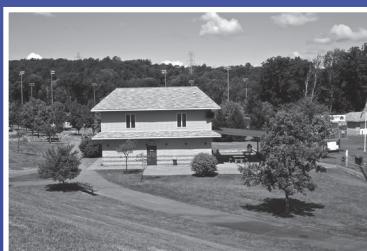


Township of  
**RANDOLPH**  
2016 Annual Report  
2017 Event Calendar



*“Where Life Is Worth Living”*



## ANNUAL REPORT

In accordance with State Statute, it is my pleasure to present Randolph Township's Annual Report for 2016. This report highlights the accomplishments of our municipal organization from the past year, and provides statistical metrics on each department's productivity. It also features a calendar of important municipal events and activities which I hope you will find useful.



Randolph is viewed by many in Morris County and beyond as a well planned community with exceptional municipal facilities, parks and public infrastructure. It is fitting in light of this reputation that in the year 2016 the attention of the municipal organization was focused on improving infrastructure and planning for the community's future.

During the course of the past year, several critical public improvement projects were completed by the township and our partnering agencies. The most high profile of these projects was the Sussex Turnpike road improvements, completed by the Morris County Department of Engineering, and the corresponding water and sewer improvements in the Mount Freedom section, completed under the direction of the township Engineering Department. These long awaited improvements are expected to facilitate the redevelopment of the Mount Freedom area into a future village center.

Complementing these higher profile public works projects are two other initiatives begun by the township in 2015 and continued in the past year. The first of these initiatives is the aggressive program to resurface aging and deteriorating roads in the township. In 2016, nearly \$1.5 million in public funds were spent improving 41 roads. The second initiative is the retaining wall replacement program. In 2015-2016, the township completed the replacement of several walls on Everdale Road, the first of several projects planned as part of a five year program to replace deteriorating retaining walls in public rights of way. Plans were also completed for the next set of walls to be replaced; this project is currently out for bid, and will be constructed in early 2017.

Concurrent with the effort to complete public improvements in 2016, the township also actively engaged in several important planning efforts. The largest and most visible of these efforts was the Parks

and Recreation Master Plan. The township spent over a year working in conjunction with a planning consultant, studying the parks and the recreation facilities, inventorying needs, and collecting public input on a vision for the future of those facilities. The process culminated with the adoption of an updated Parks and Recreation Plan by the Township Council, a document that will serve as the blueprint for the township's Parks and Recreation capital expenditures over the next 10 years. Township leaders also worked vigorously to update the township's Master Plan, a document which provides critical guidance on the general development of the township, and prepared a Facilities Master Plan that provides a prioritized approach for the future upkeep and improvement of municipally-owned facilities. All of these planning efforts will help Randolph maintain the course for continued success in the years to come.

As we reflect on 2016, it is important to acknowledge the individuals who made the accomplishments of the past year possible. Randolph is served by 122 full-time and 46 part-time employees, staffing seven departments and the Municipal Court. Furthermore, over 270 civic-minded residents provide volunteer support to the community, including 160 members of the volunteer Rescue Squad and Fire Department. Together these individuals make up a talented and dedicated team, united by one mission, meeting the needs of the Randolph Township residents.

We are also fortunate in Randolph to have an elected Township Council who selflessly contributes their time, energy, and intellect to ensure the proper governance of the municipality. It is because of the Council's thoughtful leadership that the township has been able to maintain the excellent services, programs, and facilities enjoyed by our residents.

Please take a few moments to review the information in this report. In addition, please note the public meetings listed in the calendar and make an effort to participate in the democratic process afforded you as a citizen of Randolph Township.

Sincerely,

Stephen P. Mountain  
Township Manager

*Front and back cover photos by Daniel E. Beards, Chris Manderioli, Delia Vince-Cruz, and Nolan Young.*

*Township of Randolph "Where Life Is Worth Living"*

## RANDOLPH TOWNSHIP MISSION STATEMENT

*The Randolph Township municipal organization strives to make the Township of Randolph the best it can be by providing effective governance, enhanced customer services, and excellent community facilities.*

"The Council-Manager form of government is simply a sensible modern way to handle municipal housekeeping. The plan is strong at every point where older systems of government are weak. It facilitates two essentials: control by voters and efficient management." - National Municipal League

Randolph's Council-Manager form of government has been in operation since 1969. In 1968, local voters approved the recommendation of a special charter study commission by public referendum that provided for a modernization in Randolph Township's form of local government. This change brought about Randolph's present Council-Manager form.

The distinctive feature of this form of government is the strict separation between legislative and administrative functions. The plan calls for the partisan, at large election of seven Township Council members, from whom the elected body selects one of its members to serve as Mayor each year. By law, the Township Council has the responsibility for all legislative matters, ranging from enactment of all ordinances and resolutions to general citizen representation. Eleven separate advisory boards and committees assist policy formulation of the Township Council.

