet from the home. Grill hoses should be checked for cracking, brittleness, holes and leaks. When grilling, do not cover grill bottom with foil, as it can restrict air circulation. Finally, make sure the gas is shut off and cooled thoroughly before covering grill after use.



RECYCLING IS EVERY WEEK!
PUT YOUR RECYCLING AT CURB EVERY
WEDNESDAY FOR COLLECTION.

BOARD OF HEALTH

MANALAPAN BOARD OF HEALTH is comprised of seven private citizens of the Township. The Board meets once a month, usually the 4th Tuesday, in the Municipal Building. The Board is charged with the responsibility to protect the public health in the community. Employed by the Board is the staff of professionals that carry out the dictates of their Ordinances and policies. For information on any of the programs or services call 732-446-8345.

DOG AND CAT LICENSING – Dogs and cats are required to be licensed every year. If you own a dog and/or cat that has not been licensed yet, please make arrangements immediately to purchase the license.

WILD ANIMALS – Wild animals that are present on your property and present a nuisance to you and your family can only be removed by the services of a private wildlife removal specialist. Listings of providers of this service are in the yellow pages of the telephone book or on the internet under “pest control”.

BATS – Bats are a very important part of the outside animal environment. However, they are not when in your house. If you find a bat in your home - try and secure it inside a room and call the Police Department for assistance. An Animal Control Officer will be summoned to help capture the animal and make some rabies risk assessment decisions.

STANDING WATER = MOSQUITOES – The Board of Health is partnering with State, County and other municipal agencies to eliminate mosquito breeding sources. Mosquitoes are responsible for causing more human suffering and disease than any other insect. Residents need to take steps to make sure there is no standing, stagnant water on their property. This includes old tires, birdbaths, abandoned pools, toys, debris, clogged rain gutters, abandoned vehicles, natural or excavated depressions or any outside condition that pools water. These potential sources of ponded water can all lead to mosquito breeding if not removed or maintained properly. Reports of potential mosquito breeding sites can be telephoned to the Health Department for investigation and any dead crows or blue jays should be reported for possible testing for West Nile Virus.

VITAL STATISTICS – The Office of the Registrar of Vital Statistics is located in the Health Department. Births, deaths, marriages and civil unions occurring in Manalapan Township are permanently recorded in this office. Certified copies of these records are available for a fee. Marriage and civil union licenses are also issued through this office. For information on acquiring certified copies or how to obtain a marriage or civil union license please call the Health Department and ask for the Registrar.

RABIES CLINIC – A free rabies immunization clinic for dogs and cats is expected to be held in the fall in November. The date and location will be determined during the summer and the event will be posted on the Township website as well as by calling the Health Department. For those residents who miss this clinic or need a clinic opportunity sooner, other free clinics are available in Monmouth County – please call the Health Department for information.

FLU VACCINATION CLINICS – Flu vaccination clinics will be scheduled at various locations for the fall. Information is expected to be available on September 1. Please watch the Township website and newspapers or call the Health Department for more information.

MANALAPAN MRC-CERT



The Manalapan Medical Reserve Corps-Community Emergency Response Team (MRC-CERT) continues to grow and become a strong community resource. In 2012, the team was an essential part of the emergency response to Hurricane Sandy by assisting with the opening and staffing of the Emergency Shelters. MRC-CERT also provided cell phone charging and ice distribution stations, assisted with transportation of persons to and from the shelters and manned a 24/7 non-emergency telephone line for the entire duration of the storm and its aftermath. Upcoming trainings include emergency sheltering, search and rescue, basic first aid, and participation in statewide exercises. 25 new members just completed the full 20 hour CERT training programs which began in January 2014.

The MRC-CERT is also very active in assisting the Township in registering persons with special needs into a database for planning evacuation efforts or providing shelter during an emergency. Please complete a registration form on the Township Website at www.mtnj.org, Community News (click on view all community news), and then scroll to and click on the form, "Emergency Evacuation of Persons with Special Needs."

Lastly, a complimentary Teen CERT program has been established for young persons age 16-21. This youth-led program is sponsored by the Township and supported by the high school. The program provides training to young persons in order to prepare them to assist the community during emergency response efforts. For more information or to join please contact TeenCERT@mtnj.org.

New members are needed! For those who are interested, please call the Health Department at (732) 446-8345 or email MRC-CERT@mtnj.org and request a questionnaire to be mailed to you or access the questionnaire on the Manalapan Township Web Site.

