



# TOWN OF NEWTON



# ANNUAL REPORT 2020

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Created / Edited by Terri Oswin, Kat Alcock, & Thomas S. Russo, Jr.

April 2021

**Dear Council Members and Residents of Newton:**

In accordance with State statute, I am honored to present Newton's Annual Report for 2020. This 61<sup>st</sup> Annual Report outlines and describes the responsibilities and accomplishments of each municipal department. Newton continues to enjoy a reputation as a premier municipality in Sussex County, thoughtfully planned with a vibrant downtown, extraordinary restaurants & shoppes, parks, schools, and neighborhoods. Much of our success stems from the day-to-day operations detailed throughout this report.

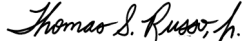
Newton is served by 60 full-time and 81 part-time/seasonal employees, spread over several departments and the municipal court. As with most New Jersey towns, we are further dependent upon an ever increasing number of civic-oriented residents serving as volunteers on boards, committees, commissions, and recreational programs. The combined efforts of all staff and volunteers have a profound, positive impact on the quality of life for Newton and its citizens. If you are not already volunteering, please consider doing so as your time, talent and efforts make a big difference!

**2020 was another successful year as we (partial listing):**

- ◆ Adopted a municipal budget with a nominal increase
- ◆ Successfully maintained full operations during the COVID-19 pandemic
- ◆ Participated in CENSUS 2020
- ◆ Refunded MCIA Bond for a savings of \$388,000
- ◆ Revised ordinance for property maintenance standards
- ◆ Revised ordinance for parking and driveway standards
- ◆ Negotiated a \$28,000 annual voluntary community service contribution from SCCC
- ◆ Continued special events like Flags of Honor, Fall Festival, Halloween, Tree Lighting
- ◆ Reconstructed the Town Pool and opened for an abbreviated season
- ◆ Made changes to 56 Paterson Avenue and Merriam Gateway Redevelopment Plans
- ◆ Adopted the Redevelopment Plan for 121 Water Street
- ◆ Gave approval for the new Farm Store on Route 206
- ◆ Presented a ZOOM event on PILOTs
- ◆ Approved a new gas station at Weis Supermarket
- ◆ Promoted new chief, new lieutenants, new sergeants, and hired new officers in Police Department
- ◆ Opened the new Firehouse No. 2 on Woodside Avenue
- ◆ Created new paving surface and ramps for Halsted and Madison
- ◆ Upgraded sewer main on Lower Spring Street
- ◆ Paved driveway for NFAS
- ◆ Developed succession planning for both DPW and Police Department
- ◆ Held our 1<sup>st</sup> Municipal Election in November

I want to thank our Town Council, Department Heads, staff and volunteers for the excellent job they do on behalf of the people of Newton and for allowing me the opportunity to serve as your Town Manager. Our elected Council members, municipal employees, and volunteers are grateful to serve you and will continue to provide the excellent services, programs, facilities, and leadership necessary to move our community forward by doing things the right way. We all take pride in our 2020 accomplishments and look forward to an even more productive and successful 2021. May you be safe, well, and prosperous.

**Yours for a Better Newton,**



**Thomas S. Russo, Jr., MPA, CPM  
Town Manager**

## **WATER AND SEWER UTILITY**

The Newton Water and Sewer Utility operates on a self-sustaining basis with income received from Utility rates and miscellaneous receipts.

The Town's surface water supply is the Morris Lake reservoir located in Sparta Township. This has been Newton's water source since the early 1900s. Water Department personnel operate and maintain the water system, performing quarterly water meter readings, and inspecting all fire hydrants semi-annually. The Water Department personnel are out each quarter doing leak detection to help maintain our unaccounted for water number.

The wastewater treatment plant with a capacity to treat 1.4 million gallons per day, processed an average of .857 million gallons of wastewater flow each day in 2020. Plant personnel are responsible for operating four sewer pump stations and over 20 miles of sewer collection lines. Newton consistently performs within its DEP permits.

Due to leak detection being discovered the Town's total unaccounted for water is under the NJDEP requirement of 15%. The Town of Newton is currently at 14.5% unaccounted for water.

The water filtration plant at Morris Lake continues to provide the residents of Newton with great tasting water. The Town of Newton continues its extensive flushing program to stay in compliance for disinfection by-products. There were no maximum contaminant level exceedances for disinfection by-products for 2020. Average water use for the 2020 year was 762,000 gallons a day. Newton also met the lead and copper rule limits again this year. Newton performs 9 total coliform tests monthly with results coming back negative.

In 2020, the water filtration plant upgraded the battery backup system as well as one of the older air compressors.

In 2020, the wastewater department received a new EnviroSight Rovver X camera system for sanitary sewer inspections.

Joseph Carr is the Licensed Operator for the Wastewater Treatment Plant, Water Treatment Plant, Sewer Collection System and Water Distribution System.

The Water and Sewer Department can be reached at 973-383-2090. For questions regarding your utility bill please call 973-383-3521 ext. 240.

## Equipment/Projects

A new Kubota mini excavator was purchased this year. It is a vital and versatile piece of machinery that is used in many jobs we have. Whether it is out on a water leak, repairing a basin, laying pipe, or in use with landscaping projects it can be seen on most jobsites were ever they may be. The department continues to upgrade and improve our storm water system throughout Town. New basins were built and many pieces of pipe were replaced. Crews also continued the work on the trail project connecting the Sussex Branch Trail. New paths were laid out and drainage was completed. We look forward to see what 2021 brings with hopefully the final touches on what is a great addition to the Town.

## Recycling

Twice each year in June and December, a recycling schedule is mailed to Newton residents with the dates when the Town will be collecting co-mingled glass, plastic, and recyclable cans at the curb. All items to be recycled should be rinsed clean, caps and rings should be removed, and the items should be placed in a waterproof container at the curb. Containers used for mixed recycling should be **no larger than 35 gallon garbage containers.** Cardboard boxes and paper or plastic grocery bags are not acceptable containers.

Co-mingled recyclables include glass jars, bottles, aluminum cans and tin-plated steel cans, plastic clear and green soda bottles, milk, water or cider containers, shampoo and hair conditioner bottles, liquid laundry soap bottles, fabric softener and bleach bottles, and plastics with a recycling symbol on the bottom. Newspapers to be recycled must be dry and tied in bundles. On curbside collection dates when it is wet or rainy, newspapers will not be picked up.

Newspapers, corrugated cardboard, office paper, magazines, aluminum and foil pie plates, as well as co-mingled recyclables defined above, may be brought to the Recycling Center on South Park Drive by Newton residents on Tuesdays and Thursdays between 8:00am and 4:00 PM, or Saturdays from 8:00 AM to 1:00 PM. Any questions can be directed to our office at 973-383-4160. Recycling is mandated by New Jersey State Law. However, the law does not require local governments to provide a curbside collection program. The Town of Newton offers the service, at no cost to taxpayers, for the convenience of its citizens, through the assistance of the Public Works Department.

