

## Welcome to the Township of Millburn

Millburn began as a colonial settlement with agricultural origins, followed by a 19th century mill/factory economy and eventually became a Victorian -- and later -- residential community. There are many examples of this rich history still present in the township, from the Hessian House, the Cora Hartshorn Arboretum, the Paper Mill Playhouse, and the many beautiful homes from all phases of our history, to our two historic districts, Short Hills Park and Wyoming.

Millburn Township was once part of Elizabethtown and Newark settlements in New Jersey, created by a grant from Charles II to his brother James in 1664. In 1793 Springfield Township was created and it included Millburn. In 1857 Springfield became part of the new Union County and Millburn became a separate township within Essex County.

The topography of Millburn has determined its development. The last glacier that covered North America ended here, forming a "terminal moraine." As the glacier melted and retreated, it deposited a layer of sand, silt, clay, and boulders over the hard basalt substructure, creating irregular surfaces. The first inhabitants, the Lenape Indians, beat trails around these small or 'short' hills; streams cascading through them fueled colonial mills and 19th century factories; the railroad was built at the base of their slopes; and developers of suburban homes found knolls and uneven terrain attractive building sites.

With George Washington's army camped at Morristown and the British attacking through the Hobart Gap, Millburn was brought into the Revolutionary War. Washington allegedly viewed his troops from atop a strategic point in the South Mountain Reservation, now known as Washington Rock. The Battle of Springfield, June 23, 1780, marked the last thrust of the British into New Jersey and the first battle since Bunker Hill won by local militia supporting Continental troops. A reminder of the war still exists in the Parsil family cemetery on White Oak Ridge Road, where Nicholas Parsil was buried after being killed in a skirmish with the British.

After the Revolution, the town underwent another change. The Rahway River was dammed in five places to form mill ponds. Samuel Campbell built the first paper mill in 1790 and manufactured banknotes. Most of the early mills were paper mills, among them the Diamond Mill, now the site of the Paper Mill Playhouse, but hat mills eventually became dominant. In 1835 the Morris and Essex Railroad was finally completed, linking Millburn to the big cities in the east and the coal regions in the northwest.

Millburn has had many names, from Rum Brook, Vauxhall, Milltown, and Millville. In 1857 'Millburn' was decided upon, partly because many of the town's residents were from Scotland and the mill burn (Scotch word for 'river' or 'stream') reminded them of home. Later there were disputes over the spelling of Millburn, but the double-L advocates won.

Once again, because of location, Millburn underwent another change: the creation of two residential suburbs within its borders. In 1872 the Wyoming Land and Improvement Company purchased 100 acres of land and the first speculative real estate development was started and named Wyoming. Stewart Hartshorn acquired 1552 acres to build his ideal village called Short Hills, the first planned commuter suburb in America.



This Welcome Packet provides you with some of the basic information and paper work a new resident would need.

Animal Control  
-Pet Licensing

Downtown Millburn  
-Shop & Dine Guide

Department of Public Works  
-Public Works Guide  
-Recycling Sticker

Fire Department  
-Fire Safety

Health Department  
-File of Life

Parking  
-mPay2

Police Department  
-Alarm Request Form  
-Code Red

Tax Collector  
-Tax Payment Stickers  
-Tax Collector Contact Card

Recreation  
-Pool, Golf & Tennis Registration

Voter Registration Application

For other helpful information and documents take the time to explore our:

Website- <http://www.twp.millburn.nj.us/home.html>

Application- Search Millburn Township in App Store

Twitter- @MillburnTwp

Instagram- MillburnTwp

375 Millburn Ave  
Millburn NJ 07040  
Hours M-F 8:30am-4:30pm  
973-564-7000



# Township of Millburn

375 Millburn Avenue  
Millburn, NJ 07041

**PLEASE PRINT CLEARLY**

Owner Information:


Phone:  -

Pet Name:  Sex: M F Breed:

Age:  Hair: S M L Color/Markings:

Spayed/Neutered: Y N Date:  Vet:

Rabies Expiration (proof required):

## CAT LICENSE APPLICATION

According to the Millburn Township Ordinance, "Licensing and Vaccination of Cats", **2010 Cat Licenses** must be obtained by **December 31, 2009**, for all cats seven (7) months of age and older.

To obtain a cat license, each owner is required to present a current rabies vaccination certificate. License fees are: \$18.00 for non-spayed/non-neutered and \$15.00 for spayed/neutered. A certificate of neutering or notarized statement must be presented once for recording to obtain the \$15.00 fee. All certificates will be returned.

Kindly complete the application data form above, sign and mail to the Millburn Board of Health along with your check made payable to the Township of Millburn.

**\*Please enclose a stamped self addressed envelope\***

# Township of Millburn

375 Millburn Avenue  
Millburn, NJ 07041

**PLEASE PRINT CLEARLY**

Owner Information:


Phone:  -

Pet Name:

Sex: M F

Breed:

Age:

Hair: S M L

Color/Markings:

Spayed/Neutered: Y N

Date:

Vet:

Rabies Expiration (proof required):

## DOG LICENSE APPLICATION

According to the New Jersey State Law and the Millburn Township Ordinance, "Licensing and Vaccination of Dogs", **2010 Dog Licenses** must be obtained by **January 31, 2010**, for all dogs seven (7) months of age and older.

To obtain a dog license, each owner is required to present **proof that the duration of rabies immunity extends throughout the period for which the license is issued**. License fees are: **\$18.00 for non-spayed/non-neutered** and **\$15.00 for spayed/neutered**. A certificate of neutering or notarized statement must be presented once for recording to obtain the \$15.00 fee. All certificates will be returned.

Kindly complete the application data form above, sign and mail to the Millburn Board of Health along with your check made payable to the Township of Millburn.

**\*Please enclose a stamped self addressed envelope\***

# Millburn Police Department

435 Essex Street  
Millburn, NJ 07041  
973-564-7001 Fax 973-379-1366



## ALARM REGISTRATION BUSINESS or RESIDENT (Please Print or Type)

**ALARM REGISTRATION FOR YOUR RESIDENCE OR BUSINESS IS MANDATORY**  
(Ord. 4-1.22) You may also use this form to register your residence or business, even if you do not have an alarm, so the Police have Emergency Contact information on file in the event of an emergency.

**ALARM PERMIT NUMBER** \_\_\_\_\_  
(Assigned by Police Records Bureau)

### **REGISTRATION INFORMATION**

NAME \_\_\_\_\_ DATE \_\_\_\_\_

BUSINESS NAME \_\_\_\_\_

ALARM ADDRESS \_\_\_\_\_

BILLING ADDRESS (If Different) \_\_\_\_\_

PRIMARY PHONE \_\_\_\_\_ CELL \_\_\_\_\_

ALARM COMPANY \_\_\_\_\_

ALARM COMPANY PHONE \_\_\_\_\_

### **EMERGENCY CONTACT INFORMATION (2 Minimum)**

Name \_\_\_\_\_ Phone \_\_\_\_\_ Cell \_\_\_\_\_

Does your alarm have an outside audible device? YES \_\_\_\_\_ NO \_\_\_\_\_

Outside audible devices must have a 15-minute automatic shutoff (Ord. 4-1.24)  
The Police Department has the authority to disconnect devices sounding in excess of 15 minutes.

NOTE: False Alarms in excess of five (5) per calendar year will be fined according to (Ord. 4-1.27)

Fax completed forms to (973-379-1366), Mail (Attn: RECORDS) or E-Mail: [alarmreg@millburntp.org](mailto:alarmreg@millburntp.org)



## FIRE SAFETY REGISTRATION FORM

*Owners of possible Life Hazard Use businesses must complete and file this form in accordance with the Uniform Fire Safety Act (N.J.A.C. 52:27D-192 et seq.). Failure to do so may result in a penalty of up to \$1,000.00*

-----**Part A – Business Registration Information**-----

**1. Business Ownership (mark the correct box):**

- (0)  Corporation      (1)  Private / Individual      (2)  Partnership      (3)  Condominium  
 (4)  Cooperative      (5)  Government Agency      (6)  LLC Corporation

**2. Business/Corporation Mailing Address:**

If Private / Individual: Name: \_\_\_\_\_  
Last First Middle Initial

If Other: \_\_\_\_\_  
 Give FULL Legal Name of Ownership, Including Corporation, Incorporated, Partnership, T/A etc.

Address: \_\_\_\_\_  
PO Box Number or Street Number and Name

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ - \_\_\_\_\_

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Federal Employer (Tax ID) Number Social Security Number (For Private / Individual Only)

In accordance with N.J.S.A. 52:27D -201 and N.J.A.C. 5:3-1.2, voluntary provision of your social security number will ensure the efficiency of its program's notification system.

Telephone: (\_\_\_\_ \_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

*Continued on Reverse Side*

**FOR FIRE OFFICIAL / DFS USE ONLY**

USE CODE (S): \_\_\_\_\_

LEA Number: \_\_\_\_\_ - \_\_\_\_\_

Assigned Owner Number: \_\_\_\_\_ \_\_\_\_ New Application

Alternate Owner Number: \_\_\_\_\_ \_\_\_\_ Transfer





In 2011, NJ fire departments responded to 12,563 residential fires. These fires killed 47 and injured 235 civilians. They also resulted in nearly 47 million dollars of property loss and 20 million dollars of contents loss. On average, one structure fire occurred in the state of New Jersey every 34 minutes, 22 seconds. Through this assessment, we hope to prevent you from becoming another statistic.

The Millburn Fire Department is comprised of 47 career and 11 volunteer firefighters who work out of two stations. Responding to an average of 2,000 calls per year, each firefighter is certified in basic and advanced firefighting. In addition, approximately half of our firefighters are NJ State Emergency Medical Technicians.



**FOR MORE INFORMATION CONTACT:**

**Nicole Verducci**

Administrative assistant

973-564-7043

firedept@millburntwp.org

**Hours:**

Monday to Friday 8:30 am to 4:30 pm

**Fire Department Headquarters**

459 Essex Street

Millburn, NJ 07041

To access this brochure through our webpage, go to <http://twp.millburn.nj.us/departments/fire>



**You Can Lessen the Chances of Having a Fire Like This**



**Get a free home fire safety assessment by calling the Millburn Fire Department at 973-564-7043.**

Chief of Department:

J. Michael Roberts

Fire Marshal:

Captain Thomas Pizzano





Inspector showing homeowner a residential sprinkler.

The Millburn Fire Department has been committed to protecting the residents of Millburn since 1876.

We are available 24 hours a day, seven days a week, and can respond to an emergency in or around your home in a matter of minutes.

**Recognizing that the most effective way to ensure public safety is through prevention, we are now offering a COMPLIMENTARY home fire safety assessment.**

Are you aware of the hazards that you should look for in your home?

Provided to the right is a list of important questions that we will consider when walking through your home.



1. Do you have a smoke detector in each bedroom, on every level of your home, and in the furnace room?

2. Do all of your smoke detectors currently work? And, do you change their batteries twice a year?

3. Do you have electrical outlets/extension cords that are overloaded, serving a large number of electrical devices? Or are they under carpets?



4. Do you clean the lint filter in your clothes dryer after each use?



5. Do you keep all combustibles at least three feet away from your hot water heater, furnace, or portable heater?

6. Do you have the correct fire extinguisher for your home, and do you know how to operate it?



7. Does your fireplace have metal/glass screens or doors?



8. Do you dispose of hot ashes from your fireplace at least ten feet from your house in a metal container?

**Millburn Fire Department strongly encourages you to make an appointment with our certified fire inspectors so that we can help you answer these questions and any others that you might have.** Even if you can answer all of these questions, we still recommend that you make an appointment with us so that we can help you identify other potential fire hazards in your home that are not covered by this short checklist. If you would like a **FREE** home fire safety assessment, please call Millburn Fire Headquarters at 973-564-7043. After receiving your request, we will send a Millburn fire inspector to your home at a time of your convenience. The inspector will walk with you throughout your home and provide suggestions as to how you can improve the fire safety of your home.