Administrative responsibilities of the township are vested in the full-time Township Manager. Charged with the day to day operation of the township, the Township Manager directs all township services and the enforcement of municipal ordinances. Appointed by and serving at the pleasure of the Township Council, the Township Manager is a professionally trained individual whose basic responsibility is the efficient and economic operation of your local government.

The Township Clerk is secretary to the Township Council and is the Election Official of the township. The Township Clerk records and prepares the minutes of each Township Council Meeting. The Township Clerk also processes, records, and files resolutions and ordinances, arranges for legal advertising of official documents, and issues various licenses and permits. The Township Clerk's election responsibilities include registering new residents to vote, accepting petitions for vacancies in local elected offices, furnishing materials for local elections, selecting polling areas, and maintaining custody of election results.

### **How does a Township Council function?**

The Mayor, who is elected every year by his or her fellow Township Council members, presides over Council meetings. The Township Council is similar to a corporate board of directors. The Township Council is assisted by the Township Attorney, who prepares ordinances and advises on legal issues, the Township Clerk, who prepares resolutions, and the Township Manager, who functions much like the CEO of a corporation.

### **If I have an idea, how do I go about presenting it to the Township Council?**

You are invited to speak at the "Public Comment" portion at the beginning and end of every meeting on any subject. Also, the public is invited to comment on ordinances at the public hearing prior to adoption, the final vote. If you have new ideas for the Township Council to consider, you may want to speak with the Township Manager or department head ahead of time to obtain supporting data.

### **Is there a protocol for speaking at meetings?**

Yes. The entire Township Council should be addressed through the chair (Mayor). Do not engage in dialogue with members without the chair's permission. Proper decorum should be observed. Succinct, constructive comments and a respectful tone are greatly appreciated and create an appropriate decision making environment.

### **How do I know in advance what items will be on the agenda?**

The agenda is published and posted on the bulletin board in the Municipal Building five days prior to a meeting. At the Township Council's direction, the agenda is also published on the township's website [www.randolphnj.org](http://www.randolphnj.org).

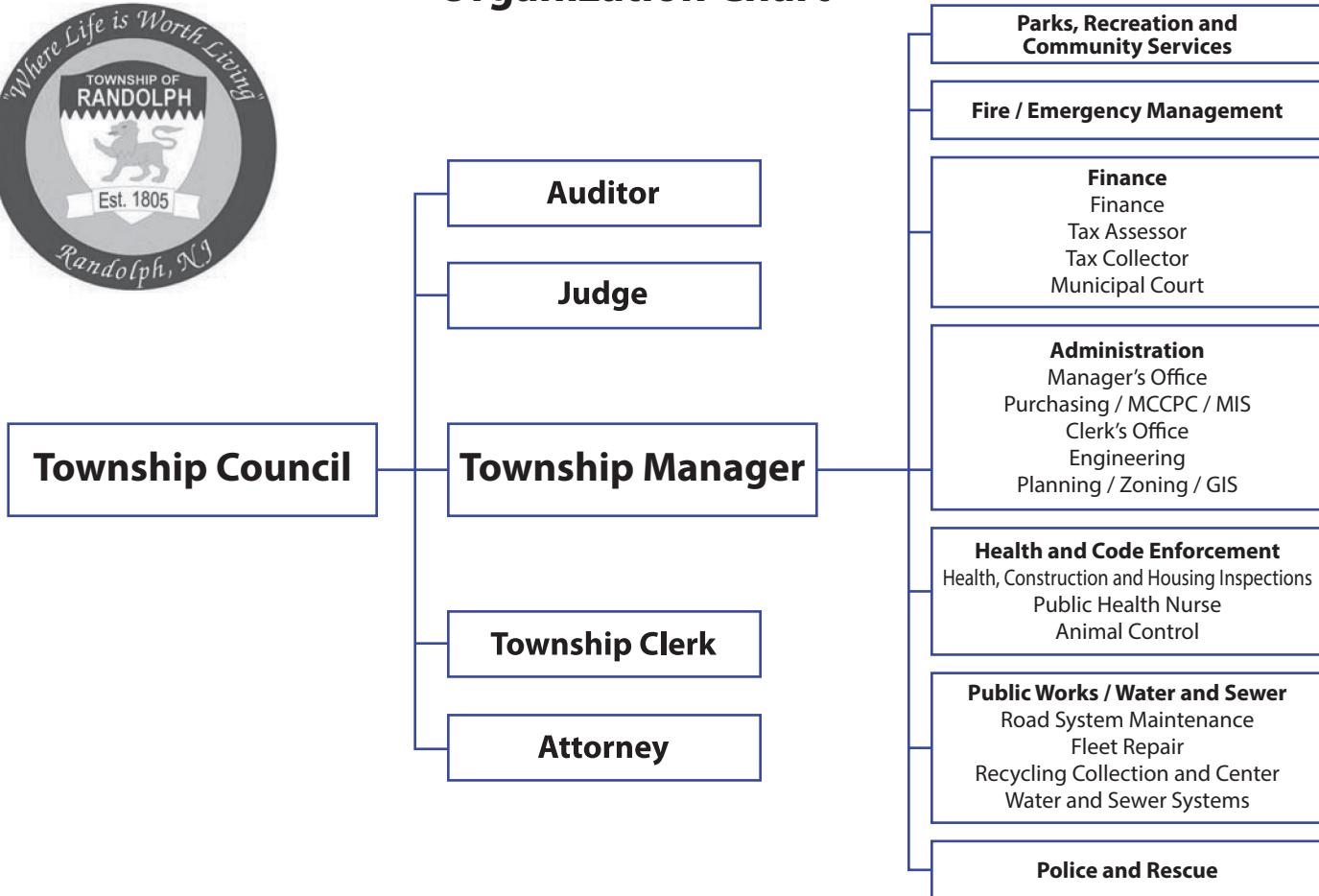
### **Can I review the minutes of the meeting?**