## NEWTON DIRECTORY OF OFFICIALS

### Municipal Building

Main Phone No.....973-383-3521

### Deputy Town Manager/ Deputy Clerk

Teresa A. Oswin.....Ext. 224

### Tax Assessor

Scott J. Holzhauer.....Ext. 225

### Planning / Zoning

Katherine Citterbart. ....Ext. 227

### Town Manager

Thomas S. Russo, Jr. ....Ext. 228

### Recreation Supervisor

Sherri Kaylani .....Ext. 231

### Municipal Clerk / Registrar of Vital Statistics

Lorraine A. Read .....Ext. 232

### Treasurer

Ginny Raftery .....Ext. 233

### Community Development

Kimberly Williams.....Ext. 234

### Tax Collector

Theresa Schlosser.....Ext. 239

### Utility Collector

Jacki Shackleton .....Ext. 240

### Chief Financial Officer

Monica Miebach.....Ext. 241

### Municipal Court Administrator

Kathy Quinn.....Ext. 242

### Human Resources

Jennifer A. Dodd .....Ext. 254

### Code Enforcement

Bernie Hattersley .....Ext. 256

### Qualified Purchasing Agent

Sean P. Canning.....862-228-3563

### Construction

Joseph Butto ..... 973-823-7020  
.....Ext. 9001

### Fire Prevention Official

Virgil Rome .....973-579-0389

### Fire Chief

Michael Razzano.....973-277-0459

### Police Chief

Robert Osborn .....973-383-2525

### Public Works Director

Kenneth Jaekel.....973-383-2090

### Assistant Public Works Supervisor

Adam Vough .....973-383-4160

### Senior Citizen Coordinator

Clara Walters .....973-579-2018

### Town Attorney

Eric M. Bernstein.....732-805-3360

### Municipal Judge

Hon. James Sloan.....908-813-2878

### Municipal Prosecutor

Jonathan McMeen ...973-729-1880

### Municipal Public Defender

Daniel Agatino .....973-579-5700

### Town Engineer

Harold E. Pellow.....973-948-6463

### Town Planner

Jessica Caldwell.....973-300-5060

Recycling Center .....973-383-1521

[newtontownhall.com](http://newtontownhall.com)

#newtonnj

@GoNewtonNJ

## OUR TOWN COUNCIL

### MAYOR

**Matthew S. Dickson**

Term 12/31/2022

### DEPUTY MAYOR

**Jason J. Schlaffer**

Term expires 12/31/2022

### COUNCIL MEMBERS:

**John-Paul E. Couce**

Term expires 12/31/2024

**Sandra Lee Diglio**

Term expires 12/31/2022

**Michelle J. Teets**

Term expires 12/31/2024

The Newton Town Council typically meets on the 2nd & 4th Monday of every month. All meetings are held at 7:00 PM in the Council Chambers located on the first floor of the Municipal Building at 39 Trinity Street, Newton unless otherwise noticed. Meetings are open for public attendance and comment.

### TAX DUE DATES

Real estate taxes are due February 1, May 1, August 1, and November 1 each year. Interest of eight percent (8%) is charged after the due dates; eighteen percent (18%) interest is charged for taxes due over \$1,500.00. Taxes are payable without penalty within ten (10) days of the due dates.

## UTILITY DUE DATES

Water and Sewer Utility bills are due March 25, June 25, September 25, and December 25. A 10% penalty is charged on current quarter billings that are not paid during the month in which they are due. The Town has a water shut-off policy it strictly enforces on delinquent accounts.

## HOLIDAYS

Municipal offices are closed on these legal holidays: New Year's Day; Dr. Martin L. King, Jr. Day; Presidents' Day; Good Friday; Memorial Day; Juneteenth; Independence Day; Labor Day; Columbus Day; General Election Day; Veterans' Day; Thanksgiving Day; Day After Thanksgiving; Christmas Eve, & Christmas Day.

## MUNICIPAL MEETINGS

All meetings are conducted at the Municipal Building, 39 Trinity Street. Dates and times of all meetings are posted on the official bulletin board in the lobby of the Municipal Building and on the Town's website:

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



Please visit our website [www.newtonpolice.org](http://www.newtonpolice.org) and visit us on social media to see the many other services provide by the Police Department. View information about our activity which is updated on a daily basis and published to a map via a service called Crime Reports to a page on our website. As we strive to constantly improve the quality of law enforcement services provided, we look forward to ongoing public support and cooperation as we do our part to help make Newton continue to be a great place to raise a family and to conduct business.

## PUBLIC WORKS DEPARTMENT

Despite the turbulent year due to the coronavirus pandemic the Public Works Department maintained its normal busy schedule during the 2020 calendar year, devoting one day each week (Tuesday) to collecting recyclable items at the curb, in accordance with past practice. For a short period of time curbside recycle was shut down but it resumed business as usual after one month. Staff take all safety precautions to protect themselves and keep providing all the services the residents expect. In addition, DPW staff carried out all of the routine maintenance activities during 2020. They also conducted a Spring and Fall Leaf and Brush Collection Program in which the crew collected leaves and brush that were placed at the curb in bio-degradable bags, lasting each time for approximately six weeks.

A sweeping schedule was maintained throughout 2020. Crews sweep the entire Town once a month while the downtown area is maintained once to twice a week. Garbage collection and litter patrol on Spring Street is done on a daily basis. Storm basins are inspected yearly and crews rigorously repair/rebuild throughout the year weather permitting. Routine road work is also done throughout the year which includes pothole repair, crack sealing, and minor resurfacing projects.

The DPW crew has focused on maintaining and caring for the parks in Town during 2020, litter and garbage was regularly picked up throughout the parks. Crews continue to be scheduled on Saturdays for park maintenance. Crews also routinely disinfect town vehicles each morning to help protect our staff against the coronavirus.

The Public Works Department, along with the Water and Sewer Division, fixed numerous breaks and leaks that occurred throughout the year.



continued to conduct cooperative investigations with Detectives from the Sussex County Narcotics Task Force, most notable "Operation Shutdown" which occurred during the summer months. While most often these investigations end with an arrest and the filing of criminal charges, Detectives continued to refer individuals to the CLEAR Program, which provides them

with information and resources for substance abuse recovery.

Detectives also coordinate Project Medicine Drop, a program designed to help halt the abuse and diversion of prescription drugs. Residents can anonymously and safely dispose of their unwanted or expired medications. We collected, secured and arranged for the destruction of 543 pounds of medications in 2020.

Working cooperatively, the three Detectives remain available for duty call-out at any time, every day of the year whenever crimes occur. Detectives receive and coordinate responses or necessary follow-up to anonymous tips through our Text-A-Tip service. They process crime scenes for latent evidence. Detectives are specialists in conducting interviews and interrogations, preparing search warrants and criminal complaints. The investigative strength, diligence, determination and inter-agency cooperation of the Detectives at the Newton Police Department continually yields successful outcomes for investigations into the most serious criminal activity and help keep Newton safe.