# **CARBON MONOXIDE**

**Carbon Monoxide (CO) is an invisible, odorless gas that comes from burning fossil fuels such as gasoline, wood, charcoal, propane, oil and methane. When these fuels burn incompletely, Carbon Monoxide is produced. Home heating and cooking appliances can produce Carbon Monoxide if they are not operating properly. Vehicles, lawn mowers and other fossil-fueled equipment are also a source of Carbon Monoxide.**

**Carbon Monoxide replaces the oxygen in one's bloodstream. Flu-like symptoms are an early indication of Carbon Monoxide poisoning and this can lead to difficulty breathing and eventually death. Carbon Monoxide Alarms provide early warning prior to one experiencing the effects of this deadly gas. Carbon Monoxide Alarms should be placed outside each separate sleeping area of a home.**

**In addition to the installation of Carbon Monoxide Alarms, the following suggestions are offered:**

- Make sure a qualified professional properly installs all fuel-burning appliances.**
- Have heating appliances including natural gas dryers, woodstoves and fireplaces inspected annually by a qualified service technician.**
- Keep chimneys and flue pipes intact, unobstructed and free of blockages.**
- Have your vehicle inspected for exhaust leaks. During the winter months, make sure your tailpipe is not blocked or clogged by snow.**
- Never leave a vehicle motor or other fossil-fueled equipment running in an enclosed or semi-enclosed space. This includes attached as well as detached garages.**
- Maintain Carbon Monoxide Alarms as per manufacturer's instructions.**

# **CHANGE YOUR CLOCK – CHANGE YOUR BATTERY**

**The National Fire Protection Association developed its “Change Your Clock – Change Your Battery” campaign to encourage people to change the batteries in their smoke detectors when they change their clocks with the end of daylight savings time. Smoke detectors should be located outside each separate sleeping area and on every floor of one’s home including the basement. In addition, a few minutes should be spent each and every month to test smoke detectors to ensure they are operational. This is imperative since working smoke detectors provide early warning of a fire, allows extra time to escape and as a result, substantially reducing the risk of injury and/or death in a residential fire.**

**The following information is provided in order to prevent a fire from starting in the home.**

- When cooking, never leave food on a stove or in an oven unattended and avoid wearing clothes with long, loose-fitting sleeves.**
- Have your heating system checked annually.**
- If you are a smoker, do not smoke in bed, never leave burning cigarettes unattended, do not empty smoldering ashes in the trash and keep ashtrays away from upholstered furniture and curtains.**
- Keep matches and lighters away from children.**
- Safely store flammable substances.**
- Never leave burning candles unattended.**

# **COLLEGE FIRE SAFETY**

**As the summer begins to wind down and the fall college semester is less than a month away, college students are preparing to relocate to the many and varied forms of student housing. For some, this may represent the first time an individual will reside away from home. However, living away from home involves responsibility and Fire Safety is one of these responsibilities.**

**On college campuses building fires are relatively rare events and it is very easy to become complacent about Fire Safety. But, when fires occur, they can have devastating consequences. While fires in student housing are not an everyday occurrence, they can and do happen, perhaps more frequently than one recognizes. These fires usually do not make the headlines unless a fatality occurs; as a result, it is easy to underestimate the risk of fire. Millburn Fire Department in conjunction with the United States Fire Administration and the National Fire Protection Association provide the following Fire Safety information.**

## **1. COOKING**

- Cook only where it is permitted.**
- If you use a kitchen, keep it clean and uncluttered.**
- If you use electrical appliances, do not overload circuits.**
- Never leave cooking unattended.**
- If a fire starts in a microwave oven, keep the door closed and unplug the unit. Do not try to remove burning containers from a microwave.**

## **2. SMOKING**

- If you smoke, smoke only where it is permitted.**
- Use large, deep, non-tip ashtrays.**
- Do not smoke in bed.**
- Do not smoke when you have been drinking or when drowsy.**
- After a party, check furniture and cushions for smoldering cigarettes.**
- Soak cigarettes before you empty ashtrays.**

## **3. CANDLES – Fire Officials are very concerned with the recent increase in fires and fire deaths caused by the careless use of candles**

- **Burn candles only if your school permits their use.**
- **Do not leave burning candles unattended.**
- **Keep papers, curtains, and anything that can burn away from lit candles.**
- **Use sturdy candleholders and do not let candles burn down all the way.**
- **Do not let candles drip onto anything that can burn.**

#### **4. BE PREPARED FOR A FIRE**

- **Your building has an evacuation plan. Learn it and participate in all fire drills as if they were the real thing. False alarms are no joke and must be reported.**
- **Learn the location of all building exits. You may have to find your way out in the dark. Count the number of corridor doors to the exits to the left and right of your room to assist you in locating the stairwells.**
- **Smoke alarms cut your chances of dying in a fire nearly in half. Do not defeat them or remove their batteries.**
- **Fire sprinkler systems save lives and property. They protect their immediate area by extinguishing or containing flame. Do not hang anything from sprinkler pipes or nozzles.**
- **Portable fire extinguishers can put out small, contained fires. Do not play with them.**
- **If you hear a fire alarm, leave immediately. Close doors behind you as you go. Take your room keys; if you cannot escape, you may have to return to your room.**

#### **5. ESCAPE TIPS**

- **If you have to escape through smoke, crawl, keeping your head 1 to 2 feet above the floor, where the air will be cleanest.**
- **Test doorknobs and spaces around the door with the back of your hand. If the door is warm, try another escape route. If it is cool, open it slowly. Slam it shut if smoke pours through and use an alternative exit.**
- **Use the stairs; never use an elevator during a fire.**
- **If you are trapped, call the fire department and tell them exactly where you are; the correct floor level and specific room number are extremely important. Seal your door with rags and signal from your window. Open windows slightly from the top and bottom, but close them if smoke rushes in from any direction.**

- **No building is completely safe. Even if your building is concrete, you could be overcome by toxic fumes from a small fire.**

**Each year more than 15,000 people are seriously burned when their clothes catch on fire. Burns are among the most painful of injuries and the third leading cause of unintentional death in the United States. The hands, groin, face and lungs are at particular risk and are easily injured. The healing process is slow and painful resulting in enormous personal suffering. “STOP, DROP and ROLL” is a highly recommended tactic to use if your clothes catch fire. When a person’s clothes catch fire, they may instinctively attempt to run for help. Running may actually “fan” the clothes that are on fire and cause them to burn at a higher rate. Therefore, the act of running can actually increase the risk of a burn to a person whose clothes are on fire. By stopping, dropping to the ground, and rolling, the clothes that are on fire may actually be smothered or burn at a lesser rate. Although there are no guarantees that burns will not occur, this tactic may help a person survive a clothing fire with less severe burns and have a better chance at survival without major injury.**

**Remember, the principles of “STOP, DROP and ROLL” are simple:**

- **STOP – do not run if your clothes catch on fire.**
- **DROP – to the ground and cover your face.**
- **ROLL – continue to roll to smother the fire.**

**Think about and remain cognizant of what you will do in the event of a fire to escape safely and also what you will need to do if your clothes are on fire. By conducting this mental pre-planning, you may be better able to act promptly when a fire or alarm of fire occurs.**

# Fire Prevention Week

The observance of Fire Prevention Week is deeply rooted in history. Originally, a proclamation issued by President Woodrow Wilson established October 9, 1920 as Fire Prevention Day. The date of October 9<sup>th</sup> was chosen to commemorate the Great Chicago Fire in 1871. This tragic conflagration killed more than 250 people, left 100,000 homeless, destroyed more than 17,400 structures and burned more than 2,000 acres in 27 hours. Although the origin of this fire has never been determined, one popular legend was that Mrs. Catherine O'Leary was milking her cow when the animal knocked over a lamp and set the O'Leary barn on fire, resulting in the spectacular blaze. In 1922, the observance was extended to one week by proclamation of President Warren G. Harding. Every succeeding President has followed this one-week observance during the Sunday through Saturday period, in which October 9th falls, through proclamations.

The National Fire Protection Association (NFPA), founded in 1896, played a major role in the origination of Fire Prevention Week and to date still provides sponsorship for this observance. According to NFPA statistics, approximately 4,000 people die in fires in the United States each year. The United States fire death rate is almost double the average fire death rate for other industrialized nations. As a result, the United States has one of the highest fire death rates, per capita, in the industrialized world.

The following fire safety information should be reviewed and practiced throughout the year.

**Home Escape Plans** – Families should develop home escape plans and practice them on a regular basis so they are prepared in the event a fire occurs. Included in the plan should be a predetermined meeting place for the family outside of the home to insure all members have exited. Remember, once you exit your home, do not re-enter. If you are concerned about occupants still in the home, alert responding firefighters who will rescue them. If you are unable to escape, open windows or stand in front of them to alert responding firefighters. Remind children not to hide and reassure them the #1 priority for responding firefighters is to rescue occupants and to search the entire building for occupants who may be unable to escape.

**Install and Test Smoke Detectors** – Between 60 % and 70 % of all fire deaths occur in homes that have no working smoke detectors. Test your smoke

detectors monthly and change smoke detector batteries when you change your clocks.

**Smoking** – Careless smoking is the leading cause of residential fire deaths. Careless disposal of cigarette butts is the major culprit. If someone in your home smokes, provide him or her with large, deep, sturdy ashtrays. Always flush ashtray contents or douse them with water before placing them in the trash. Keep matches and lighters away from children

**Cooking** – Cooking is the leading cause of apartment fires and a leading cause of single family residential fires. These fires often result from unattended cooking and human error, rather than from mechanical failure of stoves or ovens. Keep cooking areas and appliances clean and free of potholders, knick-knacks, towels and other combustibles.

**Heating** – Heating is the 3<sup>rd</sup> leading cause of residential fire deaths. Keep a minimum of 3 feet between heating equipment and anything that can burn, including people and pets. Have your heating appliances serviced on a regular basis in accordance with manufacturer specifications.

Practice fire safety all year and remember, preparation can contribute to preventing a disaster.

# **HEATING EQUIPMENT & FIRE SAFETY**

Heating equipment remains a leading cause of home fires and residential fire deaths. Therefore, the following Fire Safety information with regard to Heating Equipment is provided.

- 1. A qualified serviceworker should check heating equipment for proper operation prior to the start of every heating season.**
- 2. Prior to using a fireplace at the start of every season, have the chimney inspected by a professional and cleaned if necessary. Burn only seasoned firewood in the fireplace.**
- 3. Electric Space Heaters should not be used unless they bear the label of an independent testing agency, have a tip over switch that will shut the unit off if knocked over and have a wire grill to keep fingers and flammables away from the hot heating elements.**
- 4. Electric Space Heaters must not be left unattended and must be positioned at least 36 inches away from all flammable materials such as curtains, drapes, newspapers, furniture, etc. Electric Space Heaters should be plugged directly into electrical receptacles without utilizing extension cords.**
- 5. The use of Portable Kerosene Heaters are prohibited in all occupancies except one and two family dwellings pursuant to the New Jersey Uniform Fire Code. However, although these heaters are permitted in one and two family dwellings, the Maplewood Fire Department does not recommend them and strongly discourages their use because of dangers associated with them.**

Remember that smoke detectors provide early warning of a fire, allowing extra time to escape and as a result, substantially reducing the risk of injury and/or death in a residential fire. Smoke detectors should be located outside each sleeping area and on every floor of one's home including the basement. In addition, a good practice is to place smoke detectors inside each bedroom. Finally, a few minutes should be spent each month testing smoke detectors to ensure they are operational.

# **HOLIDAY FIRE SAFETY**

Each year emergency rooms treat people for injuries, such as falls, cuts and electrical shocks, related to holiday lights, decorations and Christmas trees. In addition, Christmas trees are involved in numerous fires annually, resulting in death, injury and property loss. In order to increase holiday safety, the following information is provided.