All open session meetings are available for public inspection. You can read the minutes on the township website, [www.randolphnj.org](http://www.randolphnj.org), or at the office of the Township Clerk. A complete recording of the meeting is also available for review at the office of the Township Clerk.

### **Demographics 2010 Census Data**

Total Population	<b>25,734</b>
Total Housing Units	9,343
Owner Occupied Housing	71.9%
Renter Occupied Housing	24.6%
Median Age (years)	40.1
Average Family Size	3.26
Median Per Capita Income	\$54,992

## TOWNSHIP OF RANDOLPH Organization Chart



### Your Tax Dollars

The property tax is divided among the Randolph Board of Education, the County of Morris, and the township. The chart below illustrates the percentage that each of the jurisdictions received in 2016 from the average taxpayer in the township.



School – 69.33%
Municipal – 15.36%
County – 10.29%
Reserve for Uncollected Taxes – 2.86%
Library – 1.34%
Open Space / Recreation – 0.82%

The Township of Randolph practices careful financial management and conservative long-term fiscal planning. Overseen by Chief Financial Officer Darren Maloney who controls budgetary expenditures, administers the township's debt and cash management programs, prepares year-end financial statements, and provides recommendations to the Township Manager and Council with regard to financial policy, the Finance Department consists of three divisions:

- **Finance, Water and Sewer**
- **Assessments**
- **Tax Collection and Treasury**

Assessments is headed by Glen Sherman, a Certified Tax Assessor, who is responsible for determining the fair market value of all real estate in the township and keeps assessment records of each and every parcel of real property assessed or exempted. The township's 2016 ratable base of \$2,923,346,396 represents a 0.57% increase from the prior year.

The Collection Division is administered by Lisa Combes, a Certified Tax Collector, who prepares tax bills, maintains

an account of all tax collections, and enforces collection of delinquent taxes through municipal tax sales and foreclosures. The 2016 tax levy (including school and county) stands at \$106,989,577; the 2016 tax collection rate was 99.25%.

Randolph maintains separate water and sewer accounts as not all taxpayers are sewer customers or connected to the public water system. The operation includes the preparation and processing of quarterly service charges, and the maintenance of records of water consumption and sewage system usage. The Water and Sewer combined budget for 2016 equals \$6,346,178.

## 2015 Tax and Water/Sewer Information

	2016	2015
Tax Parcels	8,324	8,324
Total Assessed Value	\$2,923,346,396	\$2,906,790,027
Ratio to True Value	67.80%	67.01%
Water Accounts	5,736	5,733
Sewer Accounts	3,928	3,930

