



MANALAPAN TOWNSHIP

2010 Spring/Summer Residents Guide



MANALAPAN DAY 2010

Whether you are new to our Township or a lifetime resident, we're glad you've made Manalapan your home! To help you take advantage of your Township services, parks and programs, we've put together this Residents Guide. It's packed with helpful phone numbers as well as information about our facilities and opportunities. For more information about Manalapan Township, please visit our website at www.mtnj.org.

Andrew Lucas

Mayor

Susan Cohen

Deputy Mayor

Michelle B. Roth

Committeewoman

Don Holland

Committeeman

Ryan Green

Committeeman

Saturday June 12th, 4 pm thru Fireworks at the Manalapan Recreation Center (New Expansion Area). You are invited to Manalapan's summer kick-off! Join the excitement as our Township celebrates another great fun filled day. Bring your family, neighbors and friends for an evening of great food, entertainment, exhibits, displays, vendors, children's rides, pony rides and a new carnival area. The evening concludes with a spectacular fireworks finale! The Main Stage entertainment will feature Icon Dance Complex and Manalapan's own Speed Limit Band. Then at 8:15 pm we present **TOMMY JAMES AND THE SHONDELLS!** Be on

the lookout for strolling characters and visit the organized sports center for sign-ups and information. We welcome back our Master of Ceremonies "The Leader of the late night Tommy G". The Samaritan Center will be accepting donations of non-perishable food and supplies. In case of rain on June 12th Tommy James and the Shondells will perform at Manalapan High School. at 8:15 pm. Admission will be free and limited to the capacity of the auditorium. Parking will be available at the Municipal Complex, Manalapan High School, Manalapan Recreation Center Dreyer lot and Temple Beth Shalom. A shuttle bus will run from Covered



Bridge Clubhouse commencing at 4 pm. The bus will continue all evening with the last bus departing from the Rec. Center 30 minutes after the conclusion of the fireworks. Contact the Heritage Committee at 732-446-3200 ext 4000.

Recycling

As of the beginning of the year, the Township has a new garbage and recycling company. As part of this new contract, the Town will now be collecting cardboard with all recyclable paper products, together with comingles (which include plastics numbered 1-6).

Your recyclables will be collected every other Wednesday. A complete schedule can be picked up at either Town Hall or the Public Works Department. You can also view the recycling schedule and a list of items that can be recycled on the Township's website.

If you miss your collection day, you can bring your recyclables to the Public Works Department located at 207 Route 522.



Manalapan Township

CONTACT US

- *Manalapan Township Television Network. Channel 77 Cablevision*
- *Channel 42 Verizon Fios*
- *Township Committee Meetings are held on the 2nd and 4th Wednesday of the month.*
- *Check the website for the agenda, cancelations and rescheduling*
- *www.mtnj.org*

Main Number	732-446-3200	Health Department	732-446-8346
Administration	732-446-8308	Tax Collector	732-446-8359
Tax Assessor	732-446-8312	Community Alliance	732-446-8417
Municipal Clerk	732-446-8320	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 and Recreation	732-446-8355	Police Department	732-446-4300
Code Enforcement/Zoning	732-446-8322	Construction	732-446-8320

Tax Information

*Please visit
www.mtnj.org
and Sign Up for
Manalapan
Township Email
Alerts to receive the
latest information
on Manalapan
Township.*

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 7:30 pm. If you are a new resident and do not have a tax bill, please contact the Tax Collector's Office at (732) 446-8359. The Tax Collector's Office has a drop box located on the front of the office door. You may now drop off your tax payment between the hours of

7 am and 8 pm Monday through Friday and from 7 am to 3 pm on Saturday. 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, please visit the Tax Collectors page on the Township website at www.mtnj.org.

Property Tax Deductions—In accordance with the State Statute, property tax deductions are offered as follows:

Veterans—\$250 deduction. A claimant must meet the requirements of citizenship, residency, ownership, served during "active service periods" and have been honorably discharged.

Senior Citizens, Disabled Persons and Surviving Spouses—\$250 deduction. A claimant must own and occupy their dwelling, meet residency requirements, be 65 years or older.

Clerk's Office



In order to help meet the demand for commuter parking and residents that would like to take a day trip into the City, the Township Committee has provided for Pay Per Day Parking spaces that will be located in the Franklin Lane and Symmes Drive lots. All Manalapan residents who

do not currently have a yearly parking permit are eligible for a Pay Per Day permit. For a \$5.00 fee Manalapan residents may obtain from the Municipal Clerk's Office a permit that enables them to park on a first come first served basis in any marked Pay Per Day parking area in

the Township for a fee of \$2.00 per day. To obtain a permit: In person - a photocopy of drivers license, \$5.00 cash, check or money order. By mail- also enclose a self addressed stamped envelope. Municipal Clerk's Office hours are Monday through Friday 8:30 am-4:30 pm.