Manalapan-Englishtown Community Alliance to Prevent Alcoholism and Drug Abuse

The Manalapan-Englishtown Community Alliance to Prevent Alcoholism and Drug Abuse exists as a catalyst within our community to raise public awareness about alcohol and substance abuse issues. The Alliance is part of a statewide effort aimed at the prevention of alcohol and drug abuse. Alliance funding is primarily provided by the Governor's Council on Alcoholism and Drug Abuse (D.E.D.R. funds). Additional funding is provided by Manalapan Township, donations and fundraisers. Since 1990, the Manalapan-Englishtown Alliance has been committed to bringing the goal of a substance abuse free environment closer to fruition. It is through the efforts of the community working together that our programs have been so widely received over the years. We are vested in the concept that students must be involved in the planning, execution and participation of alliance activities. Today, our vision has not changed. The Alliance remains an active group of Township and Borough residents working together on strategies to bring light to the problems of alcohol and drug abuse in our communities. Several events and activities are being planned. As a concerned community member, you can make a difference and become a partner in prevention by supporting your Alliance in the following ways:

By joining the Alliance and attending meetings.

By volunteering your time, talent and services for special Alliance events.

By referring a friend or family member in need of help with an alcohol or drug related problem.

Become a part of our team and help the community of Manalapan and Englishtown today and for the future. The Alliance meets the first Thursday of every month @ 7:00 pm at the Manalapan Senior Center at 211 Rt.522 in Manalapan. If interested in attending a meeting please call the Health Department to confirm the date of the next meeting.

MANALAPAN PARKS AND RECREATION

WE ACCEPT CREDIT CARD PAYMENTS ONLINE!

Registration for any Parks and Recreation sponsored program can be handled through on-line registration with a credit card. This service has helped to make the registration process easier for all involved. We still accept registration at the Parks and Recreation office and via mail. However credit card registration can only be done online. You can access the site at <https://register.communitypass.net/manalapan>, or go to the Parks and Recreation department page on the Township Website www.mtnj.org and click the link to register online.

MANALAPAN YOUTH ORCHESTRA

Manalapan Parks and Recreation proudly sponsors a Preparatory Orchestra conducted by Angela McCurdy. Registration is on going, and musicians may audition for placement in either the Fall or Spring. For additional information, please call the Parks and Recreation office.

PARK FACILITIES

Manalapan Township maintains many parks and recreation facilities throughout the Township, but the Manalapan Recreation Center (M.R.C.) provides the widest variety of facilities, with many lighted for night usage. Located on Route 522, across from the Municipal Building, the M.R.C. is open 8:00 a.m. till 10:00 p.m., Sunday through Friday, and 8:00 a.m. to 9:00 p.m. on Saturdays from April 1 through September 30. Facilities in the M.R.C. can be reserved. Picnic facilities are available immediately adjacent to the Kuschick Pavilion. The M.R.C. may be closed during inclement weather.

The M.R.C. is a non-smoking facility.

The M.R.C. is closed during inclement weather.

The M.R.C. shall close at dusk on Mischief Night (October 30th) and Halloween (October 31st).

Please visit the Township Website for a map of the M.R.C. facilities.

A **Lightning Prediction** system is used within the M.R.C. This system can detect the probability of a lightning strike, which will provide advance notice to clear the facility. When the warning horn activates, all outdoor areas are to be cleared until an "all clear" is signaled.

FACEBOOK

"Like" us on Facebook and receive updates on upcoming registration dates, Manalapan Recreation Center news, Program Information, Summer Employment Application Notification and much more! Listed as "Manalapan Parks and Recreation".

RESTORE THE SHORE ROAD RACE

Manalapan Parks and Recreation is working with the Manalapan Baseball and Softball Association to bring the first annual Restore the Shore Road Race to Manalapan. The 5K walk/run is being held on Saturday, June 21 at 10:00 a.m. in the Manalapan Recreation Center. Registration is \$25.00 in advance or \$30.00 on the day of the event. Dri-fit shirts for the first 200 registrants! Go to WWW.MANALAPANBASEBALL.COM for further information.

SUMMER YOUTH BASKETBALL

Registration for the Summer Youth Basketball program will begin in late May. Program is open to resident children presently in grades 4 through 12. Please check the Township Website for a flyer and exact registration information.

SUMMER EVENING ARTS AND CRAFTS

The night Recreation Arts and Crafts Program will take place on Monday and Thursday evenings at 6:30 p.m. from July 7 through July 31. Arts and Crafts is open to children ages 4 through 10, and is held outdoors at the Kuschick Pavilion. Parents are expected to stay with their children.

CHILDREN'S THEATRE

The night Recreation Children's Theatre shows will take place on Tuesday evenings, July 8, July 15, July 22 and July 29 at 6:30 p.m. Performances are held outdoors at the Kuschick Pavilion area in the M.R.C., and are free of charge. Please bring something to sit on. Shows are held rain or shine, and are geared toward children ages 3 to 6.

ADULT AND YOUTH YOGA PROGRAMS

Both programs have ongoing registrations. Please access the Township Website for the most recent flyer and program information.