## Township of Randolph 2016 Budget Information

TOWNSHIP	2016	% of Total Budget
<b>REVENUES</b>		
<b>TOTAL REVENUES</b>		
Surplus Anticipated	\$4,481,277	14.28%
Miscellaneous Revenues	\$2,948,898	9.40%
Interlocal Service Agreements	\$265,874	0.85%
Federal & State Grants	\$36,382	0.12%
State Aid	\$1,847,005	5.89%
Receipt for Delinquent Tax	\$875,000	2.79%
Local Tax for Municipal Purpose	\$19,497,105	62.13%
Local Tax for Municipal Library	\$1,428,445	4.55%
<b>TOTAL REVENUES</b>	<b>\$31,379,986</b>	<b>100.00%</b>
<b>EXPENDITURES</b>		
General Government	\$4,321,722	13.77%
Public Safety	\$5,747,455	18.32%
Public Works	\$3,962,206	12.63%
Community Programs	\$2,377,362	7.58%
Municipal Library	\$944,939	3.01%
Statutory Charges	\$1,972,642	6.29%
Federal & State Grants	\$36,382	0.12%
Unclassified and Deferred Charges	\$245,000	0.78%
Liability and Group Insurance	\$4,792,870	15.27%
Debt Service	\$1,049,952	3.35%
Capital Improvements	\$2,872,100	9.15%
Reserve for Uncollected Taxes	\$3,057,356	9.74%
<b>TOTAL EXPENDITURES</b>	<b>\$31,379,986</b>	<b>100.00%</b>

WATER AND SEWER	2016	% of Total Budget
<b>REVENUES</b>		
<b>TOTAL REVENUES</b>		
Surplus Anticipated	\$0	0.00%
Miscellaneous Revenues	\$6,346,178	100.00%
<b>TOTAL REVENUES</b>	<b>\$6,346,178</b>	<b>100.00%</b>
<b>EXPENDITURES</b>		
Administration and Executive	\$1,417,317	22.33%
Operations	\$824,003	12.98%
Service Agreements	\$3,330,000	52.47%
Statutory Charges	\$202,100	3.18%
Debt Service	\$212,758	3.35%
Capital Improvements	\$360,000	5.67%
<b>TOTAL EXPENDITURES</b>	<b>\$6,346,178</b>	<b>100.00%</b>

The Department of Parks, Recreation, and Community Services strives to meet the needs of our community by providing a wide range of leisure activities, social services, and facilities for township residents of all ages. Three advisory committees appointed by the Township Council (Recreation, Parks, and Wildlife Management) work with the department to review and establish programs, policies, and procedures.

### Recreation

Recreation programs offered by the department attract residents throughout the year. There are numerous team sports for adults and children, preschool programs, summer swim lessons, tennis lessons, dance classes, day camp, teen camp, theater arts camp, art lessons and camp, crafts, and special events. Twenty-four program committees and more than 2,000 volunteers help provide the necessary support and coaching for our programs. The Parks, Recreation, and Community Services Department annually recognizes many of our coaches and program volunteers at an awards program held in December. This year's Helen Bauer Award (Volunteer of the Year) was presented to Steve Freedman for his many years of service to Randolph Little League Baseball.

Throughout 2016, Randolph offered almost 200 programs and classes with 57,156 registered participants.

As a convenience to parents, the summer day camp again offered weekly sessions, allowing parents to coordinate camp schedules with other summer activities. In addition, 86 youth sports coaches attended Rutgers Youth Sports Coaches training sponsored by the department.

The Brundage Park Playhouse offered six theatrical productions in 2016, which included 47 performances. Productions included "A Funny Thing Happened on the Way to the Forum", "Evita", "Dr. Doolittle, Jr.", "Kids Cabaret", "Thoroughly Modern Millie", and "Elf the Musical, Jr.". In addition, the Brundage Park Playhouse offered three different summer theater camps, and workshops and classes throughout the year.

The Community Center on Calais Road is utilized for programs, meetings, and special activities, as well as the Randolph Rompers pre-school program. The Community Center is also designated as one of Randolph Township's emergency warming/charging centers for township residents, and houses the Randolph Township food pantry.

The department is pleased to continue offering expanded programs through our online registration system; 90 percent of all available registrations are now completed online. Registration can be accessed by following the "Parks & Recreation" link on the township's web site, [www.randolphnj.org](http://www.randolphnj.org).

Season or Program	Participants
Fall	2,381
Winter	2,320
Spring	3,843
Summer	3,136
Year Round	3,990
Randolph Park	11,475
Special Events	21,960
Senior Activities	8,051
<b>2016 Total</b>	<b>57,156</b>

### Parks

The township has five outstanding regional parks: Brundage Park, Freedom Park, Heistein Park, Hidden Valley Park, and Randolph Park. Each is unique and provides facilities for residents of all ages.

In addition to maintaining the park system, crews are also responsible for maintaining Randolph Trails, which are an integral component to our community's recreation infrastructure. The trail system runs a 16 mile course traversing five parks, the Clyde Potts Reservoir Watershed, and 2,000 acres of pristine open space. The trails link together township schools, neighborhoods and parks, and connect to Patriot's Path at Combes Hollow and Old Brookside roads. Ongoing maintenance includes clearing snow from trail heads, tree removal, leaf blowing in the fall, and repair of gates and trail surfaces.