Manalapan MRC CERT

The Board of Health has developed a volunteer Medical Reserve Corps (MRC) and a Community Emergency Response Team (CERT) that responds to and assists the public health and emergency medical services during emergency events. Training is provided to all volunteers in various aspects of disaster and emergency preparedness. The organization has over 200 members! Members contributed over 600 hours of time to the H1N1 vaccination clinics held in Manalapan. The team sponsored trainings and exercises in emergency medication distribution, missing person searches, CPR and emergency shelter management. The team offers a full 20 hour CERT training program using evenings and Saturday mornings. The

MRC-CERT is also very active in assisting the Township in registering persons with special needs into a database for planning evacuation efforts during an emergency. Lastly a complimentary Teen CERT program has been established for young persons age 16–21

New members are needed. For those who are interested there is a questionnaire to be completed. 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-line on the Township Website.



Manalapan 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.

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.

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. Be advised that there will be representatives of the Township calling and canvassing neighborhoods for unlicensed dogs this summer.

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 under “pest control”.

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.

H1N1 (Swine) Influenza—If at the time of this publication H1N1 influenza is still actively spreading in the community please contact the Health Department for the most current guidance and information.

*“Happiness
lies, first of
all, in
health”*

George William Curtis



Public Health
Prevent. Promote. Protect.

Monmouth County Mosquito Commission



There are more than 30 different types, or species, of mosquitoes in Monmouth County. The differences between these species can be negligible, but at the same time, they can be quite dramatic. For instance, some species of mosquitoes never bite people, rather they prefer birds or amphibian hosts. Certain mosquito species prefer to feed during the daytime, while others feed at night. All mosquito species

have a similar life cycle that is dependent upon water.

For the most updated information on mosquitoes, please visit www.visitmonmouth.com/mosquito. For additional information regarding the Monmouth County Mosquito Extermination Commission pesticide application activities please contact (732) 542-3630. In the case of any pesticide emergency please

contact the New Jersey Poison Information and Education System at 1-800-222-1222. For routine pesticide-related health inquiries please contact the National Pesticide Information Center at 1-800-858-7378. For information on pesticide regulations, pesticide complaints and health referrals contact the New Jersey Pesticide Control Program at 1-609-984-6507.

Community Alliance



Addiction
Hotline

1-800-238-2333

The Manalapan/Englishtown Community Alliance to Prevent Alcohol and Drug Abuse has been committed to the goal of bringing a substance abuse-free environment to our community for twenty years. The Community Alliance periodically holds programs and presentations open to all community residents on relevant topics

such as the increasing heroin and prescription pill epidemic among teenagers. The Alliance website contains an abundance of useful information on drugs of abuse, how they are used, symptoms of use, signs parents should look for, and bulletins on new trends in drug use, particularly among teenagers. The Community Alliance

page can be found under the "Departments" pull down menu. For further information on any services provided by the Alliance, or to become involved as an Alliance member, please call Lisa Harmon Mollicone at (732) 446-8417. The Alliance office is located at the Manalapan Senior Center at 211 Route 522.



Manalapan Teen CERT

Young residents, age 16–21, are invited to join the newly formed Teen CERT program. 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.

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 submit a registration form so the Town

ship can properly plan for you. The form is accessible at the Township website.

Construction Department

With Spring approaching, please be sure to submit all pool and other outdoor permits early. Remember to always include all necessary information in order to avoid delays in processing time. Pool owners should ensure that all inspections have taken place prior to using their pools. You are urged to schedule your inspections once you have scheduled your pool openings in preparation for the

swimming season. As the weather permits, more time is spent in backyards grilling. Remember that propane gas is highly flammable. Always keep gas grills at least ten feet from the home. Always use gas grills outdoors, in a well-ventilated area. Check grill hoses for cracking, brittleness, holes and leaks. Always keep propane gas containers upright. Never store a spare gas container under or near the grill or

indoors. Do not cover the grill bottom with foil, as it can restrict air circulation. Never keep a filled container in a hot car or car trunk. Finally, make sure the gas grill is shut off and cooled off before covering your grill after use.

Prior to selling or renting a home, please visit our website for information on applying for a Certificate of Continued Occupancy.