Police Department success is tied to the support we receive from the community we serve. With this in mind, "we'll continue to engage the public and communicate information about our activities in an effort to enhance our community partnership.



## FINANCE DEPARTMENT

The Finance Department is overseen by Monica B. Miebach, CMFO/Finance Director. Financial reporting to the Mayor and Council and to federal and state regulatory agencies is done in accordance with State statutes and Local Finance regulations. Other responsibilities include cash receipts/investments/flow analysis, short-term financing, budget management, supervision of salary calculations/payments/reporting, grant reporting, and functions regarding insurance and employee benefits.

### The 2020 Municipal Budget expenditures were:

Salaries and Wages .....	\$4,479,207
Operating Expenses.....	2,719,863
Capital Improvements .....	213,141
Statutory Expenditures.....	1,273,946
Debt .....	2,323,807
Reserve for Uncollected Taxes.....	525,508
<b>Total 2020 Municipal Budget Expended</b>	<b>\$11,535,472</b>

### Water/Sewer Utility Budget expenditures for 2020 were:

Salaries and Wages .....	\$973,498
Operating Expenses.....	1,838,438
Capital Improvements .....	627,934
Statutory Expenditures.....	92,504
Debt .....	638,206
<b>Total 2020 W/S Utility Budget Expended</b>	<b>\$4,170,580</b>

	<u>Municipal Budget</u>	<u>Utility Budget</u>
<b>2020 Interest Earned</b>	\$42,771	\$37,704
<b>12/31/2020 Surplus Balance</b>	\$2,922,773	\$2,064,276

### Utility Collection Division

The Utility Collection Division handles the quarterly billing of water and sewer usage. Utility bills are usually mailed Feb 25, May 25, Aug 25, and Nov 25 with payment due within 30 days. 2020 revenue totals are listed below:

Rents	\$4,068,984	Water Serv. Turn On/Off	2,015
Water/Sewer Connections	3,800	Water/Sewer Taps	21,866
Sprinklers	35,675	Meter Tests	0
Final Readings	4,801	Meters Sold	4,500
Hydrants	35,675	Frozen Meter Charges	1,500
Returned Check Fees	80	Delinquent Shut Off	0
Penalty	0	Construction Water	400
		<b>Total Revenues</b>	<b>\$4,197,296</b>



## **Tax Assessment**

The Tax Assessing Office is responsible for establishing and maintaining the assessed value for all real estate within the Town of Newton. The Assessor receives a copy of all building permits filed within the Town and makes inspections during the summer months to determine any changes in value resulting from new construction. Added Assessments resulting from new construction and/or renovations are levied by October 1, with a separate additional tax bill following by October 15. New construction that is not completed as of October 1 is carried as a "partial assessment" on the following year Tax Book.

Commercial property owners are requested to provide information each year pertaining to the operation of their real estate. The request for this information, known as Chapter 91, occurs each year during early summer and is returnable within 45 days of initial mailing. Failure to return this information in a timely fashion will result in an inability to file an appeal challenging the assessment on "valuation" grounds.

During December, the Assessor announces a date and time when the Tax Book will be available for review by the public (typically Christmas week). This provides the public with an opportunity to review any property assessments before those figures are filed with the Sussex County Board of Taxation. The County Tax Board adopts the Official Tax Book by January 10 of each year. Property owners receive written notification of their current assessment each year in February via postcard. Please do not rely on the "taxes billed/paid" section when preparing your income tax. That information is not provided by the Collector and may not be accurate with respect to the actual taxes paid during the prior calendar year (especially if you had a prior appeal judgment or recent added assessment).

The last Reassessment was conducted during 2013 of all properties in response to the continued decline in the housing market at that time. New assessments were established for 2014 reflecting the estimated Market Value of property as of October 1, 2013. These assessments currently remain in place. The assessment ratio for upcoming Tax Year 2021 is 89.45%, which is down slightly from the prior year. This indicates a moderate increase in property value, likely a by-product of the health pandemic and the increase in housing demand due to the outward migration of people from NYC and the surrounding urban areas.

The deadline for filing tax appeals to challenge the 2021 assessment of any property within the Town is April 1, 2021. A

investigating liquor licenses transfers and for conducting ABC enforcement and inspections of the 10 licensed premises in the Town of Newton.

Det. Russell Post and Sgt. Thomas Tosti perform the function of Juvenile Officer and serve as a liaison to our schools. Det. Post assists with juvenile/family crisis incidents, maintains State required records related to juvenile delinquency cases and administers the stationhouse adjustment program for eligible juvenile offenders. Nine (9) juveniles were taken into police custody in 2020. Det. Post also instructs the L.E.A.D. program (Law Enforcement Against Drugs) to 5<sup>th</sup> grade students at Halsted Middle School which unfortunately was abbreviated to 6 weeks in 2020 due to the pandemic. He also oversees our crime prevention program and is frequently seen at various community events with Lt. VanNieuwland, who is a certified Child Safety Seat Installer, providing another valuable service to our residents.



The department's Domestic Preparedness function is also handled by the Detective Bureau; planning and exercising of drills at each of the schools for lockdowns, shelter-in-place or evacuations in the event of an emergency. Domestic preparedness also involves training for response to an Active Shooter Incident, meeting regularly and public safety planning with facilities such as the Newton Medical Center and the Sussex County Community College as well as other businesses and churches in Town.

### **Investigations Involving Digital Evidence**

As the number of criminal investigations involving digital evidence such as electronic devices and social media continues to climb, the importance of proper collection of digital evidence has never been greater. Our Detectives have continued to implement best practices in the collection and analysis of digital evidence to ensure thorough and effective investigations. Through a commitment to continued training, Detectives continue to employ the latest in investigative techniques and provide top quality service to victims of crime.

### **Cooperative Narcotics Investigations**

During 2020, Detectives from the Newton Police Department



### Detective Bureau

The day to day direction of the Detective Bureau is managed by Detective Sergeant Thomas Muller. DSG. Muller was a past recipient of the Detective of The Year Award in 2011. He also reviews and prepares required classification and reporting for Uniform Crime Reports. With this responsibility, he supervises two Detectives; Detective Daniel Finkle and Detective Russell Post. Each year, the Department handles many complicated cases and major crimes, and it is generally left to the members of the Detective Bureau to follow through on these challenging investigations, until they are successfully prosecuted, a process that can often take several years.