Special projects completed in the park system in 2016 included:

- ✓ Security cameras installed at Brundage, Freedom, and Randolph parks.
- ✓ Parking lot lights repaired in all parks.
- ✓ Warning track on Freedom Park baseball field renovated, including installation of weed-barrier, and surfacing with red stone dust.
- ✓ Wooden ramps and obstacles in dog park repaired and painted.
- ✓ Safety fencing installed on Field 2 at Freedom Park.
- ✓ Pickleball lines added to one tennis court at Brundage Park, and non-permanent nets purchased.
- ✓ Infield on Freedom Park Little League field renovated, including re-grading of field, replacement of sod, and the addition of a high-grade infield mix.

Randolph Township also completed its Parks Master Plan in 2016, and began work on a Trails Master Plan. Recommendations from the Parks Master Plan have been included in the Capital Improvement Budget for 2017 and beyond.

## Community Services

Community Services provides programs and support to senior citizens, disabled adults, and others requiring special assistance. In addition to the food pantry, which is provided at the Community Center and is available Monday through Friday, holiday food distributions are provided in November and December. In 2016, an estimated 100 individuals and/or families in Randolph were provided food or household items from the pantry. During the December holiday season, families in need with children again participated in the Wish Tree gift program coordinated with the Randolph Women's Club. Through donations from the community, gifts were provided to over 125 children in 2016.

The township's Dial-a-Ride program continued to provide transportation to medical appointments, social events, and shopping centers throughout Morris County. This service is provided by two bus drivers, utilizing a 24 passenger bus and two mini-vans. Our vehicles traveled 24,200 miles, transporting over 100 seniors or permanently disabled residents, for a total of 3,159 trips. Additionally, volunteers deliver meals to 10-15 individuals on a daily basis.

## Information

Information about all our programs can be obtained by calling Parks, Recreation, and Community Services at 973-989-7081 Monday through Friday. The township web site, [www.randolphnj.org](http://www.randolphnj.org), includes calendars of events for all programs and activities as well as upcoming registration dates.

## Municipal Court

The Randolph Township Municipal Court has jurisdiction over the following matters within township borders:

- Motor vehicle violations
- Local ordinance offenses (zoning, building, health violations)
- Petty disorderly offenses
- Disorderly person offenses
- Fish and game violations
- Park police-traffic & criminal offenses
- Weights and Measures violations
- Citizen complaints-traffic & criminal
- Community Dispute Resolution Committee (mediation)

The Municipal Court is served by a part-time Municipal Judge and four full-time staff members including the certified Court Administrator, Christine Hopler, who oversees and supervises the operations of the Municipal Court. Court sessions are attended by the Municipal Prosecutor, with the Public Defender assigned on an as-needed basis. The judge and court personnel report to the Administrative Office of the Courts, as well as the Township Manager.

Among other tasks, the Municipal Court Judge is authorized to issue warrants, search warrants, and temporary restraining orders involving domestic violence cases. The Court Administrator is responsible for overseeing and assisting in the day-to-day operations, dispersing monies to the proper authorities, balancing bank accounts, being available at all times to sign warrants, taking complaints, preparing monthly reports and

budget information, and customer service. The Deputy Court Administrator is responsible for overseeing the office when the Court Administrator is unavailable, as well as processing bail, sending indictable offenses paperwork to Superior Court, and customer service. The Violation Clerks are responsible for entering summonses, collecting all fines payable to the court, sending out daily notices, scheduling court cases, making daily deposits, answering phones, and customer service.

### Motor Vehicles

	2016	2015
Complaints Filed	4,928	6,361
Convictions	4,521	6,265
Dismissals	563	796
Violations Processed	4,766	6,432
Jail Sentences	6	15
License Suspensions	57	84

### Criminal

	2016	2015
Complaints Filed	588	750
Convictions	485	714
Dismissals	103	122
Violations Processed	540	726
Jail Sentences	2	10
License Suspension	0	0

In 2016 the Police Department continued to invest a tremendous amount of time and effort into initiatives that would not only progressively move the department forward, but would also further our collaboration with local and county stakeholders. The initiatives covered everything from obtaining new equipment to furthering our training, which will allow us to meet the current demands of police work. In addition, the department has placed an increased emphasis on keeping up with the advances of modern technology, which improves overall efficiency when combined with well-trained, well-equipped officers.