Code Enforcement/Zoning

For your convenience—the Zoning permit application, information sheet and complaint form can now be found on the Zoning/Code Enforcement Department's webpage. If you are a new resident and are thinking about doing any improvements, please contact our office prior to beginning any work to see if a zoning per-

mit is required.

Sight Triangle at Intersections—at the intersection of two or more streets, no hedge, fence, screening strip or wall higher than 36 inches above curb level, nor any obstruction to vision, other than a post not exceeding one foot in diameter. Ord. 95-7.5.

Trimming of trees and shrubs—All trees or shrubs planted on private property that stand along public sidewalks and public streets, the branches of which extend over any part of a public sidewalk or a public street, shall be trimmed by the owner, occupant or tenant of the premises. Ord. #205.15.


To check the township code book, go to www.mtnj.org and go to government and code book of Township ordinances

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 dona-

tions from you, local businesses and our government to keep this operation working for your benefit. 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.



Senior Citizen Center



Seniors made these outfits for these teddy bears



The Manalapan Senior Center provides many opportunities for people to take classes, volunteer and have fun while meeting new friends.



Art Instructors

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. Call (732) 446-8401 for information on any of the following programs:

Tai Chi, Strength Training, Art Classes, Line Dancing Classes, Beginners Computers, Advanced Computers, Bridge Groups, Mah-Jongg, Card Games, Video Exercise Classes, Parkinson Support Group, Knitting and Crocheting, Senior Wellness Screenings, Health Insurance Assistance, Volunteer Opportunities.

Upcoming Bus Trips

June 9th

Duffy Square–NYC Theatre District

July 8

Surflight Theatre–42nd Street

August 18

La Neve's–Life is but a dream

September 1

Philadelphia Museum of Art–Late Renoir Exhibit

December 8

Surflight Theatre–

Holiday Spectacular. Atlantic City

Dates and times posted at the Senior Center, online and on Channel 77.

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 included helmet liners for our troops overseas, outfits for dolls and 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 projects. 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.

THANK YOU SCOUTS

Eagle Scout Projects–Completed and appreciated by all.

Ethan Winter, Boy Scout Troop 180, completed a

much needed, beautiful walkway from the front parking lot to the backyard of the Manalapan Senior Center.

Bryan McClean, Venture Crew 522, built a coffee service bar/buffet station for the large activity/party room in the Manalapan Senior Center.

Both projects were really needed, provided an avenue for these Scouts to advance in their ranks and were done at no cost to our budget! These projects are always a win-win situation. Our scouts in Manalapan are amazing!

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.

Many seniors come to the senior center on a daily basis to meet with friends, play cards, watch movies and celebrate parties all year long. Our senior center is always buzzing with activity and offers the much needed opportunity to stay socially connected.

Parks and Recreation

We accept Credit Card Payments Online! Registration for any Parks and Recreation sponsored program can be handled through online 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 and click the link to register online.

Park Facilities—Manalapan Township maintains many parks and recreation facilities throughout the Township, but the Manalapan Recreation Center (MRC) provides the widest variety of facilities, with many lighted for night usage. Located on Route 522, across from the Municipal Building, the MRC is open 8:00 am till 11:00 pm, Sunday through Friday and 8:00 am to 9:00 pm on Saturdays from April 1 through September 30. Facilities in the MRC can be reserved. Picnic facilities are available immediately adjacent to the Kuschick Pavilion. The MRC may be closed during inclement weather. The MRC is a non-smoking facility. Please visit the Township Website for a map of the MRC facilities. In addition, a Lightning Prediction system has been installed in the MRC. 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.

Summer Recreation Program—The changes implemented for the 2008 and 2009 Summer Programs have received extremely positive feedback. Registration for the 2010 Summer Program is going on now. Registration will be closed at 900 participants for 2010. Participants must be residents of Manalapan.

Summer Evening Arts and Crafts—The night Recreation Arts and Crafts Program will take place on Monday and Thursday evenings at 6:30 pm from July 1 through August 5. There will be no program on July 5. 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 6, July 13, July 20 and July 27 at 6:30 pm. Performances are held outdoors at the Kuschick Pavilion area in the MRC 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 Yoga and Youth Dancing Hearts Programs—Both programs have ongoing registrations. Please access the Township Website for the

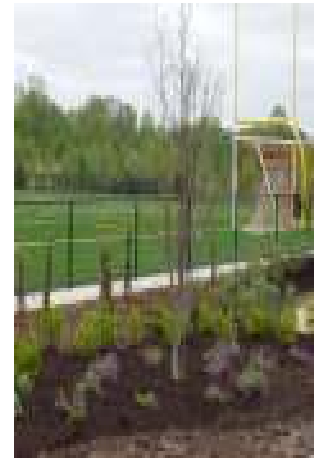
most recent flyer and program information.