Detectives are involved in numerous criminal investigations. They collect and analyze intelligence, develop informants and work cooperatively with Detectives from the Sussex County Guns, Gangs & Narcotics Task Force, our neighboring jurisdictions, the State Police, State Parole and other law enforcement agencies; County, State and Federal. Detectives monitor and track register sex offenders subject to Megan's Law. They collect, store, inventory and arrange for appropriate disposition of all property and evidence that is found or seized by members of the Police Department. Detectives also have the responsibility for

TAX YEAR 2021 - RATABLE BASE BREAKDOWN TOWN OF NEWTON			
Property Type	No. Line Items	Assessed Value (\$)	% of Total
Vacant Land	91	8,283,300	1.394%
Residential (w/ Farm Bldgs)	1,995	369,516,200	62.182%
Qualified Farmland	11	42,600	0.007%
Commercial	231	164,734,300	27.721%
Industrial	11	13,491,100	2.270%
Apartment	27	38,181,500	6.425%
Personal Property (telephone)	2	488	0.000%
<b>NET VALUATION TAXABLE</b>	2,368	594,249,488	100.000%
Exempts (all classes)	178	290,231,600	
Equalization Ratio (2021)		89.45%	
Tax Rate (Prior Year 2020)	\$4.423	(per \$100 of Assmt)	

helpful document entitled **"Tax Appeal Filing Procedure"** is available on the municipal website through the Tax Assessor's Department link (under the Finance Dept.) and should be consulted prior to filing any regular assessment appeal. Additionally, questions regarding the appeal procedure can be researched further through the County Tax Board website at: <http://www.sussex.nj.us/cit-e-access/webpage.cfm?tid=7&tpid=862>. You can also obtain the 2021 Tax Appeal Packet thru this website.

The Assessor's Office provides clerical access from 8:30 AM to 4:30 PM Monday – Friday in order to accommodate routine requests for information, schedule appointments, and answer general questions. The Assessor, Scott J. Holzhauer, is available by appointment on Wednesdays from 9:00 AM to 1:00 PM, and other times as needed. All meetings with the Assessor must be scheduled. Appointments can be made by calling the Assessing Clerk at (973) 383-3521 ext. 234. Appointments at times other than the typical office hours can also be arranged.

## Tax Collection Division

The primary responsibilities of the Municipal Tax Collector are billing, collecting, reporting, and enforcement. The Collector must determine the amount of taxes due from each taxpayer and issue tax bills for each account. As property tax payments are received, she must accurately credit those accounts.

The Collector routinely reports collection activities to the Town Council to keep the Governing Body up-to-date regarding municipal finances. Theresa Schlosser serves as the Town's Certified Tax Collector. The Collector is accountable for initiating and enforcing procedures that result in timely payment of taxes due, and must clearly understand the application of interest for delinquent taxes, the use of tax sales, and foreclosure methods. The Collector is required to attend regular seminars and classes to maintain State certification and to keep informed of any changes in tax laws. Tax bills are mailed once a year in July. Payments are due quarterly on Feb 1, May 1, Aug 1, and Nov 1.

### Revenue collected in 2020 by the Tax office is listed below:

Prepaid 2021 Taxes.....	\$225,026
Current 2020 Taxes .....	25,574,982
Prior 2019 Year .....	433,974
Interest .....	133,706
Town Liens .....	40,629
Tax Searches.....	200
Miscellaneous Revenues.....	3,334
Senior Citizen Disallowances .....	0.00

**Total Revenue Collected** **\$26,411,851**

The collection rate for 2020 was 98.01% of revenue billed.

## FISCAL FACTS — YOUR TAX DOLLARS

The property tax is divided among the County of Sussex, County Library, County Open Space, Newton Board of Education, and the Town of Newton. The chart below illustrates the percentage that each of the jurisdictions received in 2020 from the average taxpayer in the Town.

Newton Board of Ed	50.80%	\$2.247
Town of Newton	33.78%	\$1.494
County of Sussex	14.31%	\$0.633
County Library	1.04%	\$0.046
County Open Space	0.07%	\$0.003
<b>Total</b>	<b>100.00%</b>	<b>\$4.423 per \$100 assessed value</b>

Squad. Our PST's provide pre-arrival instructions to callers while simultaneously sending emergency personnel to the scene. Our PST's are highly skilled, trained and experienced. Our equipment has the latest technological capabilities making us ready for Next Generation 9-1-1. The dispatchers often manage several stressful public safety emergencies at the same time, while also communicating regularly with Officers conducting patrol duties and fielding administrative telephone calls from the public with requests for information.

## Cloud-Based Incident Notification and Response Platform Improvements

In furtherance of our mission to provide top quality service to Newton residents and businesses, the Newton Police Department has collaborated with the Newton Fire Department to improve our dispatching service by implementing a new application. This platform allows Newton's firefighters to receive instant notification of emergency calls to their smartphones, immediate assessment of available manpower based upon responses in the smartphone app, and instant access to emergency plans and other essential information. This service ensures that Newton firefighters are equipped with the information they need to provide fast and efficient firefighting services to the Town of Newton. Lt. Steve VanNieuwland can be reached by telephone at (973) 383-2525. Smart911 is a free service provided by the Town of Newton to help you plan ahead for emergencies. If you ever need to call 9-1-1 for a medical emergency, house fire, car crash or other incident, Smart911 will provide 9-1-1 with the information you have entered to get you help faster. Newton's emergency services use the Smart911 platform to send emergency alerts to notify the public about threats to public safety and what actions



may need to be taken. The Town of Newton also sends certain non-emergency alerts and public information using the same platform. When you register for Smart911, you can select the types of notifications you want to receive and how you want to be notified. Sign up now at Smart911.com.



While it is evident that members of the Police Department were certainly quite busy; it should also be pointed out that our effectiveness is quite dependent on the support we receive. This support comes in the form of continued administrative and investigative emphases in our staffing, adequate resources being made available to the department as well as timely reporting of criminal or suspicious activity from members of the public.



### Support Services Division

Lieutenant Steve VanNieuwland is responsible for the following areas of responsibility: Supervisor of 9-1-1 Emergency Communications Center, scheduling dispatch staffing, assisting with internal affairs function and managing the department's technology resources, video surveillance recording systems, records management systems, E-Ticket devices, Police, Fire, and EMS radios and is responsible for managing the repair and maintenance of all our police vehicles and other departmental equipment. Two Patrol Sergeants report directly to Lt. VanNieuwland; Sgt. Scott King and Sgt. Joseph D'Annibale. The Patrol Sergeants each supervise and work with a squad consisting of 3 Patrolmen. Patrol Sergeants and members of their patrol squads assist with several administrative functions as well. Sgt. Scott King oversees the alarm ordinance, registering alarms and conducting alarm ordinance enforcement as needed. Det. Russell Post serves as the department's HLEO (Humane Law Enforcement Officer) and Resiliency Officer as someone who adopts and sustains healthy behaviors needed to enhance health and promote officer well-being. Several Patrol Officers also assist with supervising and training our school crossing guards, performing website updates and firearms training. The Department currently has 14 crossing guards reliably providing safety to our many students who walk to and from school. Overseen by Lt. VanNieuwland and the Patrol Sergeants' squad that they're assigned, 4 full-time and 8 part-time Public Safety Telecommunicators (PST) staff the Newton Police Department's modern 9-1-1 Communications Center 24/7, receiving 9-1-1 calls, performing radio dispatching for Newton Police, Fire, and First Aid

### Treasury Division

Virginia Rafferty serves as the Town's Treasurer. Her responsibilities include the vouchering for all Town expenditures, preparing bill lists for Mayor and Council approval, maintaining subsidiary account controls, payroll preparation and agency remittances, fixed asset accounting, and other activities necessary to maintaining fiscal accountability of the Town's assets. Over 500 checks a month are processed to meet the operating, capital and debt service expenses.