## Key areas addressed in 2016 include:

- Continued the training and development of the entire workforce through various in-service police training and police management schools.
- Conducted promotional exam process and promoted two officers to the rank of sergeant.
- Hired two new officers to reach our staffing limit of 36 sworn officers. These new officers filled positions that were vacated in 2016 as a result of a retirement and of a transfer.
- Each officer attended Blood Control Training, and received specialized medical equipment through the Morris County Office of Emergency Management. This training and equipment will better enable the department to address medical needs during an active violence situation.
- Continued to work with, and train, the Randolph Township School District to further our efforts related to active violence situations. Also participated in several parent program presentations in which we outlined these efforts and the "A.L.I.C.E." initiative. The school

district received national recognition for these efforts.

- Participated in a two-day training initiative at the Randolph High School along with the Morris County Office of Emergency Management. In addition, the police department participated in a school reunification exercise with the County College of Morris and the Randolph Township School District.
- Participated in community-based programs to help further build our relationship with the community.

In 2017 the department will continue to build upon the existing platform, while also focusing on renewing our accreditation certification. In addition, we will continue our collaborative efforts on both a local and county level, while continuing to evaluate new police technology and equipment for potential implementation.

## Police Department Yearly Comparison

	2016	2015
Number of calls for assistance	39,737	40,428
Patrol miles traveled	277,420	349,993
Number of sworn officers	36	36
Motor vehicles summonses	4,356	5,780
Motor vehicle written warnings	5,211	3,622
Criminal Complaints	165	233
Driving under the influence arrests	27	53
Motor vehicles accidents	969	1,119
Juvenile arrests	10	16
All other arrests incl. local ordinances	192	237
Crimes Index UCR	148	125

## Rescue Squad

The Randolph Rescue Squad is a non-profit, volunteer supported organization funded largely by donations received from the residents of Randolph Township. With a dedicated team of 35 active volunteers led by Captain Todd Houston and President Bill Stroh, the Rescue Squad provides the township and its surrounding communities with basic life support services Monday through Friday from 7 pm through 6 am, 24 hours a day on Saturdays and Sundays, as well as on holidays. Coverage on Monday through Friday from 6 am through 7 pm is provided through the township's contract with a local hospital association, Atlantic Ambulance.

The year 2017 marks a significant milestone for the squad, as we celebrate our 50th year of continuous service to the township. Please follow us on Facebook as we share upcoming events throughout the year.

Our volunteers served well over 12,000 hours last year responding

to 863 emergency calls, attending training courses, performing administrative functions, and standing by for many of the township's recreational and school sponsored events. The squad offers transport services to local hospitals, and stand-by services at fire calls and at various community events.

Our highly trained personnel are nationally- and state-registered Emergency Medical Technicians (EMTs), and are certified in cardio-pulmonary resuscitation (CPR) for the Professional Rescuer. All necessary training is provided free of charge, with most of the training done during off-duty hours.

The Randolph Rescue Squad is actively seeking volunteers; all necessary training is provided free of charge. Anyone interested in becoming a member should visit the Rescue Squad's website, [www.randolphrescue.net](http://www.randolphrescue.net) and complete the online application. If you have questions, contact the Rescue Squad via email at [info@randolphrescue.net](mailto:info@randolphrescue.net).

The Randolph Township Fire Department continues to serve the residents with volunteer fire and emergency service as it has for over 80 years. The department also provides for the enforcement of the NJ Uniform Fire Code, public education programs, and other services. The department provides 24-hour service to the residents, with over 125 firefighters working out of four fire stations. Enforcement of the fire code is provided by the Bureau of Fire Prevention, staffed by full time Fire Official, Richard C. Briant, and three part-time inspectors. The Fire Official also serves as the Fire Subcode Official for the Construction Department, and Deputy Coordinator for the Office of Emergency Management.

The Fire Department is headed by Chief Anthony Moschella and Deputy Chief Michael Vanadia who work out of the Municipal Building. Each of the four fire companies is led by a Battalion Chief along with other company officers. Each fire station is privately owned by individual fire associations. The associations are responsible for the maintenance of their facilities. Some funding is provided by the township government, with fundraising activities making up the balance of funds needed.

### ***The four fire companies covering the township are:***

- Fire Company #2, Millbrook, 340 Route 10, Phone: 973-366-6780, [www.millbrookfire.org](http://www.millbrookfire.org)
- Fire Company #3, Mt. Freedom, 670 Millbrook Avenue, Phone: 973-895-2007
- Fire Company #4, Ironia, 331 Dover Chester Road, Phone: 973-584-7393, [www.ironiafire.org](http://www.ironiafire.org)
- Fire Company #5, Shongum Mtn., 118 W. Hanover Ave., Phone: 973-895-3719, [www.shongummountain.com](http://www.shongummountain.com)

### ***Fire Department Activities***

	2016	2015
Structure Fire Responses	2	4
Other Type Fire Responses	34	66
Gas Leaks	6	1
Automatic Fire Alarms	282	219
Other Non-Fire responses	229	229
Mutual Aid	28	26
<b>Total Responses</b>	<b>581</b>	<b>545</b>