Summer Sports Camps and Programs—Look for our Summer Sports Camps and Programs brochure soon. This brochure will be delivered in your News Transcript in May. The brochure will include information on the Summer Tennis Instruction programs, Rising Star Soccer and Basketball Camps, the Multi-Sport Camps, the Mad Science Camps, Lacrosse 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 available on the Township Website. Over 1000 volunteers have already been processed.

Notice to Residents—All municipal parks throughout the Township (excluding the MRC) close at dusk, and loitering is not permitted. These parks and playgrounds are your neighborhood resource. Please keep them clean.

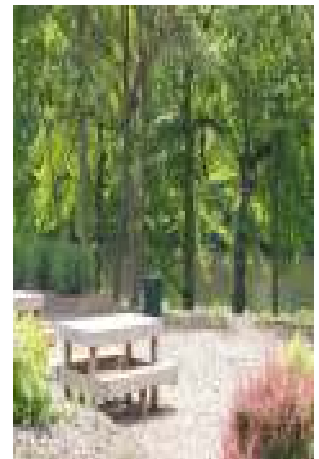
For further information on activities, other programs, or facilities, contact the Parks and Recreation office at (732) 446-8355, Monday through Friday, 8:30 am to 4:30 pm or Township Website at www.mtnj.org



Manalapan Township
Recreation Expansion



**Manalapan
Recreation
Center
Expansion was
recently awarded
the Excellence in
Design Award by
NJRPA**



Thompson Grove Lake

Department of Public Works



Biodegradable paper bags

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, street sweeping, 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 adopted a Leaf Recycling Ordinance that requires all leaves to be placed in biodegradable paper bags. Leaves placed in plastic bags will no longer be accepted.

The spring leaf collection took place during the weeks of **April 19th** and **May 3rd**. 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.

Township Ordinance #198-20 prohibits the dumping or blowing of grass or leaves into the street is prohibited. Residents employing a lawn service should advise them accordingly.

Paving: Paving projects completed during 2009 were portions of Craig Road, Daum Road, Pease Road & Manor Court. Toronto Woods Road, West Canadian Woods Road, Whittier Drive, Lowell Road, Towne Pointe Commuter Lot and Road A were completely resurfaced in 2009.

Brush and Tree Limbs are collected by **Waste Management** on the second refuse collection day of each week all year long. Please follow the following guidelines:

Tied securely in bundles

4 foot maximum length

50 pounds maximum weight

4 bundle maximum each collection

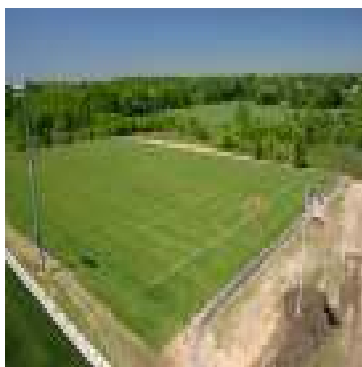
As always, place any large storm damaged limbs at the curb and notify DPW within two weeks following the storm, for removal.

The State has recently passed new storm water regulations requiring 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.



The Township adopted a Leaf Recycling Ordinance that requires all leaves to be placed in biodegradable paper bags. Leaves placed in plastic bags will no longer be accepted.



Turf Field at Rec. Center

It is hard to believe the official start of summer is just weeks away. As many kids are anxiously anticipating the last day of school, it's time to start making plans for the summer. Hopefully your plans include Manalapan Day, held this year on June 12, at the Manalapan Recreation Center. Our volunteers have once again outdone themselves with extensive amounts of work, making Manalapan Day an event the whole family can enjoy from the time the gates open at 4:00 pm to the main concert by Tommy James and the Shondells at 8:15 pm. We also have our summer concert series, which will start a few weeks later. Please visit www.mtnj.org for information.

I hope that you enjoy watching a variety of Township events on our Channel 77, Cablevision or Channel 42, Verizon Fios. Tune in to see programs from our schools, Township Committee meetings, recreation events and much more.

I look forward to seeing you at Manalapan Day and our other events this summer.

Warmest regards,
Mayor Andrew Lucas



Susan Cohen
Deputy Mayor

Michelle B. Roth
Committeewoman

Don Holland
Committeeman

Andrew Lucas
Mayor

Ryan D. Green
Committeeman