### MUNICIPAL CLERK

The role of the Clerk was best described in the National Institute of Municipal Clerks' Newsletter as follows: *"The Clerk's Office can be truly called the hub of local government. It is the Clerk who is the contact between the citizens and the government. It is the Clerk to whom most complaints are brought. The Clerk gives advice on many subjects, not necessarily related to government, but by the Clerk's contact with the public, they, for the most part, place confidence in the Clerk as the one who can answer most any question."*

The Municipal Clerk's office is entrusted with numerous and diverse duties under both State law and Local ordinances.

#### **In 2020, the Municipal Clerk's office:**

- ♦ Issued **266** Licenses and Permits;
- ♦ Fulfilled **338** Open Public Records Requests;
- ♦ Recorded minutes for **24** meetings held by the Town Council;
- ♦ Collected **\$53,000.00** in Licenses/Permits and Miscellaneous Revenue;
- ♦ As Election Official, held **two** Elections: – Primary Election and Presidential/Municipal Election;
- ♦ Issued **89** Fishing Permits for Morris Lake;
- ♦ Issued **618** Dog Licenses and **155** Cat Licenses;
- ♦ Collected **\$11,738.00** Dog & Cat License fees

The Municipal Clerk continues, as required by law, to be recertified as RMC every two years. Mrs. Lorraine A. Read, RMC, has been serving as the Municipal Clerk for the Town of Newton since July 1, 1996. Mrs. Teresa Ann Oswin serves as Deputy Municipal Clerk and obtained her RMC in 2013.

### REGISTRAR OF VITAL STATISTICS

Vital Statistics may be defined as those records concerned with live births, deaths, fetal deaths, (still-births), marriages, civil union, domestic partnerships, divorces, adoptions, and legitimacy. In

short, all the events which have to do with an individual's entrance into or departure from life, together with the changes in civil status which may occur during one's lifetime. Vital Statistics involves interaction with people on a daily basis. This branch of Statistics is the second oldest history in the world.

#### USES OF VITAL RECORDS

**1. Birth Records** are needed as proof of age to enter school, work, to serve in the armed forces, operate a motor vehicle, establish voting rights, obtain social security benefits, establish citizenship by birth and obtain passports. In some cases needed to establish inheritance rights, enter into legal contracts and obtain exemption from alien restrictions.

**2. Marriage Records** are needed to change driver's licenses and establish claim for social security. Also needed in connection with family support, establish rights to inheritance, pension, prove ancestry and lineage.

**3. Domestic Partnership Records** establishes the domestic partnership. Can be used to obtain health or pension benefits or grant authority to make medical decisions or obtain certified copies of death certificates.

**4. Death Records** are needed to settle inheritance or insurance claims, change bank accounts or stock certificates. Establishes an exact location of a death on accident cases. Claims for social security, private pensions etc., dependent upon proof of death of the family wage earner.

Pursuant to the October, 2013 Court Decision, same-sex couples have been given the opportunity to enter into marriage in this State. As such, same-sex couples must follow the same procedures and satisfy the same requirements that are imposed upon opposite-sex couples seeking civil marriage.

The position of Certified Municipal Registrar (CMR) is required by law to be recertified every three years.

Mrs. Lorraine A. Read, CMR serves as Registrar of Vital Statistics and Ms. Janien N. Roberts, CMR serves as Deputy Registrar. Mrs. Read and Ms. Roberts will both be re-certified in 2021.

#### During 2020, the Registrar's Office:

- ◆ Issued **39** marriage Licenses;
- ◆ Issued **1,327** certified copies of births;
- ◆ Issued **156** certified copies of deaths;
- ◆ Issued **3,283** EDRS certified copies of death;
- ◆ Issued **79** certified copies of marriages;
- ◆ Issued **10** amendments to vital records;

Officers have responded to and the amount of certain types of investigations that were conducted. Notably, information about the number of times Narcan was used and the number of anonymous tips received have been included in this year's summary report.

TYPE OF CALL/POLICE ACTIVITY	2017	2018	2019	2020
Homicide	0	0	0	<b>0</b>
Robbery	0	1	2	<b>1</b>
Kidnapping	0	0	0	<b>0</b>
Burglary/Attempted Burglary	29	52	15	<b>24</b>
Sexual Assault/Contact	18	18	20	<b>15</b>
Assault	40	29	27	<b>205</b>
Theft	137	76	87	<b>55</b>
Motor Vehicle Theft	6	2	0	<b>2</b>
Motor Vehicle Accidents	513	440	468	<b>313</b>
Medical Emergencies	1,257	848	1,001	<b>1,313</b>
DWI Arrests	12	15	18	<b>16</b>
Black Bear	37	34	62	<b>70</b>
Criminal Mischief	80	71	46	<b>39</b>
Domestic Dispute/TRO Request	154	145	181	<b>217</b>
Fight/Verbal Dispute/Disturbance	471	385	364	<b>491</b>
Missing Person Adult/Juvenile	25	16	22	<b>19</b>
Vehicle Lock-Out Assist	233	210	213	<b>125</b>
Motor Vehicle Stops	10,208	12,081	10,656	<b>7,093</b>
Weapons Offense/Guns	0	2	1	<b>3</b>
Burglar Alarms	286	274	298	<b>298</b>
Total Arrests Made	246	250	264	<b>233</b>
Total Summonses Issued	2,731	2,853	2,030	<b>2,194</b>
Total Ordinance Violation Summonses	72	92	92	<b>168</b>
Narcan Administration	12	38	26	<b>42</b>
Anonymous Tips Received	50	28	25	<b>31</b>

Patrol Sergeants and members of their patrol squads assist with several administrative functions as well. Lt. Monaco conducts firearms training, with Sgt. Michael Wolanski's assistance, handles all firearms applicant investigations. In 2020, we issued 129 permits to purchase handguns. Lt. Michael Monaco and Ptl. John Flanagan coordinate the service of arrest warrants, conduct applicant investigations related to Town ordinances and are also firearms instructors. Sgt. Michael Wolanski is also our liaison for the Domestic Violence Response Team, a program conducted in collaboration with Domestic Abuse & Sexual Assault Intervention Services. Sgt. Thomas Tosti oversees/reviews all domestic violence investigations.