	2016	2015
Man-hours – Responses	4,527	5,133
Man-hours – Training, Education, Maintenance	19,032	15,095
<b>Man-hours – Total</b>	<b>23,559</b>	<b>20,228</b>

## Bureau of Fire Prevention

The Bureau of Fire Prevention is part of the Randolph Township Fire Department, and is responsible for the inspection of all buildings within the township. Inspections are done annually, with the exception of all one- and two-family dwellings. Inspections are to ensure compliance with the NJ Uniform Fire Code. The inspectors with the bureau also perform smoke detector/carbon monoxide/fire extinguisher inspections for the sale, re-sale, or change of occupancy for one- and two-family dwellings, as well as the investigation of fires and citizen complaints. Members of the bureau coordinate, with the assistance of fire department members, education programs for the public and for the schools within the township. Other duties include the investigation of fires, citizen complaints, and with the assistance of fire department members, education programs to the public and to the schools within the township. The Fire Official also serves as the Fire Subcode Official for the Building Department. This position involves performing plan reviews and inspections on any new structure, and additions or alterations to any structures.

### ***Fire Prevention Bureau Activities***

	2016	2015
Inspections/Re-Inspections	592	631
Smoke Detector/CO Alarm/ Fire Extinguisher Inspections	466	386
Incident/Complaint Inspections	14	12
Public Education Programs	41	39
Fire Subcode Inspections (New Construction)	426	339

The fire department administrative offices are located in the Municipal Building at 502 Millbrook Avenue. The Fire Official and Fire Inspectors may be reached at 973-989-7039 during normal business hours. The Fire Chief and Deputy Fire Chief may be reached by calling 973-989-7098. You may reach individual fire company officers by calling the phone numbers provided. The best time to reach the fire chiefs or company officers is Monday evening between the hours of 7:00 pm and 9:00 pm.



*Members of the Randolph Township Fire Department participate in Community Wellness Day. Photo by Claire Keller*

The Department of Health and Code Enforcement is responsible for the township's public/environmental health, housing, property maintenance, solid waste, recycling and building department activities. Traditional public and environmental health activities include, but are not limited to, the enforcement of all state health statutes/regulations and municipal health ordinances. In addition to traditional local health activities, the department covers construction plan review, building permit issuance, and all phases of building inspections. This department is headed by Mark Caputo, a licensed Health Officer. The Health Officer serves as Ex Officio member to the Randolph Township Board of Health, an advisory board comprised of resident volunteers. This advisory body provides advice to the Randolph Township Council and administration on a wide variety of matters affecting public health and quality of life.

## The Health Department

The Randolph Township Health Department is a full service agency providing local health services to Randolph residents and to several other municipalities in the region. In order to provide these shared services, state law requires the department be headed by a full-time, NJ licensed Health Officer who is charged with assuring Randolph Township and the municipalities it serves are in compliance with the New Jersey Standards of Performance for Local Boards of Health (NJAC 8:52-1 et seq). The Health Officer does this by coordinating activities of the divisions referenced below.

The sharing of health services is a practice begun by Randolph many years ago as a strategy to enhance the cost efficiency of the department operation. The strategy has been extremely effective, allowing the department to maintain a high level of service while saving Randolph and participating municipalities hundreds of thousands of dollars through the sharing of costs. Under the terms of inter-local service agreements, the Randolph health department covers a combined population of approximately 60,000 providing local health services to Mine Hill, Rockaway Borough, Roxbury and Randolph.

The health department administers other services for Randolph Township such as animal control, recycling coordination, recycling enforcement, solid waste services, NJ Clean Communities program, property maintenance, housing and the Right-to-Know program.

To meet the state mandated performance standards, the department coordinates the following activities:

**Environmental Health Division** performs activities that include inspections of food establishments, food vending machines, bathing places and campgrounds, as well as the monitoring of solid waste disposal, potable water supply, and septic systems. Permits and licenses for fertilizer applications and therapeutic massage establishments are also the responsibility of the health department.

**Housing and Property Maintenance Division** administers the Certificate of Habitability program whereby all rental units within Randolph are inspected prior to occupancy. Rental units, including the garden apartment complexes, are a part of this program; the township ensures that these units remain in a habitable condition consistent with Randolph standards. This division also investigates

and enforces the housing code and property maintenance ordinance where issues such as overcrowding and blight are encountered. Randolph partners with the New Jersey Department of Community Affairs, Multiple Dwelling Program by serving as that agency's contractor to provide five year cyclical housing inspections.