- **When purchasing an artificial tree, look for the label “Fire Resistant”. Although this label does not mean the tree won’t catch fire, it does indicate the tree will resist burning and should extinguish quickly.**
- **When purchasing a live tree, check for freshness. A fresh tree is green, needles are hard to pull from branches and when bent between your fingers, needles do not break. The trunk butt of a fresh tree is sticky with resin, and when tapped on the ground, the tree should not lose many needles.**
- **When setting up a tree at home, place it away from fireplaces and radiators. Since heated rooms dry live trees out rapidly, be sure to keep the stand filled with water. Place the tree out of the way of traffic and do not block doorways.**
- **Indoors or outside, use only lights that have been tested by a recognized testing laboratory, which indicates conformance with safety standards. Check each set of lights for broken or cracked sockets, frayed or bare wires, or loose connections, and throw out damaged sets.**
- **Always unplug all lights before leaving home or going to sleep and do not overload electrical outlets.**
- **Never use electric lights on a metallic tree. The tree can become charged with electricity from faulty lights, and a person touching a tree branch could be electrocuted.**
- **Use only non-combustible or flame resistant materials to trim a tree.**
- **Never use lighted candles on a tree or near evergreens. Always use non-flammable holders, and place candles where they will not be**

**knocked down. Do not leave children unattended in a room with lit candles. Do not display lighted candles in windows or near exits in case you need these to escape.**

- **Do not burn wrapping papers in the fireplace. A flash fire may result as wrappings ignite and burn intensely.**
- **When cooking, remember to keep an eye on the stove or oven. Unattended cooking is the leading cause of home fires in the United States.**
- **If there are smokers around your home provide plenty of deep ashtrays and check them frequently. Cigarette butts can smolder and cause a trash fire, so completely douse them with water before discarding.**
- **Keep matches and lighters out of the sight and reach of children.**

**Remember that smoke detectors provide early warning of a fire, allowing extra time to escape and substantially reduces the risk of injury and/or death in a residential fire. Smoke detectors should be located outside each separate sleeping area and on every floor of one's home including the basement. A few minutes should be spent each and every month to test smoke detectors to ensure they are operational.**

# **KEROSENE HEATERS**

**The use of Un-vented Portable Kerosene Heaters is prohibited in all occupancies except one and two family dwellings pursuant to the New Jersey Uniform Fire Code. Although these units are permitted in one and two family dwellings, the Millburn Fire Department does not recommend their use because of the human factor of carelessness usually associated with them and the fact that they are un-vented. However, if one still wishes to purchase a unit they should be aware of the following:**

- 1. Purchase only a unit that has been tested by a nationally recognized testing laboratory such as U.L.**
- 2. Install and use the unit according to the manufacturer's instructions and recommendations.**
- 3. Do not place the heater near combustibles. Maintain at least a 36" clearance from all combustibles.**
- 4. Keep children and pets away from the unit.**
- 5. Maintain adequate ventilation. Remind them the unit consumes oxygen and emits carbon monoxide in varying percentages.**
- 6. Use only the grade of kerosene recommended by the manufacturer.**
- 7. Do not store fuel inside. Store fuel outside in either a plastic or metal container with fill and vent openings. The container is to be blue in color with the word kerosene in white letters on the container.**
- 8. Install carbon monoxide detectors within 10 feet of all bedrooms.**

# NEW JERSEY UNIFORM FIRE CODE

Enforcement of the New Jersey Uniform Fire Code (NJUFC) is one of the many and varied services provided by the Millburn Fire Department. More importantly, it is a service which the “consumer public” or general citizenry is entitled. In order to better understand the NJUFC, a review of the events leading up to its enactment is imperative.

During the 1960’s, 1970’s and early 1980’s the State of New Jersey, as well as the rest of the United States, experienced an exceptionally large number of fires and fire deaths. In addition to a significant volume increase in fires and fire death in New Jersey’s larger cities, two major multiple death fires occurred within Monmouth County. The first occurred in 1980 when 24 people died at the Brinley Inn (Bradley Beach). The second occurred in 1981 at the Beachview Rest Home (Keansburg) where 31 people died. These tragedies were a major thrust leading up to the November 12, 1983 enactment of the “Uniform Fire Safety Act”. State Senator and Newark Fire Department Director, John P. Caulfield, was one of the primary proponents of this legislation.

The Uniform Fire Safety Act created the Fire Safety Commission. The Commission’s responsibilities included ensuring the state and its citizens were protected against fire hazards by a uniform “minimum” fire safety code. Pursuant to the enactment of the Uniform Fire Safety Act and the efforts of the Fire Safety Commission, the New Jersey Uniform Fire Code was adopted on February 19<sup>th</sup>, 1985. The State of New Jersey, Division of Fire Safety (DFS), under the Department of Community Affairs (DCA), oversees its application.

The NJUFC governs mandatory requirements for fire inspections, firefighter training and instruction, fire investigation, firefighting equipment and other related emergency incidents. The NJUFC is divided into two parts - the Fire Prevention Code and the Fire Safety Code. The Fire Safety Code was enacted in 1985 as an addition to the NJUFC and regulates the proper maintenance of existing fire protection features of an occupancy; where as, the Fire Safety Code enacted in 1986, addresses retrofit requirements and orders modifications of an occupancy lacking fire safety protection. An example of a retrofit requirement is the July 5<sup>th</sup>, 2000 “Sprinkler Bill” requiring all public and private colleges and boarding schools to install fire sprinkler systems. Unfortunately, this law was enacted in response to the tragic deaths and injuries to several Seton Hall University students as result of a fire in their dormitory on January 19<sup>th</sup>, 2000. Other aspects of the NJUFC are:

1. Issuing certificates of smoke, carbon monoxide and fire extinguisher compliance prior to the sale lease or change of occupancy of a residential dwelling unit. This certifies that the residence had working, properly

- placed smoke and carbon monoxide alarms, as well as, a mounted fire extinguisher at the time of sale or lease.
2. Requiring windowless basements to be alarmed and/or sprinklered and to provide fire department access into below grade areas that do not have openings of required dimension. This section was enacted due to the death of a New Jersey firefighter as a result of a basement fire. The basement lacked appropriate access openings, fire detection and fire suppression systems.
  3. Requires structures of “truss construction” to be identified as such by having an emblem of bright reflective color in the shape of a triangle affixed them. This section was again enacted to alert firefighters to the danger of truss construction after the death of five New Jersey firefighters in the collapse of a truss constructed structure involved in fire.
  4. Requires Amusement buildings or any structure designed to disorient, reduce vision, present barriers or impede the flow of traffic (such as haunted houses or houses of terror) to be equipped with fire detection and suppression systems, as well as, other fire safety provisions. Once again, the deaths of several teenagers in a haunted house at a New Jersey amusement park caused this section to be enacted.
  5. Establishes Fire Safety Permits (FSP). An FSP is required in order to maintain, store or handle hazardous materials, or to conduct processes which produce conditions hazardous to life and property, or to install equipment used in connection with such activities. Examples for which an FSP is required include the use of a torch, welding or cutting operations, discharge of fireworks, fumigation, and bonfires.
  6. Addresses general fire safety pertaining to a multitude of NJUFC issues. These include and are not limited to maintenance of fire detection and suppression systems, fire extinguishers, means of egress (exiting), storage and housekeeping, electrical safety, heating appliance safety, and cooking appliance safety.

The NJUFC is extremely detailed and requires competent, licensed fire inspectors to interpret and apply. Becoming a fire inspector requires State certification obtained through appropriate coursework and testing. Once certified, a fire inspector must complete required continuing education training annually. Furthermore, if an inspector knowingly fails to perform his duty as imposed by the NJUFC, he or she can be held criminally liable.

New Jersey residents are fortunate that fire safety is regarded as such a serious matter and requires a minimum acceptable level of fire safety for all its citizens.

# New Jersey Division of Fire Safety Emblems Program Contractors Certification and Emblems Unit Questions and Answers

The New Jersey Division of Fire Safety has implemented a residential identification program for persons with disabilities or who use oxygen. The purpose of this program is to make emergency response personnel; fire, police and EMS, aware that a person with a disability or who uses oxygen lives at a particular location.

Below is a list of questions and answers regarding this program.

**Q. Is this program mandatory?**

**A.** The displaying of an emblem for anything other than the use of oxygen is voluntary. If you use oxygen you are required to either display an emblem or notify your local fire department that you utilize oxygen in your residence. The Division of Consumer Affairs is responsible to implement the oxygen program and we are working with them to integrate both programs.

**Q. How do I get an emblem?**

**A.** Contact the Division of Fire Safety at (609) 324-8489 or (609) 324-8485 to request an application. You can also download an application from the Division's website, [www.state.nj.us/dca/dfs](http://www.state.nj.us/dca/dfs). You must complete the application which includes verification by your doctor. Once complete, mail it to the address on the application. If approved, the Division of Fire Safety will mail you the labels.

**Q. Can I get emblems from my local fire department or fire marshal?**

**A.** No. However, you can obtain an application from them.

**Q. If a town already has an emblem program can it still be used?**

**A.** The law does not mandate this program or the replacement of existing programs. However, the purpose of this program is to have a statewide emblem used to identify persons with disabilities. Therefore, we encourage the use of this statewide program in lieu of local programs.

**Q. How will this program be advertised?**

**A.** The Division of Fire Safety is currently working with local and state organizations to advertise the program. All fire, police and EMS departments have been notified of the program and will be provided with applications. Additionally, the Division is working with the Department of Human

Services and the Department of Health and Senior Services to further make the public aware of the program.

**Q. Besides the displaying of the emblem, will my local emergency services be notified by the Division of Fire Safety?**

**A.** Yes. The Division will provide the addresses where emblems have been distributed to the local fire and police departments.

**Q. What does the emblem look like?**

**A.** The design of the emblem is discrete so as to attract attention. All emergency services have been provided with the design and colors of the emblems.

**Q. Where does the emblem get displayed?**

**A.** On one and two-family dwellings the emblem is required to be placed on or near the front entrance and visible from the outside. Additional emblems may be placed on the windows where the disabled person is stationed or sleeps.

On multiple family dwellings the emblem must be placed near the main entrance to the individual dwelling unit and must be visible from the outside of the unit. Additional emblems may be placed on the windows where the disabled person is stationed or sleeps.

**Q. Once I receive my emblems, is there anything else I need to do?**

**A.** Yes. The application and emblems are valid for a two year period. The Division of Fire Safety will mail you a renewal application every two years. This is to ensure that the person with a disability still resides at that address. If the application is not returned the local fire marshal will be notified to visit the address and order any emblem in the building to be removed.

**Q. Can someone obtain a copy of my application?**

**A.** No. Your application is confidential and will not be made available to anyone or any government agency.

**Q. Is there a fee?**

**A.** No. This is a free program provided by the New Jersey Division of Fire Safety.

# **SENIOR CITIZEN FIRE SAFETY**

**Senior Citizens over the age of 65 are at a greater risk of death from fire than other age groups. In fact, according to the United States Fire Administration (USFA) seniors between the ages of 65 and 75 have a fire death rate twice the national average. Those between 75 and 85 are three times as likely to die from fire and seniors over 85 are four times as likely to die from a fire. A significant factor behind this high risk of fire death is the result of fires caused by smoking materials. Other factors contributing to this risk include fires caused from heating appliances and fires caused by cooking equipment. Although additional risks include physical or cognitive impairments as a result of the aging process, the Millburn Fire Department in conjunction with the USFA, provides the following advice for increasing fire safety in one's home.**

- 1. Install smoke detectors on every level of your home. A working smoke detector more than doubles the chances of surviving a fire. They are the single most important means of preventing house and apartment fire fatalities by providing an early warning signal so you and your family can escape. Batteries in smoke detectors should be changed once a year. If your smoke detector starts making a "chirping" noise, replace the batteries immediately. Test your smoke detectors monthly and use new batteries when replacing old ones. In addition, smoke detectors should be replaced every ten years. In fact, some smoke detectors now on the market come with a ten-year battery and they are designed to be replaced as a whole unit, thus avoiding the need for battery replacement.**
- 2. Never smoke in bed or when drowsy. When you are finished smoking, soak the ashes in water before discarding them. Never leave smoking materials unattended and collect them in large, deep ashtrays.**
- 3. Have your heating equipment checked for proper operation by a qualified serviceperson prior to the start of every heating season. Keep all combustible materials – newspapers, rags, etc. – at least 5 feet away from heating equipment including hot water heaters.**

- 4. Never leave the stove unattended while cooking. If you need to step away, turn it off. Keep towels and potholders away from the flame. Wear tight-fitting clothing when cooking over an open flame since a dangling sleeve can very easily catch fire.**
  
- 5. Plan escape routes based upon your capabilities and those of the members of your family. Practice your escape plan regularly. Know at least two exits from every room and know how to open your windows. In the event of a fire, get out and stay out. Leave your home immediately, do not try to gather personal possessions.**
  
- 6. In the event of an EMERGENCY, DIAL 911.**

# SPRING AND SUMMER SAFETY PRECAUTIONS

Of the many pleasures associated with the spring and summer seasons, one of the most popular is the outdoor barbecue. They are fun to use and they provide delicious tasting food. However, they can be dangerous if not handled properly. Unfortunately, numerous fires and injuries occur every year due to the use of barbecue grills. Most importantly, the majority of these fires and injuries are preventable. Therefore, the following information can contribute to making your barbecuing experiences pleasurable and safe.

- **Liquefied Petroleum Gas (LPG) Fired Barbecue Grills**

1. The LPG cylinder should always be transported in an upright position and on the floor of a vehicle with all windows open. Remove the cylinder from the vehicle as soon as possible and never transport or store a LPG cylinder in the trunk of a vehicle.
2. Never leave a LPG cylinder in a parked vehicle.
3. Store LPG cylinders, including those attached to barbecues, outdoors and in a shaded cool area out of direct sunlight. Never store a LPG cylinder inside a home.
4. Fittings on LPG cylinders may have left-handed threads, which require movement in a counterclockwise direction to tighten. Therefore, care must be exercised when removing and re-attaching the flexible supply hose.
5. A soapy solution applied to connections can be used to detect leaks. If bubbling occurs when the solution is applied, a leak exists.
6. When the barbecue is not being used, the valve on the LPG cylinder should be kept in the off position.
7. Avoid grease dripping on the flexible supply hose as well as on the cylinder.