ADULT FITNESS PROGRAMS

Manalapan Recreation is proud to offer several options for your individual fitness needs. Zumba classes are available to residents ages 15 and older. Our Adult Walking/Running program is another option for cardiovascular training. Registration is ongoing for all fitness classes. Please access the Township Website for the most recent flyers and program information.

SUMMER SPORTS CAMPS AND PROGRAMS

Look for our Summer Sports Camps and Programs information soon. Flyers will be delivered through the Manalapan-Englishtown Schools "backpack" system and will be available on the Township Website by May. Our summer sport programs will include the Youth Running Camps, Rising Star Soccer and Basketball Camps, the Starting Five Basketball Camps; the Multi-Sport Camps and more!

BACKGROUND CHECKS

All volunteers who have direct, unsupervised access to children under 18 years old and volunteer for Manalapan organizations or utilize Manalapan-owned facilities must undergo a Criminal Background check every four years. Due to recent changes implemented by the State Police, the format has been updated. Information on how to begin this process is avail-

able on the Township Website at www.mtnj.org. Over 1200 volunteers have already been processed.

VOLUNTEER CODE OF CONDUCT

Manalapan Parks and Recreation has implemented a major program/promotion to encourage and enhance sportsmanship in youth sports. This Volunteer Code of Conduct is an extension of the "Be A Sport" program/theme. Each volunteer agrees to:

Instruct participants on how to play by the rules.

Be a role model; teach children by good example.

Abide by the established policies, rules, and regulations.

Do not publicly question or criticize the sports officials' judgment, and encourage your team's parents/players to do the same.

Support all efforts to encourage fair play and sportsmanship.

Attend and complete the mandated safety training program.

Attend and complete a compliance conference, as necessary.

Manalapan Parks and Recreation Volunteer acknowledges and agrees to this established Code, and understands that volunteering is a privilege and not a right.

NOTICE TO RESIDENTS: All municipal parks throughout the Township (excluding the M.R.C.) close at Dusk, and loitering is not permitted. These parks and playgrounds are your neighborhood resource. Please keep them clean.

For further information on activities, other programs, or facilities, contact the Parks and Recreation office at (732) 446-8355, Monday through Friday, 8:30 a.m. to 4:30 p.m. or Township Website at www.mtnj.org.

DEPARTMENT OF PUBLIC WORKS

As the nicer weather begins to arrive, the Public Works Department will begin its Spring and Summer maintenance. Some of this maintenance includes paving, leaf recycling, detention basin maintenance, storm sewer maintenance, and grass maintenance.

Should potholes develop throughout the year, please do not hesitate to contact the Public Works Department at 732-446-8403 to report their location. The Township's policy is that there is no reimbursement for damage done to vehicles due to a pothole.

The Township has a Leaf Recycling Ordinance that requires all leaves to be placed in biodegradable paper bags. Leaves placed in plastic bags will not be accepted.

The **spring** leaf collection will take place during the weeks of **April 7th** and **May 5th**. The **fall** leaf collections will take place **every Monday in November and December**. Please place bagged leaves at the curb, not in the street, on the morning of the **FIRST** day of each collection to insure you will not miss any of the collections. Bagged leaves containing twigs, grass, brush, weeds or garbage **will not be collected**. If you did not have bagged leaves at the curb in time for the collection, you may bring them to the Public Works yard at 207 Route 522.n

Township Ordinance #198-20 prohibits the sweeping, raking, blowing or otherwise placing of grass or leaves into the street. Residents employing a lawn service should advise them accordingly.

Paving: Paving projects completed during 2013 were Yorktowne Drive, Hawthorne Avenue, Revere Way, Lexington Drive, Old Queens Boulevard, Smallwood Lane, Winding Woods Way, and portions of Craig Road and Stratford Drive were completely resurfaced in 2013.

Brush and tree limbs: Brush and tree limbs will be collected by Future Sanitation on the second refuse collection day of each week all year long. Please use the following guidelines:

- Tied securely in bundles
- 4 foot maximum length
- 50 pounds maximum weight
- 2 bundle maximum each collection

Storm Damaged Trees: Storm damage is considered large limbs that have fallen due to a **significant** storm. For collection of such limbs, residents must then notify Public Works of their address to arrange for removal of the limbs within two (2) weeks of such a storm.

The State storm water regulations require ongoing maintenance of all storm sewers/catch basins. We ask that if you notice any debris lying on top of a storm sewer grate near your residence, to please clear it off or ask your landscaper to do so. This will help to alleviate any flooding issues during heavy Spring and Summer thunderstorms.

Detention basins throughout the Township are mowed on a bi-weekly schedule, weather permitting. If you notice an overgrown detention basin, please do not hesitate to contact the Public Works Department.



DEPARTMENT OF PUBLIC WORKS
PAVING