In 2020, both Chief Michael Richards and Lt. Mark Zappa retired after each having 30 years of service with the Newton Police Department. Sadly, the Newton Police Department also lost 3 of their finest with the unfortunate passing of retired members Chief John Tomasula, Detective Sergeant Clarence Metzgar, and Officer Dennis Pierson. Within the past year, two new officers joined the Newton Police Department. Officer Steven Siek laterally transferred from the Sussex County Sheriff's Department on 2/24/20 and Officer Garrett Armstrong was acquired from the Sussex County Sheriff's Department on 10/5/20 where he had been employed as an investigator for the prior 2½ years. Both officers have completed their Field Training Officer Programs and have been assigned to their respective squads within the patrol division.

Lt. Monaco supervises and schedules the Department's Class II Special Law Enforcement Officers (SLEOII). The Special Officers work a foot or bike patrol assignment in the business district most days and evening. We currently have one full-time and two part-time Special Officers. State law limits their hours and type of work

**POLICE LINE DO NOT CROSS**

they can be assigned. They provide a meaningful complement to our staff of regular sworn Officers and help ensure safety in the Town parks and business districts. Lt. Monaco can be reached by telephone at (973) 383-2525. The Department maintains a computerized record system documenting the activity of its Police Officers. Listed below is statistical information about some of the calls that Newton Police

- ◆ Issued **4** burial permits;
- ◆ Issued **407** EDRS burial permits;
- ◆ Collected **\$39,986.00** in **Vital Statistics.**

**MUNICIPAL COURT**

2020 proved to be a trying year for all involved. As a result of the COVID-19 pandemic, municipal courts have canceled their in-person court sessions. With the use of technology, most cases are being heard and adjudicated remotely. The court is committed to becoming even more efficient in the face of the ongoing fiscal challenges, as we continue to effectively resolve disputes, protect rights and liberties, and ensure justice for all. We are pleased to announce the reappointment of Judge James P. Sloan for another 3 year term to serve our community and dispense justice. Fines may now be paid online at [www.njmcdirect.com](http://www.njmcdirect.com).

**Below is just some activity of the Court for 2020:**

Non-DWI Traffic Cases	1,563
All Other Non-DWI Cases	152
DWI Cases	19
Parking Cases	771
Indictable Cases	231
DP/PDP Cases	437
Town of Newton Fines & Costs Collected	\$ 112,425.98
Public Defender Fees Collected	\$ 2,149.50
POAA Fees Collected	\$ 144.00
Monies Paid to Sussex County	\$ 41,021.74

Please visit our website for the most current information and links to assist the public with all its needs at [www.newtontownhall.com/court](http://www.newtontownhall.com/court).

**HISTORIC PRESERVATION**

The Newton Historic Preservation Advisory Commission was created by local ordinance on November 9, 1987 by the Town Council to ensure the preservation of Newton's heritage. It was the intention of the Town Council to create an agency which will work with and advise the Planning Board on the effect of development applications on designated historic landmarks or improvements within the historic district. In addition, the Commission shall review all development activities involving the exterior of a historic landmark or an improvement within the historic district.

In 2020 the Historic Preservation Commission held two regularly

scheduled meetings and no applications were reviewed. One of the two meetings was done via Teleconference due to Governor Murphy's Executive Order No. 103 issued on March 9, 2020, declaring a State of Emergency and a Public Health Emergency in the State of New Jersey, the Town of Newton did notify the public that to protect the health, safety, and welfare of their citizens while ensuring the continue functioning of government, all Historic Preservation Advisory Commission meetings scheduled at 39 Trinity Street, Newton, New Jersey would be held by Teleconference only.

The Commission is composed of five regular members who are appointed by the Town Council, each serving a three-year term, set on a staggered basis of reappointment. Councilmember Sandra Lee Diglio serves as liaison between the Historic Commission and the Town Council. Jessica Caldwell of J. Caldwell & Associates, the Town Planner, lends guidance to the Historic Commission on properties throughout the Town. Katherine Citterbart serves as the Historic Preservation Commission Secretary and can be reached at 973-383-3521, ext. 227. The Historic Preservation Commission meets on the third Monday of every month at 7:00 p.m. at the Municipal Building.

## **RECREATION**

The Recreation Commission continues to work at providing varied recreational opportunities for the residents of Newton. Although we faced much uncertainty throughout the year, we were able to host several successful events and provide the community with a modified Pool season.

One of our 2020 recreation highlights was the grand re-opening of the Newton Town Pool. The Newton Town Pool was home to several special events this year including our grand re-opening ribbon cutting ceremony, grand re-opening weekend, Newton Heroes Day, and the GNCC meet and greet. The pool also hosted a successful 'seniors only' swim time. This allowed for seniors and persons with disabilities to enjoy a less crowded swim time. The pool facility had approximately 2,806 visitors over the modified season which ran from August 14th through mid-September.

Virtually, we were able to host several contest events such as our first annual Town wide Jack-o-lantern carving contest, Gingerbread house making contest and an Ugly Holiday sweater contest. Also, throughout the year we were able to provide important updates and resources online via our Social Media pages.

To be transparent about the process and in accordance with the Attorney General Directives, we've prepared the following statistical report summarizing complaints received about officers and their dispositions for 2020. Matters investigated and documented within our internal affairs process may have originated from a citizen complaint, anonymously or from within the department, resulting from inspection or supervision of personnel. If no complaints were received, then that category of complaint has not been listed, such as domestic violence, complaints of improper search and other criminal violations. Cases that do not have outcomes at this time are listed as pending.

TYPE OF INTERNAL AFFAIRS COMPLAINT	#	OUTCOMES
Demeanor	1	1 sustained
Differential Treatment	1	1 unfounded
Other Criminal Violation	2	1 exonerated, 1 pending appeal
Other Rule Violation	6	2 sustained, 1 admin. cleared, 1 unfounded, 1 exonerated
<b>Total</b>		<b>No disciplinary action was taken that resulted in a fine or suspension of 10 days or more</b>

The Newton Police Department approaches professional standards and citizen complaints very seriously. It is reasonable to expect officers to consistently perform professionally, lawfully, and safely; consistent with policy. Each complaint, including an anonymous complaint, receives priority attention from department supervisors. Also, each time an officer uses force, is involved in a motor vehicle accident or is accused of misconduct, a complete and thorough internal affairs process is strictly adhered to and followed to its logical conclusion, consistent with the guidelines issued by the NJ Attorney General's Office. The internal affairs process also seeks to identify any needs for training or policy revision. Any disciplinary action imposed is progressive and corrective. We hope that providing this information will prove to be both helpful to understand our process and reassuring to the public we serve.



day; ranging from domestic violence incidents, theft investigations, and burglaries to aiding someone with a medical emergency, helping to locate a missing child or an elderly person or investigating the cause of a car crash. Officers have often prevented criminal activity through proactive patrolling, checking on suspicious vehicles, interrupting acts of disorderly conduct and locating people who were wanted for outstanding warrants. They also regularly conduct traffic enforcement to help keep our roads safer for travel and to help ensure that all pedestrians, particularly the many children who walk to and from schools, can do so safely. At arrival, and dismissal times, Officers conduct safety patrols in the area of each school every day. Officers also regularly perform premises checks on businesses after they close for the day and routinely check homes when residents are away on vacation. Police Officers also routinely participate in "park, walk and talk" details at the Sussex County Community College where they work together with their security staff to provide safety for students and faculty on campus.