- **Charcoal Barbecue Grills**

1. Use only starter fluid designed for charcoal barbecue grills. Once a fire has been started, never add fluid. Never use gasoline.
2. Use extreme caution in disposing ashes. Wet ashes thoroughly with water before emptying the barbecue.

**3. Store charcoals in properly sealed containers.**

- **The following pertains to all barbecue grills – LPG, Charcoal as well as Natural Gas fired:**

- 1. Read the manufacturer's instructions and make sure you understand them.**
- 2. Keep barbecue grills away from anything that can burn such as your house, car, dry vegetation, etc.**
- 3. Do not leave barbecue grills unattended and keep children as well as pets away.**
- 4. Barbecue grills should only be used outdoors and not on porches, balconies, under overhangs or in garages.**
- 5. When lighting a barbecue grill the cover should be in the open position.**
- 6. Avoid wearing loose fitting clothing while barbecuing.**
- 7. Make sure everyone knows how to Stop, Drop and Roll in the event clothing should catch fire.**

- **Other simple precautions that can keep you and your family safe from injuries that commonly occur during the spring and summer seasons are as follows:**

- 1. When using lawnmowers, wait for the engine to cool before refueling. Never refuel while the engine is running.**
- 2. Store gasoline outside the home, in approved safety cans, out of the reach of children and away from open flames.**
- 3. Use caution when using a garden hose that has been exposed to the sun. Standing water can become extremely hot and cause serious burns. Let water run and pre-test the temperature.**
- 4. Set time limits for sunbathing. Use sunscreen and do not wait for skin to turn red before applying protective lotion.**
- 5. When the interior of a vehicle is hot, check the metal parts of seat belts as well as plastic or leather seats before placing children in them.**

# VACATION FIRE SAFETY

If you are planning a vacation and your home will be empty, you can go away with less worry if you check your home prior to leaving. Make sure that all stoves and electrical appliances have been turned off or disconnected. Unplug all television sets and radios since lightning storms or sudden electrical surges could cause a fire in this equipment while you are away. When you return from vacation, check your smoke detectors to make sure they are functioning properly.

If you are staying in a motel or hotel, it is important to know survival actions in case there is a fire. Select one that, at a minimum, has a fire detection system – smoke detectors. However, it is preferable to select lodging that also has a fire sprinkler system in place. If you must stay in a facility without smoke detectors or fire sprinklers, request a room on the first or second floor and bring your own battery operated smoke detector with you.

When you first enter your room, read the fire safety information provided. It is usually posted near or on the back of the entry door. As is the case in your home, you need to plan your escape ahead of time. Locate two exits nearest your room. Make sure the fire exit doors work and are unlocked. Locate the nearest fire alarm and read the operating instructions. In a real fire, the hallway may become dark with smoke so count the number of doors from your room to each exit. By doing this, you will know where you are in case you are caught in a dark hallway. Keep your room key and a flashlight near your bed and upon exiting your room take them with you. Having your room key with you is imperative in the event you need to re-enter your room.

Should the fire alarm sound, follow the posted fire safety emergency guidelines. Do not ignore fire alarms. Prior to exiting your room, feel the door with the back of your hand. If the door is warm, do not open it. If the door feels cool, open it carefully and be ready to slam it shut if smoke or heat rushes in. Should you need to remain in your room, notify the fire department and tell them your specific location including the floor level and room number. If able to exit, proceed to the nearest fire exit. If possible and without straying from your path of egress, pull the fire alarm as you exit. Remember to crawl low if met with smoke. Should a fire start in your room, leave immediately and close doors behind you to confine the fire and prevent it from spreading. Once again, if possible and without

**straying from your path of egress, pull the fire alarm as you exit. If this is not possible, notify the fire department once you exit the building and are safely out of danger. Never use an elevator in a fire, always take the stairs. Elevators can malfunction and many are heat-activated and have been known to travel to the fire floor and stay at that level.**

**If camping, it is imperative to use a tent that is flame retardant and remember, flame retardant does not mean fireproof. In addition, sleeping bags and clothing inside a tent can easily catch fire. A tent should be placed upwind from any campfires or cooking fires. Create a three-foot clearing around the tent and use only battery operated lights near or inside it. Always refuel any heat-producing appliance such as lanterns and stoves outside a tent and always store flammable liquids outside the tent. Do not cook inside a tent. When preparing a campfire, a site should be selected that is away from grass, trees and tents. An area of 10 feet around the campfire should be cleared of ground litter, twigs, leaves, etc. The site should also be downwind from the sleeping area to prevent catching a tent or sleeping bag on fire from a spark or ember. Rocks should be placed directly around the campfire pit.**

**Before planning for a fire, secure permits from the proper authorities if required. If weather conditions are especially dry, check with the proper authorities to determine if an open-burning ban has been placed into effect. If you really do not need a fire for cooking, do not build one. A small spark is all it takes to ignite dry grass and leaves. Be sure to pay close attention to forest conditions and warnings from authorities.**

**Never use gasoline to light a fire, it is extremely explosive. A fire should be lit using kindling or a lighter stick. Keep a fire extinguisher, pail of sand or water nearby in the event they are needed to control the fire or extinguish it. Wear tight-fitting cotton clothing while working near the campfire. Always keep a careful eye on fires, never leave them unattended and make sure children do not play near them. Teach everyone the stop, drop and roll concept.**

**Before you go to sleep at night or if you leave the campsite for a while, be sure to extinguish the fire. Many forest fires are started each year from unattended campfires or from those that were not completely extinguished. Douse the fire with water or sand, break up the coals, add more water or sand, stir it with a stick and cover the dead embers with dirt. Once again, make sure the fire is completely out before bedding down or leaving the campsite.**

**If you are using a gas or liquid fuel camp stove or lantern, follow the manufacturer's directions. Make sure all connections are tight to avoid leaks. Check for leaks with a soapy water solution. If the mixture bubbles, gas is seeping out and the appliance must not be used until repaired by a professional. Never use a lighted match to check for leaking gas. When using a camp stove or lantern, always fill it before each use. Do not refuel a hot stove or lantern. Wait until it cools and use a funnel to fill the appliance, wiping up all spills before re-lighting.**

**When traveling with a camper or recreational vehicle, use only electrically operated or battery operated lights inside. Maintain all appliances in a safe working order and check them before use. Keep a fire extinguisher on board and install at least one smoke detector and a carbon monoxide detector. When the vehicle is traveling down the road, shut down gas to stoves and water heaters by closing fuel supply valves at the gas cylinders. Never operate combustion type heaters inside closed campers or recreational vehicles since this could result in asphyxiation from fumes as well as oxygen depletion. Do not cook while the vehicle is underway. Always fuel stoves or lanterns outside and avoid accumulating and storing combustibles.**

# WINDOW DECALS

The National Fire Protection Association (NFPA) does not recommend the use of window decals such as “Tot Finders” which are designed to alert firefighters to the location of children’s bedrooms. As a result, the Millburn Fire Department does not issue such decals. The NFPA’s reasoning is based upon the following:

1. The NFPA’s educational philosophy is to teach proactive quick response to a fire situation for people of all ages. These decals could give a false sense of security by implying that it is safe for children to wait to be rescued rather than responding immediately on their own. Children, even at a very young age, can be taught the basics of home escape planning:
  - 1) Responding immediately when smoke alarms sound.
  - 2) Know two ways out of every room.
  - 3) Crawling low under smoke.
  - 4) Gather at a meeting place.
  - 5) Calling 911 from outside the building.
2. Window decals signal a vulnerable area in the home, putting children and/or the entire household at risk.
3. NFPA is also concerned about the safety of firefighters who enter a bedroom with a decal on the window to search for trapped children who are not there, learning later that the children had changed rooms, grown up or moved out.

# Reminder

Trash will be collected twice per week and recycling once per week according to the current schedule.

The new vendor will follow the same holiday schedule as did Millburn Township's Sanitation Department.

All recycling has been removed from the DPW yard and will be collected curbside. Type 13 or bulky waste, herbaceous waste and E-cycling can be brought to the Public Works Yard.

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## **DO NOT DISCARD** **2012-2014 Public Works Guide**

# Township of *Millburn* New Jersey



The DPW Garage is located at 345 Essex Street in Millburn.  
The yard entrance is located off of Main Street across from the bicycle shop.

# Sanitation



## MATERIALS ACCEPTED (At Town Yard)

Indoor and outdoor furniture, outdoor play equipment (concrete must be removed) toys, screens, screen doors (only in small quantities), rugs, mattresses, box springs, television sets, electronic devices, small appliances, paint cans (must be empty or completely dry), clothing, metal storage sheds (must be disassembled), and tires only (no wheels).

## MATERIALS NOT ACCEPTED (At Town Yard)

Household Garbage, chemicals and toxic materials, dirt and rocks, explosives, private business waste, construction material, auto frames and bodies, R.R. ties, demolition material, concrete, tree trunks and stumps, firewood and large branches, wooden fence, chain link or wire fence, outside wooden storage sheds or paint. Methods of disposal for materials not accepted would be through a private collection service. Tree trunks and firewood disposal would need to be through a private tree service.

## Disposal of Left Over Water-Based Paint Cans



**Water based paint cans where the paint has been completely used or the paint has thoroughly hardened, may be disposed of at the Township Recycling Yard.**

**REMINDER:** Our recycling yard **DOES NOT** accept oil based paints, thinners, varnishes, pesticides, herbicides, chemicals or gasoline. The Essex County Utilities Authority accepts these items on their yearly Household Hazardous Waste Collection day. This event usually takes place in early spring.

**REDUCE:** Buy only paint you need and omit leftover paint

**STORE PAINT CORRECTLY:** Just cover the opening with plastic wrap and replace lid

**LET IT DRY OUT:** Remove the top and put it in an area where it will not get knocked over. It takes awhile but the paint will dry with time.

**HELP IT ALONG:** Quicken the drying by adding an absorbent material such as speedy dry, cat litter, or shredded newspaper.



**GIORDANO**  
COMPANY INC.

## Privatized Trash Collection

The Township of Millburn has contracted the services of Giordano Co., Inc to provide garbage and recycling collection from 2012 through 2014.

All collection schedules will remain the same for curbside trash and recycling. The Zone schedule is included in this pamphlet. The Township is broken up into 6 collection zones, with each zone receiving twice (2x) per week garbage collection and once (1x) per week recycling collection.

## FOR A MISSED COLLECTION:

Please call (732) 888-2009 or you can call Public Works at (973) 564-7060 to report a missed pick up.

Remember that garbage and/or recyclables should be placed at the curb after 5:00PM the night before or before 6:00AM the day of your collection

## TRASH PICK-UP

Zone 1

Monday & Thursday

Zone 2

Tuesday & Friday

Zone 3

Wednesday & Saturday

Zone 4

Monday & Thursday

Zone 5

Tuesday & Friday

Zone 6

Wednesday & Saturday



## WHITE GOODS

Large metal appliances, such as air conditioners, stoves, washers, dryers, refrigerators, cast iron plumbing fixtures, and water heaters are picked up by appointment on TUESDAYS ONLY.

Call 973-564-7060 to arrange for pick-up. Items must be placed at the curb after 7 P.M. the day before; State Law requires all doors and lids be removed from freezers and refrigerators prior to leaving them unattended at curbside.

## The Yard

Weekdays 8:30am to 2:30pm  
Saturday 8am to 12pm

Light plastic bags (grocery, newspaper, etc.) can be dropped off at the township yard near oil and anti-freeze igloos.

### MATERIALS ACCEPTED:

- Type 13/Bulky waste
- E-Cycling
- Herbaceous waste
- Oil

- NO COMERCIAL LANDSCAPERS ALLOWED IN YARD
- NO CLIMBING ON OR INTO BULKY WASTE BINS
- NO CLIMBING IN OR RUMMAGING THROUGH THE DISCARD PILE FOR BULKY WASTE
- NO LOITERING
- NO BOX TRUCKS OR TRAILERS OF ANY KIND ALLOWED IN YARD
- NO TRUCK OR VAN LOADS OF VEGETATIVE WASTE ARE PERMITTED IN THE PUBLIC WORKS YARD



## E-Cycling!

The Township of Millburn offers recycling of your electronics at the DPW Yard.

Computers • Answering Machines • Stereos • VCRs  
Radios • Telephones • Televisions • Video Equipment • Cell Phones • Scanners

*Essex County  
Sponsored*

## Household Hazardous Waste Collection

*Dates, Times  
and Locations Vary!*

Watch Local Papers  
or call the Essex County  
Utilities Authority at  
973-857-2350 Ext. 146

### What to Bring:

- Automotive Fluids including motor oil, antifreeze, brake transmission and steering fluids
- Gasoline
- Household fire extinguishers
- Fluorescent tubes and ballasts
- Mercury/mercury containing products
- Batteries (household and automotive)

### What NOT to Bring:

- Industrial and commercial waste
- Medical waste
- Infectious waste
- Latex Paint
- Radioactive waste
- Highly reactive materials
- Asbestos
- Empty containers
- Unlabeled or unidentifiable materials
- Explosives or ammunition

[www.ecuanj.com/index.htm](http://www.ecuanj.com/index.htm)

# Mandatory Curbside Recycling

## Recycling is to be done only at the curb.

The Township of Millburn (effective 8/1/2011) will no longer accept recyclable materials at the Public Works Yard. Please remember that recycling is **SINGLE STREAM**, meaning any acceptable materials can be placed in the same container and be put to the curb together. There is no need to separate recyclables.



### Material Accepted Curbside

- Plastics 1 through 7
- Glass, tin bi-metal, aluminum cans
- Cardboard
- Mixed paper



## Single Stream Recycling

- Zone 1: Monday
- Zone 2: Tuesday
- Zone 3: Wednesday
- Zone 4: Thursday
- Zone 5: Friday
- Zone 6: Saturday

### Single Stream Recyclables

- Clear, brown or green glass
- 1-7 plastics
- Tin bi-metal and aluminum cans
- Aluminum foil and aluminum baking pans
- Newspaper
- Brown paper bags
- Catalogs
- Chipboard boxes
- Corrugated boxes
- Colored paper
- Computer printout
- High grade paper
- Junk mail
- Magazines
- Holiday gift wrap
- Phonebooks

### Check List

- ✓ Material must be placed in reusable containers not to exceed 30 lbs.
- ✓ Corrugated boxes must be flattened and tied.
- ✓ Boxes and bundles can be no longer than 4'.
- ✓ No paperback or hardcover books
- ✓ No styrofoam in boxes
- ✓ No packaging materials unless #1-7 plastics

# Leaf Collection



This is the eighth year of the Township's Leaf Collection Program in accordance with regulations set forth through the New Jersey Department of Environmental Protection, Storm Water Management. We would like to thank you for your continued cooperation in making this program a success. Please read this letter carefully to gain a better understanding of the system and how best to comply.

Zone 2 will be the first zone to be collected this year (Zones will be rotated each year).

The leaf collection schedules for 2012 and 2013 are displayed on the following page. They will be used by the Millburn Department of Public Works for the next two years. This zoned leaf pickup schedule utilizes the same zones currently used for recycling pick up and trash. Leaves will be picked up three

times per zone between the months of October to December.

There are many benefits to this leaf collection system, including reduced flooding, less street congestion and increased driver visibility. Thank you in advance for your patience with this system. If you have any questions please call (973) 564-7074, the leaf collection hotline.

For your convenience, leaf collection magnets will be available at the Customer Service desk on the first floor of Town Hall and at the DPW Front Office.

If you live on a county road, recycling will be administered by Essex County, not Millburn Township (For information about the Essex County Leaf Collection program, please call **973-239-3366**).

## Vegetative Waste

### Curb Collection – No Plastic Bags!

**Grass clippings, small quantities of leaves, small tree branches, herbaceous waste and twigs may be placed in open containers at the curb for collection.**

- Containers must not exceed 30 lbs.
- Brown biodegradable bags are acceptable.
- All plastic bags must be emptied & removed from the site.
- Branches and/or brush must not exceed 3 feet in length and 4 inches in diameter and must be tied in bundles not to exceed 30 lbs.
- Twigs and branches placed in containers must not protrude beyond the container.
- Residents are limited to a total of 4 containers or 4 bundles per week.
- Do not place roots, stumps, logs, fence posts, or lumber at the curb. These items will not be picked up.
- There will be no Vegetative Waste Pickup or Brush Pickup from November 1st through February 28th.
- Residents may drop off at the DPW Yard year round.



## Christmas Tree Recycling

**Christmas trees will be recycled during the month of JANUARY.**

**Place tree at curb using the following guidelines:**

Remove all bags, garland, lights, ornaments and tree stand.

Remove all nails and wire used to secure tree.

If a tree bag is used, once at the curb remove bag and *recycle* it or place it in the garbage.

Leave at curb. Tree will be picked up and chipped.

Wreaths can be dropped off at the Township yard at the "Bulky Waste" area behind the DPW building.

\*If your tree is not picked up in an appropriate amount of time, please call 973-564-7060 to schedule a pick up.

### ZONE 2

#### OCTOBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	●	●	★	★	19	20
21	22	23	24	25	26	27
28	29	30	●			

#### NOVEMBER

S	M	T	W	T	F	S
4	★	★	★	★	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	●	●	

#### DECEMBER

S	M	T	W	T	F	S
2	●	★	★	★	★	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### ZONE 3

#### OCTOBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	●	●	★	★
21	22	23	24	25	26	27
28	29	30	31			

#### NOVEMBER

S	M	T	W	T	F	S
4	●	●	●	●	★	★
11	★	★	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

#### DECEMBER

S	M	T	W	T	F	S
2	3	●	●	●	●	★
9	★	★	★	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### ZONE 4

#### OCTOBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	●	●
21	★	★	24	25	26	27
28	29	30	31			

#### NOVEMBER

S	M	T	W	T	F	S
4	5	6	7	8	●	●
11	●	●	★	★	★	★
18	19	20	21	22	23	24
25	26	27	28	29	30	

#### DECEMBER

S	M	T	W	T	F	S
2	3	4	5	6	7	●
9	●	●	●	●	★	★
16	★	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### ZONE 5

#### OCTOBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	●	●	★	★	26	27
28	29	30	31			

#### NOVEMBER

S	M	T	W	T	F	S
4	5	6	7	8	9	10
11	12	13	●	●	●	●
18	★	★	★	22	★	24
25	26	27	28	29	30	

#### DECEMBER

S	M	T	W	T	F	S
2	3	4	5	6	7	8
9	10	11	12	●	●	●
16	●	★	★	★	★	★
23	24	25	26	27	28	29
30	31					

### ZONE 6

#### OCTOBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	●	●	★	★
28	29	30	31			

#### NOVEMBER

S	M	T	W	T	F	S
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	●	●	●	22	●	★
25	★	★	★	29	30	

#### DECEMBER

S	M	T	W	T	F	S
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	●	●	●	●	★
23	★	★	★	★	28	29
30	31					

### ZONE 1

#### OCTOBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	●	●
28	★	★	31			

#### NOVEMBER

S	M	T	W	T	F	S
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	●
25	●	●	●	★	★	

#### DECEMBER

S	M	T	W	T	F	S
2	★	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	●
23	★	25	●	●	★	★
30	★					

● - PUT LEAVES INTO THE STREET

★ - LEAVES WILL BE COLLECTED

## 2012 TOWNSHIP OF MILLBURN LEAF COLLECTION

You cannot place yard waste within 10 feet of a storm drain inlet.

Leaves can only be put into the street on circled, blue dates for your zone



Questions? Please call the Department of Public Works (973) 564-7062 www.twp.millburn.nj.us



### ZONE 3

#### OCTOBER

S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	●	●	★	★	★	★
20	21	22	23	24	25	26
27	28	29	●	●		

#### NOVEMBER

S	M	T	W	T	F	S
3	★	★	★	★	★	8
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	●	●	28	●

#### DECEMBER

S	M	T	W	T	F	S
1	●	★	★	★	★	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### ZONE 4

#### OCTOBER

S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	●	●	★	★
20	21	22	23	24	25	26
27	28	29	30	31		

#### NOVEMBER

S	M	T	W	T	F	S
3	●	●	●	●	★	★
10	★	★	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

#### DECEMBER

S	M	T	W	T	F	S
1	2	●	●	●	★	★
8	★	★	★	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### ZONE 5

#### OCTOBER

S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	●	●
20	★	★	23	24	25	26
27	28	29	30	31		

#### NOVEMBER

S	M	T	W	T	F	S
3	4	5	6	7	●	●
10	●	●	★	★	★	★
17	18	19	20	21	22	23
24	25	26	27	28	29	30

#### DECEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	●
8	●	●	●	★	★	★
15	★	★	★	★	★	21
22	23	24	25	26	27	28
29	30	31				

### ZONE 6

#### OCTOBER

S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	●	●	★	★	★	25
27	28	29	30	31		

#### NOVEMBER

S	M	T	W	T	F	S
3	4	5	6	7	8	9
10	11	12	●	●	●	●
17	★	★	★	★	22	23
24	25	26	27	28	29	30

#### DECEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	●	●	●
15	●	★	★	★	★	21
22	23	24	25	26	27	28
29	30					

# The following is the list of town roads by Zones.

These zones are will be utilized for garbage and recycling collection.

\*These county roads are serviced by Essex County for leaf collection.

## ZONE 1

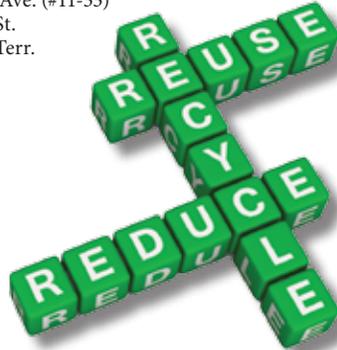
Adams Ave  
Audubon Court  
Barberry Lane  
Barnsdale Rd.  
Birch Lane  
Bishops Lane  
Brantwood Terr.  
Cambridge Dr.  
Chestnut Pl.  
Colonial Way  
Coniston Rd.  
Delwick Lane  
East Lane  
Falmouth St. (#7-25)  
Ferndale Rd.  
Forest Dr.  
Fetherbed Lane  
Gap View Rd.  
Hemlock Rd.  
Highland Ave.  
Hillside Ave.  
Hobart Ave. (#263-428)  
**\*Hobart Gap Road**  
Inverness Ct.  
Ironwood Ct.  
Jefferson Ave.  
Joanna Way  
Knollwood Rd.  
Lake Rd.  
Lake Shore Dr.  
Lakeview Ave.  
Madison Terr.  
Merrywood Ln.

Minnisink Rd. (#1-30)  
Montview Ave.  
Moraine Pl.  
Morris Tpk (#1010-1292)  
North Rd.  
Northern Dr.  
Nottingham Rd.  
Oxford Dr.  
Park Place  
Quaker Rd.  
Randall Dr.  
Roland Dr.  
Sherwood Rd.  
Shore Edge Ln.  
Slope Dr.  
South Terr.  
Swale Lane  
Taft Dr.  
Taylor Place  
Taylor Rd.  
Timber Acres Rd.  
Tulip Lane  
Twin Oak Rd.  
Union Way  
Washington Ave.  
Wayside  
Wells Lane  
West Rd.  
Western Dr.  
Windermere Terr.  
Wyndham  
York Terr.

## ZONE 2

Bailey Rd.  
Berkeley Rd.  
Cape Court  
Cedar St.  
Chestnut St.  
Clinton Ave.  
Clinton Pl.  
Cypress St.  
Edgewood Terr.  
Elm St.  
**\*Essex St.**  
Evergreen Terr.  
Fairview Rd.  
Glen Ave. (#8-200)  
Glenhill Lane  
Holmes St.  
Lackawanna Pl.  
Linden St.  
Locust Ave. (#11-33)  
Maple St.  
Maple Terr.

Main Street (#8-109)  
**\*Millburn Ave.**  
    (#258-416)  
Milton St.  
Mountain Ave.  
Myrtle Ave. (#5-134)  
Norwood Terr.  
Oakdale Ave.  
Pine St.  
Reeve Circle  
Ridgewood (#672-764)  
Rodman Ave.  
Rosedale Ave.  
Sagamore Rd.  
Spring Street (#158-161)  
Sunset Dr.  
**\*Wyoming Ave.**  
    (#325-460)



## ZONE 3

Addison Dr.  
Alexander Lane  
Arden Pl.  
Arlene Court  
Benson Court  
Briarwood Dr.  
Browning Rd.  
Byron Rd.  
Canoe Brook Rd  
Cayuga Way  
Chaucer Rd.  
Coleridge Rd.  
Country Day Dr.  
Chapel Hill Rd.  
Dale Dr.  
Deer Path  
Dorset Lane  
Dryden Terr.  
Denman Court  
Elsway Rd.  
Edwards Pl.  
Falmouth St.  
    (#50-100)  
Farbrook Dr.  
Farmstead Rd.  
Fielding Rd.  
Garden Court  
Hartshorn Dr.  
Harvey Dr.  
Hickory Rd.  
Highview Rd.  
Hampshire Rd.  
Keats Rd.