Lieutenant Monaco serves as our Public Information Officer as well as our Internal Affairs Officer. He is also responsible for departmental training, administering the performance evaluation system and our early warning system. He handles officer scheduling and planning for special details like parades, outside employment requests, such as security at school sporting events and traffic direction during construction projects. Lt. Monaco reviews all accident reports, OPRA public records requests and Court discovery for the Police Department.

The Internal Affairs function of the Police Department plays an integral role in building and maintaining public trust. Our ability to deliver the highest standards of ethics and integrity by overseeing the acceptance, investigation and adjudication of all complaints increases our credibility and safeguards our public trust. Public safety services depend on our credibility and reputation and thus must be safeguarded through a proactive internal affairs process consisting of regular personnel inspections and training/re-training, investigation of complaints, counseling and progressive discipline when appropriate.

We held our 2<sup>nd</sup> Annual Flags of Honor event in the Town of Newton. This event serves to honor Veterans by displaying purchased/donated flags dedicated to them on the front lawn of Town Hall. In 2020 flag donations were more than doubled from the previous year. In all, there were a total of 100 Flags displayed with 84 of those flags named after a Veteran. The event fundraised \$3,250.00. 100% of those proceeds benefited Community Hope's - Hope for Veterans Program which ensures a safe haven for homeless and disabled Veterans daily. This event was well attended and appreciated by all involved. We look forward to this event growing further in 2021.

Thanks to the dedicated efforts of numerous volunteers, Newton youth athletics continued to remain a strong and vibrant part of our community. They faced unprecedented times yet provided the community with various sports opportunities. Newton hosts baseball, basketball, cheerleading, football, roller hockey, soccer, softball, field hockey, swimming, and wrestling. We are looking forward to a successful and exciting 2021.

## **PLANNING BOARD**

In accordance with the New Jersey statutes, the Planning Board consists of nine regular members and four alternate members. Three of the Board members who participate on a regular basis in the decision making process are municipal officials; i.e., the Mayor, the Deputy Mayor, and the Town Manager. The Planning Board hears formal applications for site plans and subdivisions, and advises the Town Council on matters related to planning; particularly with respect to zoning changes and the effects on property management and control of growth in the Town of Newton.

In 2020 the Planning Board conducted nine regularly scheduled meetings. Eight of those meetings were done electronically due to Governor Murphy's Executive Order No. 103 issued on March 9, 2020, declaring a State of Emergency and a Public Health Emergency in the State of New Jersey, the Town of Newton did notify the public that to protect the health, safety and welfare of their citizens while ensuring the continue functioning of government, all Planning Board meetings scheduled at 39 Trinity Street, Newton, New Jersey would be held electronically only. Applications approved include four site plans, five variances, one waiver of site plan, and one amended site plan.

Also, this year the Planning Board adopted the Merriam Gateway Redevelopment Plan Amendment Report, dated July 31, 2020

prepared by Jessica C. Caldwell, P.P., A.I.C.P.

Mrs. Katherine Citterbart was the Planning Board Administrator. Mr. David Simmons Jr., P.E., P.P. of Harold E. Pellow & Associates was the Board Engineer. Mr. David H. Soloway, Esq. of Vogel, Chait, Collins and Schneider was the Planning Board Attorney. Ms. Jessica Caldwell of J. Caldwell & Associates was the Board Planner. The Planning Board meets on the third Wednesday of every month at 7:00 p.m. at the Municipal Building.

### ZONING OFFICER

The Zoning Officer is the first municipal official with whom a property owner meets to discuss plans regarding improvements or changes to their property. Upon review of a zoning application, the Zoning Officer issues zoning permits.

In addition, the Zoning Officer is responsible for enforcement of the provisions of the municipal zoning ordinance, as well as for determining whether or not a specific use is permitted in a particular zone.

The Zoning Officer issued eight-five permits for various permitted uses and denied five permits during the year 2020. Enforcement activities consisted of nineteen notices of violation through 2020. The Zoning Officer is Katherine Citterbart and can be reached at 973-383-3521, ext. 227.

### FIRE PREVENTION BUREAU

In streamlining our local government the Town of Newton entered into a shared services agreement with the Sussex County Fire Marshal's Office for the enforcement of the Uniform Fire Code of the State of New Jersey.

For the year 2020, the Fire Marshal's Office performed:

- ◆ 157 inspections/re-inspections of Life Hazard Use Businesses
- ◆ 486 inspections/re-inspections of Non-Life Hazard Use Businesses. Recorded/entered a total of 458 active businesses into our database
- ◆ Issued the following:
  - \* 68 Notices of Violation
  - \* 28 Fire Safety Permits (Consisting of cooking, food trucks, tents, fireworks, LPG cylinder exchange)
  - \* 553 Certificates of Inspections

All Life Hazard Use Inspections have been certified to the Division of Fire Safety for the year 2020. We have begun the 2021 inspections. As in the past if you have any questions or concerns



**C.L.E.A.R.**

C.L.E.A.R. **C**ommunity **L**aw **E**nforcement **A**ddiction **R**ecovery {clearprogram.org}. All of these programs benefit the community, prevent and reduce criminal activity and help improve the quality of life within Sussex County.

Chief Osborn is a member of the Sussex County Police

Chief's Association {sussexpolicechiefs.com}. This organization has helped coordinate school safety initiatives across jurisdictions and has facilitated improved training for Police Officers across Sussex County. At the heart of their strategy to improve policing has been a concentrated effort in developing positive partnerships, leveraging technology, building community trust, and relentlessly pursuing the highest ethical and professional standards in law enforcement across the County. In addition, its members are always striving for advancements in methods for the prevention and detection of crime while encouraging the efficiency of police operations in general.

The administration of the police department consists of two Lieutenants who command the two divisions of the agency; the

**Operations Division** led by Lt. Michael P. Monaco and the **Support Services Division** led by Lt. Steven VanNieuwland. Detective Sergeant Thomas Muller manages the day to day direction of the Detective Bureau and also reports directly to the Chief of Police. Chief Osborn can be contacted by telephone at (973)-383-2525.

### Operations Division

The Operations Division is presently under the management of Lt. Michael P. Monaco. He oversees the main patrol operations function of the Department. Two Patrol Sergeants; Sgt. Thomas Tosti and Sgt. Michael Wolanski report directly to him. The Patrol Sergeants each supervise and work with a squad consisting of 3 Patrolman. Patrol squads work 12-hour shifts to give constant police coverage to the Town every day of the year.