Lee Terr.  
Long Hill Dr.  
Laurel Ct.  
Lenape Rd.  
Minnisink Rd.  
    (#31-110)  
Mohawk Rd.  
Morningside Ct.  
Oswego Lane  
**\*Parsonage Hill Rd.**  
    (#160-570)  
Princeton Terr.  
Robert Dr.  
Saratoga Way  
Seminole Way  
Shawnee Rd.  
Shelley Rd.  
Sheridan Dr.  
Shirlawn Dr.  
Slayton Dr.  
Spenser Dr.  
Stewart Rd.  
Tennyson Dr.  
Thackeray Dr.  
Tioga Pass  
Westview Rd.  
**\*White Oak Ridge Rd.**  
    (#103-528)  
Wordsworth Rd.  
Wachtung Rd.  
Wildwood Dr.

## ZONE 4

Baltusrol Way  
Birchwood Dr.  
Bodwell Terr.  
Blaine St.  
Brookhaven Way  
Campbell Rd.  
Canterbury Lane  
Chatham Rd.  
Church St.  
Claremont Dr.  
Crescent  
Crescent Pl.  
Dameo Place  
Dogwood Dr.  
Douglas St.  
Duncan St.  
Elmwood Pl.  
Farley Pl.  
Ferncliff Terr.  
Forest Dr. South  
Glenwood Dr.  
Great Oak Dr.  
Haddonfield Rd.  
Hawthorne Rd.  
Hobart Ave. (#10-243)  
Homestead Ct.  
Idewill Terr.  
Inwood Rd.  
Lupine Way  
Main St. (#135-324)

Meadowbrook Rd.  
Mechanic St.  
Meeker Pl.  
Midhurst Rd.  
**\*Millburn Ave.**  
    (#418-587)  
Mt. Ararat Rd.  
Oakhill Rd.  
Oakview Terr.  
Ocean St.  
Old Short Hills  
Rd. (#14-65)  
Orchard St.  
Overlook Terr.  
Pinewood Ct.  
Pine Terr.  
Rector St.  
Ridge Terr.  
Short Hills Ave.  
Spring St. (#12-132)  
Station Plaza  
Stony Lane  
Taylor Rd. So.  
Taylor St.  
Wellington Ave.  
Whitney Rd.  
Willow St.  
Winding Way  
Woodcroft Pl.  
Woodland Rd.

## ZONE 5

Beech Terr.  
Bleeker St.  
East Willow St.  
Gilbert Pl.  
Greenwood Dr.  
Haran Circle  
Ivy Terr.  
Locust Ave. (#46-99)  
**\*Millburn Ave.**  
    (#72-269)  
Mountainview Rd.  
Myrtle Ave. (#153-180)  
Oval Rd.  
Parkview Dr.  
Rahway Rd.  
Rawley Pl.  
Ridgewood Rd.  
    (#770-964)  
River Lane  
So. Mountain Rd.  
Souther Slope Dr.  
Undercliff Rd.  
Walnut Ave.  
Whittingham Terr.  
Wittkop Pl.  
**\*WYoming (#505-532)**  
    (S. Mtn)

## ZONE 6

Alan Dr.  
Andover Dr.  
Athens Rd.  
Barry Lane  
Beechcroft Rd.  
Brooklawn Dr.  
Burnside Dr.  
Brookside Dr.  
Bruce Circle  
Bruce Path  
Clive Hills Rd.  
Cross Gates  
Deerfield Rd.  
Delbarton Dr.  
Dorison Dr.  
Dowd Dr.  
Dominic Ct.  
E. Beechcroft Rd.  
E. Hartshorn Dr.  
Eliot Pl.  
Exeter Rd.  
Fairfield Dr.  
Fairfield Terr.  
Farley Rd.  
Fox Hill Lane  
Fenton Dr.  
Glen Ave. (#200-326)  
Glen Brook Crest Dr.  
Great Hills Rd.  
Great Hills Terr.

Grosvenor Rd.  
Hamilton Rd.  
Hardwell Rd.  
Hillside Way  
Hilltop Rd.  
Holly Dr.  
Kean Rd.  
Kenilworth Dr.  
Kilmer Dr.  
Lancer Dr.  
Lawrence Dr.  
Martindale Pl.  
Marion Ave.  
Martindale Rd.  
N. Beechcroft Rd.  
Northbrook Dr.  
Noel Dr.  
Oakley Rd.  
Oaklawn Rd.  
Old Hollow Rd.  
**\*Old Short Hills Rd.**  
    (#176-532)  
**\*Parsonage Hill Rd.**  
    (#2-158)  
Park Circle  
Park Road  
Pilgrim Road  
Pond View Ct.  
Puritan Rd.  
Richard Dr.

Robbins Lane  
Rolling Hill Rd.  
Rippling Brook Drive  
Silver Spring Road  
Sinclair Terr.  
**\*So. Orange Ave.**  
    So. Beechcroft Road  
Sylvan Way  
Sparta Road  
Talbot Ct.  
Troy Lane  
Troy Dr.  
Tall Pine Lane  
Vincent Lane  
W. Beechcroft Road  
**\*White Oak Ridge Rd.**  
    (#524-622)  
Winthrop Rd.  
Woodcrest Ave.  
Woodfield Dr.

For missed pick-up of Recyclables, call Great Northern/Giordano Recycling at (732)-888-2009.

Hit #5 if you get a recording. Hit #1 to leave a message.



CO-MINGLED

MIXED PAPER

*Single Stream*  
**Recycling**

# 2014 POOL, GOLF & TENNIS Membership Application

PRSR STD  
ECRWSS  
U.S. Postage  
PAID  
EDDM Retail

Millburn Township Recreation Department  
C/O Customer Service  
P.O. Box 1034  
Millburn, NJ 07041  
[www.twp.millburn.nj.us/depatment/recreation.html](http://www.twp.millburn.nj.us/depatment/recreation.html)



## MILLBURN POSTAL CUSTOMER

### MAY 1<sup>st</sup> EARLY POOL REGISTRATION BONUS

**Register and pay Online or by mail and have a Photo on file\* by May 1<sup>st</sup> to receive a credit for (6) FREE POOL GUEST PASSES for family, (3) for individual & seniors (no free passes for applications completed or postmarked after May 1)**



***Enjoy Your Park Facilities!***

TO ALL  
MILLBURN / SHORT HILLS  
RESIDENTS



***Community Pass Online Registration***

**Online Registration is available to new and returning members.** For online registration, [Click Here](#) or go to <http://register.communitypass.net/millburn>. If you register by May 1<sup>st</sup> and have a photo on file for each family member\*, (an individual will not be “eligible for program”/cannot register unless a photo is uploaded/on file), your free pool guest passes may be redeemed directly at the pool (no mailing or emailing of links to free guest passes). You will receive an email receipt confirming your 2014 membership.

**\*Photo on file:** Returning members, who have a Photo Id Badge, and already have a photo on file, thank you. New members and returning members who never submitted a photo, in order to be **eligible to register** online, must upload a photo during the online registration process or you can mail in your completed application and include a passport type face portrait photo. You need to do this by May 1<sup>st</sup> in order to receive credit for free pool pass guest passes.

To view or confirm your photo on file, log in to your Community Pass account, click “Millburn Township Recreation” community, and click “Update Account Information”. Click on each family member’s name to view if you have a photo uploaded/on file. If there is no photo, you can edit/upload a photo. You can contact the Recreation Dept. at 973-564-7097 to confirm if your photo is on file.

**PAR 3: Opening day – April 1,** 9 hole, tree lined, and challenging course with holes ranging from 90 to 175 yards.

**MUNICIPAL POOL: Opening day – May 24**

Enjoy the Pool, Waterslide & Wading Pool with Walk in Entry & Water Umbrella! Pool amenities include a Modern Bathhouse, Family Changing Rooms, Large Shade Gazebo, Shade Trees & Large Shade Umbrellas and Concession Building with shaded seating!

**TENNIS COURTS: Photo ID Badge required beginning April 1** Courts located at Gero & Taylor Parks & Slayton Field

All new & returning members are encouraged to register Online using Community Pass.

**Duplicate Accounts:** You only need one Community Pass Account to register for either Recreation Dept. or School programs, however if you have created more than one account, you may have to merge accounts in order for your Photo ID Badges to work at the Pool & Golf Course. For directions how to merge duplicate accounts, [Click Here](#) or call the Recreation Dept. at (973) 564-7097.

**Register and pay Online or by mail and have a photo on file\* by May 1<sup>st</sup> to receive a credit for FREE POOL GUEST PASSES (6) for family, (3) for individual & seniors. Free passes may be redeemed at the pool (no free passes for applications missing photos or postmarked or completed after May 1).**

**RETURNING MEMBERS:** Keep your Photo ID Badge. DO NOT MAIL IN YOUR PHOTO ID BADGE(S)! If your children are ages 4 through 17, please read #5 below. If your registration includes a new child or a new childcare or associate member, you must upload their photo during your online registration, or if mailing in registration, include a color photo - close up face portrait with application & payment. For a new child, submit a copy of the child's birth certificate. Those registering online or by mail will receive an email receipt.

**NEW MEMBERS: (Those who have never registered for Pool, Golf or Tennis):** If you are registering online, you must upload a picture for each person in your family or else that person will "not be eligible for program". If mailing in application, mail or email us a color **jpg** photo – passport quality, approximately one inch by one inch close up face portrait. We will print your new Photo ID Badge (s) and mail the badge (s) to your residence. NOTE: one photo for each registered individual and, if mailing, please write the person's name on back of photo! If age 21 or under, a birth certificate copy is required; if age 62 or older & applying for senior citizen membership – proof of age is required (copy of senior's driver's license, etc.). Please black out your driver's license number. Allow **4 to 6 business days for processing**. The photos, documents and completed application must be received by received by May 1<sup>st</sup> in order to receive credit for free pool passes.

**ALL MEMBERS:** It is best to register online and upload your family member's photos if needed. When you are completing your online or mail in registration, it is very important that you provide us with your **current, valid email address**. No same day processing of applications dropped off at Town Hall! No use of facilities until your receipt is emailed or mailed back to you. Tennis Members will be mailed a 2014 tennis sticker for you to affix to your Photo ID Badge. Our email address, if needed, for photos or scanned copies of a birth certificate (if first time member) is [Photodoc@millburntwp.org](mailto:Photodoc@millburntwp.org). Those without a valid email address will be mailed a receipt.

#### **REMINDERS FOR THOSE WHO REGISTER BY MAIL:**

1. Please submit completed application, check and photos by May 1<sup>st</sup> to receive free pool guest passes. If photos are not included, your application is considered incomplete and will be returned which will result in a loss of free guest passes if photos are not received by May 1.
2. **New Members** must include one photo for each new member and a copy of birth certificate if registering new members age 21 or younger.
3. **All Members** must complete certification of residency on this application.
4. One check (no cash) for all activities including an optional Concert Donation, payable to "Millburn Recreation".
5. **Returning Members** with children ages 4 through 17 in 2014 who were issued their Photo ID Badge in **2010** or earlier, new replacement Photo ID Badges are required. Mail in your **child's old Photo ID Badge** and a current 1 inch by 1 inch close up, portrait photo of your child. Please write on back of photo, child's name & age. Your child's new badge will be mailed to you. If child's old Photo ID Badge is not returned, a \$10 lost badge fee must be submitted.

All other children must use their current Photo ID Badge. Note: Adults (and children not scheduled for a new Photo ID Badge in 2014) – keep your Photo ID Badge from year to year, do not discard.

***Thank you for your cooperation!***

## SWIMMING POOL

### **FAMILY MEMBERSHIP**

**FEE \$275.00**

Family includes: up to two adults living full time at the same Township residence and their unmarried children who have not reached their 22<sup>nd</sup> birthday by May 24 and whose permanent residence is Millburn Township. Each family membership purchased online or by mail on or before 5/1/14 will receive a credit of 6 free guest passes (redeem at the pool). For new family memberships, photos, copy of driver's license and birth certificate must also be submitted by 5/1/13.

### **INDIVIDUAL MEMBERSHIP**

**FEE \$148.00**

Available to individual residents of Millburn Township. An associate or child care membership must be purchased in conjunction with an individual membership purchase for those who are 9 years old or younger. Individuals must be 10 years of age or older by May 24, 2014 if applying without an associate or child care membership. Each individual membership purchased online or by mail on or before 5/1/14 will receive a credit of 3 free guest passes (redeem at pool). For new individual membership, photo, copy of driver's license and birth certificate, if applicable, must also be submitted by 5/1/13.

### **SENIOR CITIZEN MEMBERSHIP**

**FEE \$ 74.00**

Available to residents of Millburn Township age 62 or older by May 24 of the current year (proof required). Each Senior Citizen membership purchased by mail or online on or before 5/1/14 will receive a credit of 3 free guest passes (redeem at pool). For new or first time Senior membership, a photo and copy of driver's license must also be submitted by 5/1/13.

### **ASSOCIATE MEMBERSHIP**

**FEE \$180.00**

This category is for summer houseguests, child care providers and persons employed in the home. Sponsoring family or individual must have a membership and Associate members have full member privileges excluding free passes.

### **CHILD CARE MEMBERSHIP**

**FEE \$ 127.00**

This category is for child-care providers who may only use the pool when accompanied by a sponsoring family's or individual's child/children.

### **PAR-3 GOLF MEMBERSHIP**

Available to residents of Millburn Township

*Note: Employed In-town memberships are available, contact the Recreation Dept. for information.*

Individual 22 years. and over

**FEE \$ 80.00**

Individual 16-21 years.

**FEE \$ 42.00**

Individual 13-15 years.

**FEE \$ 21.00**

\*SPECIAL 10-12 years.

**FEE \$ 21.00**

\*must be accompanied by an adult and **must turn 10 by 12/31/14**

### **TENNIS MEMBERSHIP**

Available to residents of Millburn Township

Individual 22 years and over

**FEE \$ 60.00**

Individual 18-21 years

**FEE \$ 42.00**

\*Youth 8 thru 17 years

**FEE \$ 21.00**

**\*must turn 8 by 12/31/14**

### **REPLACEMENT PHOTO ID BADGE - \$10.00**

### **MILLBURN/SHORT HILLS SUMMER CONCERT SERIES**

We need your help to continue to provide the FREE Concert Series for our community. Last year residents enjoyed four Sunday evening concerts in Taylor Park. Donations may be included in one check or payment with your mail in or online membership registration and a receipt of your donation will be provided. **All donors** will be recognized in our Millburn Item "Thank you" ad.

<b><u>DONATION:</u></b>	<b>BRONZE</b>	<b>\$ 10.00 - \$ 24.00</b>
	<b>SILVER</b>	<b>\$ 25.00 - \$ 49.00</b>
	<b>GOLD</b>	<b>\$ 50.00 - \$249.00</b>
	<b>PLATINUM</b>	<b>\$250.00 &amp; OVER</b>

*Corporate Sponsorships are also available and include sponsor's name on Downtown & Park banners*





The Mobile  
Payment Network

## The State-of-the-Art Way to Park Designed to Simplify Parking



**mPay2Park** offers you quick and easy access to parking locations and other features with efficient and safe payment methods.



[www.mPay2Park.com](http://www.mPay2Park.com)



8 Capital Drive Wallingford, CT 06492  
For further information please call: 1-855-677-7275

## mPay2Park Benefits

- Parking facility locator on your mobile device.
- No need to worry about cash or credit card availability.
- Pay from the comfort of your own vehicle.
- Receive text message reminders.
- Ability to "Add Time" from anywhere.
- Utilize your e-wallet with participating merchants.
- Third-party merchant integration and validations.
- Unique Account Identifier Codes.
- Mobile App and Web access available.
- Support Call Center.

## How-to-Park

To start a parking session simply....

- Open our Mobile App or Mobile Site.
- Register/log into your account.
- Find/enter your location and duration.
- Click on "Start Now."
- Complete your session with "Stop Now."

Locations near you

Zip code

Map showing locations near you, including New York, Connecticut, and New Haven.

Locations

A

10

Search

Start Now

Select Zone/Activity

Enter Space/Designation

Select License Plate/Member#

Select Parking/Activity Duration

Current Parking/Activity

Zone/Activity

Space/Designation

License Plate/Member#

Time Left

DAYS HOURS MINUTES



[www.mPay2Park.com](http://www.mPay2Park.com)



8 Capital Drive Wallingford, CT 06492

For further information please call: 1-855-677-7275

# METERED PARKING REGULATIONS

All metered parking is enforced Monday to Saturday, 9:00 am to 6:00 pm, except Legal Holidays.

All metered parking in Millburn Township is at a rate of twenty-five cents (\$.25) per thirty (30) minutes. All meters and pay stations accept quarters, dimes, and nickels unless otherwise indicated below.

## Metered Street Parking

For your convenience, there is a 10 minute free parking button on all street parking meters. Metered street parking is available around Millburn and Short Hills for 1-and 2-hour limits. All street meters accept coins and tokens.

## Daily Parking Meters

Long-term (daily) parking meters are available in Lot #9 and on Chatham Road for a flat fee of \$5.00. These meters also require a Millburn Township Resident sticker until 12 noon. \$5.00 tokens may be purchased from the Millburn Free Public Library or Millburn Town Hall.

## Paystation Lot Parking

Paystation parking is available in Lots #1, #2, and #5. Each space is uniquely numbered allowing customers to pay for parking from any paystation in town, up to the maximum time limit.

## PAYSTATION OPERATION

Paystations in Lots #1, #2, and #5 accept credit or debit cards with the VISA or MASTERCARD logo, quarters, dimes or nickels, and Millburn .25 tokens. For your convenience, detailed instructions are listed on each machine in Lots #1, #2, and #5.

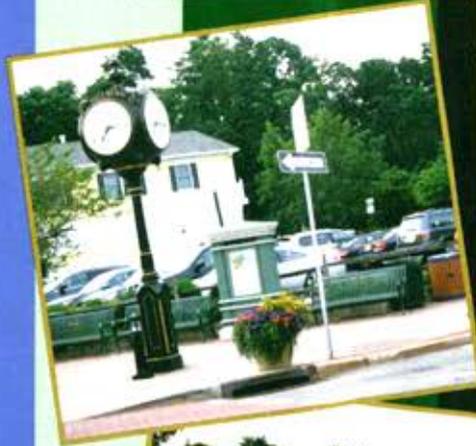
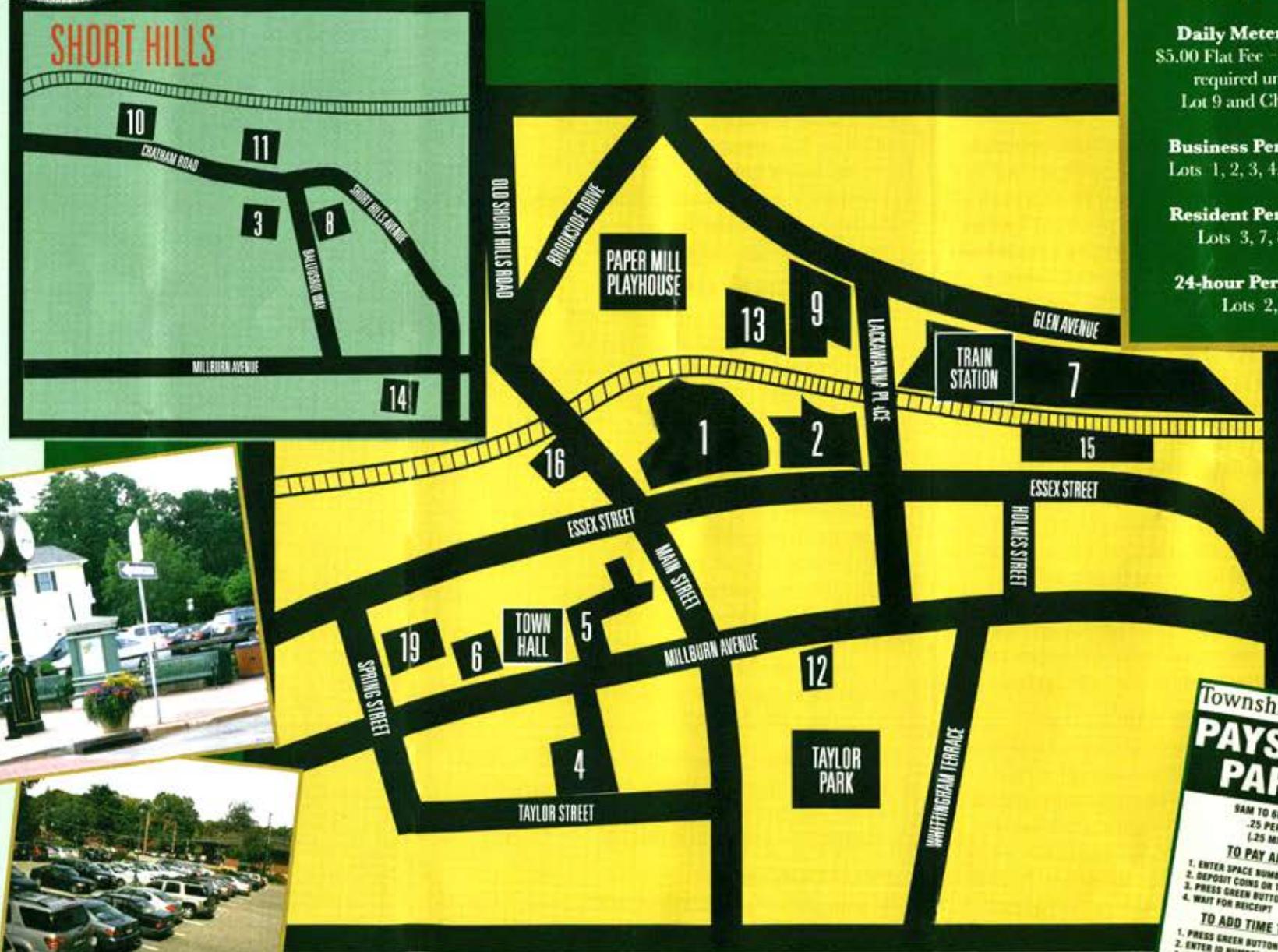
### Please remember to:

- Enter your correct space number
- Keep your receipt
- Note the time limit in each lot

**Note:** to add additional time to your space, press the green button and follow the add time procedure. You will need your ID number from your receipt and your space number. *If you don't follow the add time procedure, your space will be reset and you will lose any time previously purchased.*



# GUIDE TO THE LOTS



- Paystation Parking**  
Lots 1 and 2 (2-hour)  
Lot 5 (3-hour)
- Metered Parking Lot**  
Lot 12 (1-hour)  
Lots 14 and 15 (2-hour)  
Lots 3, 4 and 7 (3-hour)
- Daily Metered Parking**  
\$5.00 Flat Fee - Resident sticker required until 12 noon  
Lot 9 and Chatham Road
- Business Permit Parking**  
Lots 1, 2, 3, 4, 5, 6, 8, 14, 16
- Resident Permit Parking**  
Lots 3, 7, 8, 9, 10, 11
- 24-hour Permit Parking**  
Lots 2, 6, 7, 14

**Township of Millburn**  
**PAYSTATION PARKING**

SAM TO 6PM - MON TO SAT  
.25 PER 30 MINUTES  
(.25 MINIMUM FEE)

**TO PAY AFTER PARKING:**

1. ENTER SPACE NUMBER
2. DEPOSIT COINS OR TOKENS
3. PRESS GREEN BUTTON
4. WAIT FOR RECEIPT

**TO ADD TIME TO YOUR SPACE:**

1. PRESS GREEN BUTTON
2. ENTER ID NUMBER LOCATED ON YOUR RECEIPT
3. THEN PROCEED WITH STEPS ABOVE

IF YOU DON'T FOLLOW THE ADD TIME PROCEDURE, YOU WILL LOSE ANY TIME (ALREADY PURCHASED)



**Where do I vote? There are 17 locations. Find your address on the lists below and your polling district and it's location are listed.**

District 1 – St. Stephen's Church  
119 Main Street

<b>Street Name</b>	<b>Addresses</b>
Blaine Street	8-49
Bodwell Terrace	4-27
Church Street	10-76
Douglas Street	1-19
Duncan Street	1-23
Essex Street	257-380
Main Street	12-309
Mechanic Street	6-66
Meeker Place	11-27
Millburn Avenue	306-450
Ocean Street	10-48
Orchard Street	5B-19
Rector Street	10-104
Spring Street	12-132
Taylor Street	4-40
Whittingham Terrace	9-37
Willow Street	7-81

District 2 – Library  
200 Glen Avenue

<b>Street Name</b>	<b>Addresses</b>
Bailey Road	9-31
Berkeley Road	10-34
Brookside Drive	5-22
Cedar Street	43-94
Clinton Avenue	65=80
Clinton Place	4-77
Cypress Street	82-137
Elm Street	40-96
Fairview Road	2-38
Linden Street	43-99
Maple Street	44-175 2G
Maple Terrace	24-32
Mountain Avenue	44-95