On average, Police Officers handle over 60 calls for service per



professional responsibilities. Furthermore, Chief Robert E. Osborn Jr. is proud to lead such a fine department that recognizes that people working as individuals can never accomplish what is possible through a collective effort of people working together. Modern policing is complex and challenging. This past year has proven this statement to be truer than ever, and it has presented many unprecedented challenges and obstacles to overcome both individually and collectively as a community, a county, and a nation. As a result, we have continuously learned from this past year's experiences which have provided all of us with 2020 vision that has resulted in a clearer perspective, an improved efficiency and effectiveness of our service and a basis for constantly evaluating the best practices in law enforcement.



### Administration

Chief Osborn provides for the general direction, control and planning as well as the budgeting for the Police Department. He develops and ensures adherence to the Department's established Rules & Regulations as well as all applicable case law and policies, procedures or directives from agencies like the New Jersey Attorney General and the Sussex County Prosecutor. Through continual policy review, development and revision coupled with the training of personnel combined with leadership, accountability, and communication, - we will always strive to exceed expectations.

Community engagement and partnerships help to reduce crime, increase feelings of safety, promote community relations and community perceptions and assist in changing overall attitudes and perceptions. Various programs such as the Coffee with a



Operation  
Helping  
Hand

Cop, Project Medicine Drop, L.E.A.D., Crime Reports (crime mapping and anonymous tip service), Helping Hand Initiative and the

please do not hesitate to contact the Fire Marshal, Virgil Rome at 973-579-0380, ext. 2207 or at [vrome@sussexcountysheriff.com](mailto:vrome@sussexcountysheriff.com).

The Fire Marshal's office also assists and supports the Newton Fire Museum located on Spring Street and works very closely with the Newton Fire Department and Construction Department with other life safety issues concerning fire protection as new development comes into Newton.

### CONSTRUCTION DEPARTMENT

The Construction Department is responsible for issuing all permits required for new construction, additions, alterations, renovations and demolition of residential and commercial structures. The administration of the department and the responsibilities of the Construction Official as well as the Building, Fire & Plumbing Subcode Officials are contracted through a shared services agreement with Hardyston Township. During 2020, the Department issued a total of 318 permits. The total costs for realty improvements in the Town of Newton were \$27,947,164.00 for new construction and \$5,263,866.00 for alterations. Additionally, there were 321 Certificates issued for completed construction. Information pertaining to all types of permits related to construction may be obtained from the staff members of the Construction Department. For hours of operation and other information visit the Town's website.

### CODE ENFORCEMENT

The Code Enforcement Department consists of two part-time inspectors: Code Enforcement Director Bernard Hattersley and Certificate of Compliance Inspector Jeffrey B. Schiffner. Also available is a Code Enforcement Assistant, Sherri Kaylani.

The function of the Code Enforcement Department is to enforce the International Property Maintenance Code as well as the Town of Newton's Municipal Codes pertinent to property maintenance.

Some examples of violations are: improper storage of trash prior to disposal, overgrown grass or weeds, peeling paint and cracked or heaving sidewalks and driveways which are all the responsibility of the property owner. Please note, a permit may be required from the Newton Department of Public Works prior to any sidewalk repair work.

For the year 2020, 15 Summons-Complaints were issued, which require a Mandatory Court Appearance, and approximately 316 violations were cited.



Snow removal complaints are processed by the Newton Police Department. Please call their non-emergency telephone number at 973-383-2525.

Code Enforcement Director Bernard Hattersley can be reached at [bhattersley@newtontownhall.com](mailto:bhattersley@newtontownhall.com) or 973-383-3521 ext. 256.

## **EMERGENCY MANAGEMENT**

Emergency Management is a vital function involving all departmental levels of local government and works closely with the Police Department, Fire Department, First Aid Squad, and Department of Public Works as well as the County and State Offices of Emergency Management including FEMA, NJSP, and State OEM, and Homeland Security. The Emergency Management Coordinator (EMC), Ken Teets, and Deputies, Dan Finkle and Jason Miller, work with all Municipal department heads and representatives of community organizations to develop plans to address emergency situations. Emergency Management maintains an inventory of resources and materials, equipment, and manpower available from the public and private sectors when emergencies arise. The EMC develops response training programs and schedules drills or exercises to test response capabilities. Emergency Plans for local industrial facilities, schools, Newton Medical Center, and long term care facilities are compiled by the Coordinator in cooperation with various entities. The EMC ensures those plans can be put into effect under the Town's Basic Emergency Management Plans. The office continues to work with the Sussex County EOC with preparing and training for the next major weather or catastrophic event. Each year, our team participates in several full scale exercises at long term care facilities as well as safety drills with the Newton Public Schools helping to ensure the process of continual improvement in emergency planning continues. In the past year, our office has helped to coordinate the Town's response to the COVID-19 pandemic to ensure the smooth and uninterrupted operation of municipal services throughout the State of Emergency. We successfully attained quadrennial re-certification of our municipal Emergency Operations Plan from Emergency Management agencies at the State and Federal levels. We have responded to several major weather events and continued to work closely with the Newton Police Department, Sussex County Social Services, and our local nonprofit partners to ensure the availability of emergency warming and cooling centers for at-risk residents during periods of extreme heat and cold. We are currently in the process of revising our Countywide Hazard

Mitigation Plan which seeks to identify and reduce the vulnerability to hazards to protect the health, safety, quality of life, environment, and economy of the Town of Newton. We are also working to attain Federal reimbursement for expenses incurred following recent winter storms and as we continue to respond to the COVID-19 pandemic. As we enter 2021, we will continue to work to mitigate, prepare for, respond to, and recover from the effects of hazards which might pose a threat to the Town of Newton.

## **FIRE DEPARTMENT**

The Newton Fire Department responded to 250+ incidents and performed over 55 training drills expending over 2,000 man hours while operating a fleet of 1 Tender/Engine, 1 Tower Ladder Truck, 1 Rescue/Engine and a Snozzle/Engine. In 2020 the Fire Department assisted and worked closely with the First Aid Squad, Police Department and Office of Emergency Management as well as our surrounding communities with mutual aid. Answering calls from public assists to structure fires.



### **Fire Officers for 2021:**

Chief of Dept. - Anthony M. Razzano  
Deputy Chief - Jason Miller  
Captain - Christopher Blakely  
Captain - Derek Wechtler

Lieutenant - Rich Dayermanjian  
Lieutenant - Bryan Farence  
Lieutenant - Josh LeMasson  
Lieutenant - Anthony Perigo

### **Executive Officers for 2021:**

President - Jeff Diener  
Vice President - Michael Teets

Secretary - Michael Streeter  
Treasurer - Eric Humbert

## **POLICE DEPARTMENT**



The Newton Police Department carries out their tradition each day mindful of their mission to safeguard the public trust and to always serve competently and professionally while preserving the peace, upholding the law and providing a safe environment for those that we serve.

Our agency remains committed to attempting to work in partnership with the community to provide a friendly and professional department exercising integrity, compassion, fairness and respect. We are accountable to our residents and to each other for meeting our