Myrtle Avenue	5-99
Pine Street	43-94
Ridgewood Road	665
Sagamore Road	45-231
Wyoming Avenue	325-435

District 3 – Glenwood School  
325 Taylor Road South

<b>Street Name</b>	<b>Addresses</b>
Birchwood Drive	1-20
Brookhaven Way	251-270
Canterbury Lane	7-31
Chatham Road	104
Chestnut Place	5-21
Claremont Drive	1-31
Dogwood Drive	5-9
Elmwood Place	3-31
Highland Avenue	73-101
Inwood Road	11-22
Knollwood Road	65-120
Lupine Way	289-333
Meadowbrook Road	1-36
Morris Turnpike	784-806
Mt. Ararat Road	10-25
N Forest Drive	3-49
N Taylor Road	2-74
Northern Drive	2-45
Oak Hill Road	15-30
Oakview Terrace	66-102
Park Place	36-48
S Forest Drive	266-329
S Taylor Road	284-332
Stony Lane	69-83
Taylor Place	8
Wellington Avenue	17-62
Western Drive	42-90
Woodland Road	3-63

District 4 –Gero Park Rec Building  
335 White Oak Ridge

<b>Street Name</b>	<b>Addresses</b>
Addison Drive	5-97
Browning Road	21-105
Byron Road	3-57
Canoe Brook Road	32-144
Chaucer Road	2-18
Coleridge Road	2-28
Dryden Terrace	5-36
Edwards Place	3-11
Keats Road	5-55
Shelly Road	5-19
Sheridan Drive	7-9
Spencer Drive	2-81
Tennyson Drive	18-173
Thackery Drive	2-58
White Oak Ridge Road	127-203
Wordsworth Road	11-30

District 5 – Deerfield School  
26 Troy Lane

<b>Street Name</b>	<b>Addresses</b>
Cayuga Way	2-71
Chapel Hill Road	1-18
Deer Path	1-45
Farmstead Road	1-57
Great hills Road	135-139
Hickory Road	5-45
Lenape Road	1-7
Longhill Drive	357-506
Mohawk Road	69-160
Oswego Lane	4-25
Parsonage Hill Road	239-293
Saratoga Way	7-33
Seminole Way	2-76
Tioga Pass	6-29
Westview Road	1-110
White Oak Ridge Road	361-622

District 6 – Library  
200 Glen Avenue

<b>Street Name</b>	<b>Addresses</b>
B Millburn Avenue	111
Bailey Road	8-32
Cape Court	1-11
Chestnut Street	51-99
Cypress Street	7-81
Edgewood Terrace	2-28
Evergreen Terrace	4-19
Farview Road	1-29
Glen Avenue	20-158
Glenhill Lane	2-8
Linden Street	42-90
Locust Avenue	13-33
Millburn Avenue	104 #2-167 #1
Milton Street	19-70
Myrtle Avenue	42-134
Norwood Terrace	5-35
Oakdale Avenue	1-35
Reeve Circle	7-25
Ridgewood Road	680-763
Rodman Place	1
Rosedale Avenue	4-35
Sagamore Road	198-234
Sunset Drive	9-29
Wyoming Avenue	438-461

District 7 – South Mountain School  
2 Southern Slope Drive

<b>Street Name</b>	<b>Addresses</b>
A Lakeside Drive	10
B Lakeside Drive	52-66
Beech Terrace	1-20
Gilbert Place	2-5
Greenwood Drive	8-136
Haran Circle	1-44
Ivy Terrace	7-10
Lakeside Drive	2A-78B
Locust Street	74-93

Main Street	206A-324
Mountainview Road	16-104
Myrtle Avenue	172-180
Oval Road	1-69
Parkview Drive	33-56
Rahway Road	3-25
Ridgewood Road	816-958
River Lane	1-14
Southern Slope Drive	3-70
Undercliff Road	43-90
Whittingham Terrace	54-91

District 8 – Community Congregation  
200 Hartshorn Drive

<b>Street Name</b>	<b>Addresses</b>
Crescent Place	1-68
Delwick Lane	1-47
Gap View Road	1-27
Great Oak Road	1-88
Haddonfield Road	17-47
Hawthorne Road	4-48
Highland Avenue	10-55
Hillside Avenue	77-85
Hobart Avenue	10-211
Homestead Court	1-8
Inverness Court	1-27
Knollwood Road	7-47
Midhurst Road	1-22
Montview Avenue	30-66
N Forest Drive	6-60
Old Short Hills Road	29-39
Park Place	1-23
Pinewood Court	1-11
The Cres	4-35
Wells Lane	12-32
Whitney Road	1-102
Wyndham Road	3-102

District 9 – Glenwood School  
325 Taylor Road South

<b>Street Name</b>	<b>Addresses</b>
Baltusrol Way	22-90
Campbell Road	12-44
Dameo Place	11-25
E Pine Terrace	1-60
Elmwood Place	36-59
Farley Place	10-36 #1
Ferncliff Terrace	5-29
Glenwood Drive	10-31
Meadowbrook Road	38-103
Millburn Avenue	463#A-515
Overlook Terrace	1-20
Pine Terrace	43-45
Ridge Terrace	1-28
Short Hills Avenue	11 Suite #1-128
Short Hills Circle	1—55 #2B
W Pine Terrace	9-29
Wellington Avenue	70-122
Winding Way	2-54
Woodcroft Place	1-10
Woodland Road	2-88

District 10 – South Mountain School  
2 Southern Slope Drive

<b>Street Name</b>	<b>Addresses</b>
Locust Avenue	48-70
Millburn Avenue	176 #1-311
Mountainview Road	3, 11-103
Myrtle Avenue	150-171
Parkview Drive	1-32
Rawley Place	2-54
Ridgewood Road	785-799
S Mountain Road	7-35
Undercliff Road	7-40
Walnut Avenue	32-47
Whittingham Terrace	14-44
Wittkop Place	6-18
Wyoming	505-530

District 11 - Community Congregation  
200 Hartshorn Drive

<b>Street Name</b>	<b>Addresses</b>
Adams Avenue	10-49
Barberry Lane	1-26
Beechcroft Road	2-16
Birch Lane	14-88
Delbarton Drive	6-34
E Beechcroft Road	2-15
E Hartshorn Drive	5-60
East Lane	2-25
Elsway Road	10-22
Fox Hill Lane	1-25
Great hills Road	1-45
Grosvenor Road	5-55
Hartshorn Drive	18-225
Highland Avenue	40-218
Hilltop Road	1-61
Jefferson Avenue	7-80
Joanna Way	2-65
Kenilworth Drive	1-48
Lake Road	2-100
Madison Terrace	18-26
Montview Avenue	9-59
N Beechcroft Road	7
N Forest Drive	90-150
N Pond Drive	5
Oaklawn Road	1-10
Old Short Hills Road	165-303
Parsonage Hill Road	1-151
S Beechcroft Road	1-26
Shirlawn Drive	5-19
Shore Edge Lane	1-9
Stewart Road	125-140
Taft Drive	1-21
W Beechcroft Road	2-49
Western Drive	7-30
Woodfield Drive	1-115

District 12 – Deerfield School  
26 Troy Lane

<b>Street Name</b>	<b>Addresses</b>
Andover Drive	1-26
Deerfield Road	1-25
Dorison Drive	5-66
Eliot Place	1-12
Exeter Road	1-44
Fairfield Drive	1-148
Fairfield Terrace	2-58
Fenton Drive	1-32
Great Hills Road	10-72
Great Hills Terrace	8-40
Hamilton Road	2-10
Kean Road	1-90
Kilmer Drive	1-37
Lawrence Drive	6
Martindale Road	5-55
N Brook Drive	1-2
Noel Drive	7
Old Hollow Road	77-97
Old Short Hills Road	272-532
Pilgrim Road	1-59
Pond View Court	10
Puritan Road	1-17
S Orance Avenue	873-998
Silver Spring Road	2-137
Sinclair Terrace	2-50
Talbot Court	1-55
Tall Pine Lane	2-39
Troy Drive	52-90
Winthrop Road	1-80

District 13 - Gero Park Rec Building  
335 White Oak Ridge

<b>Street Name</b>	<b>Addresses</b>
½ Brandtwood Terrace	6
Addison Drive	6-92
Audubon Court	9-30

Bishops Lane	1-20
Brantwood Terrace	1-10
Byron Road	56
Cambridge Drive	1-63
Colonial Way	14-62
Coniston Road	9-75
Falmouth Street	7-25
Hartshorn Drive	321-423
Hemlock Road	1-117
Hobart Avenue	263-428
Hobart Gap Road	12-48
Ironwood Road	1-6
Lakeview Avenue	14-60
Merrywood Lane	11-65
Minnisink Road	55-95
Moraine Place	1-19
Morris Turnpike	862-1070
N Taylor Road	7-71
North Road	7-44
Oxford Drive	333-366
Quaker Road	4-38
Randall Drive	1-26
Roland Drive	2-27
Sloope Drive	1-121
South Terrace	1-105
Swale Lane	7
Tulip Lane	1-17
Twin Oak Road	1-60
Union WAY	14
Wayside	14-21
West Raod	1-91
Western Drive	103-205
White Oak Ridge Road	57-105
Windermere Terrace	2-66

District 14 - Community Congregation  
200 Hartshorn Drive

<b>Street Name</b>	<b>Addresses</b>
65 Slayton Drive	5
Arden Place	9-26
Benson Court	1-12

Briarwood Drive	2-46
Country Day Drive	1
Dale Drive	245-286
Denman Court	2-14
Dorset Lane	5-36
Falmouth Street	51-100
Garden Court	10-11
Hartshorn Drive	220-394
Highland Avenue	121-205
Lee Terrace	6-43
Longhill Drive	157-350
Minnisink Road	1-100
Moraine Place	10-14
Parsonage Hill Road	188-226
Robert Drive	2-36
Slayton Drive	6-65
Stewart Road	6-105
Western Drive	61-91
White Oak Ridge Road	180-334

District 15 - Community Congregation  
200 Hartshorn Drive

<b>Street Name</b>	<b>Addresses</b>
½ Old Short Hills Road	236
Alan Drive	1-21
Barnsdale Road	2-54
Brooklawn Drive	1-33
Burnside Drive	4-22
Cross Gates	1-24
Delwick Lane	6-48
Farley Road	2-125
Ferndale Road	5-20
Glen Avenue	214-326
Glen Brook Crescent Drive	22-48
Hardwell Road	4-23
Hillside Avenue	5-80
Hillside Way	17-27 #1
Hobart Avenue	15-89
Jefferson Avenue	14-58

Marion Avenue	4-34
Nottingham Road	1-62
Old Hollow Road	74-102
Old Short Hills Road	14-250
Park Circle	7-23
Park Road	2-37
Sherwood Road	2-38
Washington Avenue	1-40
Woodcrest Avenue	1-60
York Terrace	5-12

District 16 - Deerfield School  
26 Troy Lane

<b>Street Name</b>	<b>Addresses</b>
Athens Road	3-94
Barry Lane	1-12
Bruce Circle	5-12
Bruce Path	2-33
Clive Hills Road	1-42
Dominic Court	10-16
Far Brook Drive	11-101
Great Hills Road	51-148
Great Hills Terrace	5-45
Hampshire Road	7-21
Hartshorn Drive	88-180
Hickory Road	8-38
Highview Road	1-41
Holly Drive	4-53
Lancer Drive	2-10
Laurel Court	3-11
Lawrence Drive	7-151
Longhill Drive	360
Mohawk Road	11-104
Morningside Court	9-15
Parsonage Hill Road	165-225
Princeton Terrace	1-15
Richard Drive	2-51
Rippling Brook Drive	2-44
Robbins Lane	7-17
Rolling Hill Road	1-20
S Orange Avenue	1025
Saratoga Way	10-30

Seminole Way	1-77
Shawnee Road	3-20
Sparta Road	10-35
Sylvan Way	1-30
Tioga Pass	7-15
Troy Drive	3-91
Troy Lane	9-21
Vincent Lane	11-16
Watchung Road	6-45
Westview Road	65-115
Wildwood Drive	11-38

District 17 - Gero Park Rec Building  
335 White Oak Ridge

<b>Street Name</b>	<b>Addresses</b>
Alexander Lane	2-15
Arlene Court	7-12
Browning Road	2-104
Canoe Brook Road	1-112
Fielding Road	1-22
Harvey Drive	34-70
John F Kennedy Pky	41
Keats Road	6-60
Parsonage Hill Road	349-461
Passaic Avenue	226
Sheridan Drive	10-16
Spencer Drive	66-78
Tennyson Drive	156-160
Thackery Drive	3-53
White Oak Ridge Road	217-309
Wordsworth Road	41-54