**Animal Control Division** conducts activities that are performed by licensed Animal Control Officers in Randolph, Rockaway Borough, Dover, Mendham Township and Mendham Borough.

This division operates the Randolph Regional Animal Shelter located in Mendham. The division maintains the facility on a daily basis, seven days a week. The division is supported by a large group of volunteers whose duties range from cattery maintenance to dog walking and dog sitting.

The re-purposing of the "old Seeing Eye facility" has afforded tax payers a significant savings over the cost of building a new facility.

Animal Control personnel also participate in rabies prevention services, in animal rescue, in providing care for sick and abandoned animals, and in conducting animal cruelty investigations.

**Public Health Nursing Division** performs adult health screening services including blood pressure, blood chemistry profile, skin cancer, male and female cancers, in addition to well child health clinics, flu immunizations, health risk appraisals, educational programs, and health counseling. The nursing division plays an integral part in all hazard preparedness activities such as Point of Distribution (POD) planning and administration.

In 2016, the nursing division continued to promote the Adult Vaccine for Children Program. The program offers free vaccines to adults who are uninsured or under insured. The program is well utilized by residents, particularly those who are between medical homes due to changes in employer sponsored health insurance. Vaccines made available to township residents through this program are received free of charge via the NJ Department of Health.

This division also responded to numerous welfare check calls; welfare checks are for older residents who may live alone, and are often generated by a call from a concerned neighbor.

**Recycling and Solid Waste Division** performs oversight to the curbside trash and recycling collection, and recycling center operations. Over the past two years, the town successfully transitioned to single stream recycling and the privatization of the curbside collection service. In 2017, curbside collection was further consolidated under one contract; allowing for all materials to be collected by a single contractor. Collection of solid waste and recyclables will be on the same day of the week, except recycling collection will be limited to the 2nd and 4th week of the month.

**Vital Statistics Division** performs state mandated vital statistic services on behalf of the township. These services include issuance of marriage and civil union licenses. The division also complies with the Electronic Death Registration System (EDRS) requirement, whereby all death certificates are now processed via a web based system. This division provides certified copies of birth, marriage, civil union, and death certificates, in addition to other documents mandated under state rules governing vital statistics.

### Public Health Nursing

	2016	2015
Total Home Visits	684	628
Chem-23 Blood Profile	34	60
Communicable Disease	318	332
Childhood Immunizations	255	173
Adult Immunizations	987	723

### Curbside Collection (in tons)

	2016	2015
Weekly Garbage	182	176
Bi-Annual Bulk	296	307
Newspaper Recycling	71	142
Other Paper Recycling	398	402
Mixed Recyclables	2,473*	2,632*
Appliances/Metal	272	224

\* Curbside single stream tonnage.

### Vital Statistics

	2016	2015
Marriage Licenses	147	103
Births Recorded	0	20
Deaths Recorded	47	28
Civil Unions	0	0

### Inspections

	2016	2015
Food/Drink/Vending	291	289
Septic	238	207
Certificate of Habitability	536	496

### Animal Control

	2016	2015
Rabies Vouchers	751	481
Dog Licenses	2,429	2,431
Cat Licenses	437	468
Animals to Shelter	303	371
Adopted Animals	112	170
Returned to owner	88	112

## The Construction Department (Code Enforcement)

The Construction Department, supervised by Construction Official Rod Schmidt, continues to successfully utilize the Randolph / Roxbury Shared Construction Official agreement. The Construction Official, a state mandated position, administers and enforces the provisions of the state's Uniform Construction Code, as well as municipal codes and ordinances relating to construction activities.

This department is responsible for plan reviews, and for the issuance of permits for all construction activity within the township. Additionally, departmental staff inspect work authorized by permits, and periodically inspect structures and land in the township to investigate potential violations brought to the department's attention.

Randolph and Roxbury are similar in that the municipalities are nearing the point of "build out" which means there are few large undevelopable tracts. Nearing the point of "build out" makes this shared service viable as construction activities are limited to work performed on existing developed parcels.

### Building Department Activities

	2016	2015
New Residential Const.	28	24
New Commercial Const.	5	3
Alteration Permits	1,544	1,549
Inspections	4,743	4,464
Certificates of Occupancy	48	23
Certificate of Approvals	1,660	1,489
Permits & Updates Issued	1,762	1,682



Bentley, rescued by Animal Control staff from an online sale, has since found his forever home and is now a therapy and service dog.

The Department of Public Works, headed by Director Tom Spring, currently employs 19 full-time employees and four part-time recycling attendants.

### This Department consists of the following divisions:

- Division of Public Roads
- Division of Recycling
- Division of Fleet Maintenance

## Division of Public Roads

The Division of Public Roads maintains approximately 152 miles of roadways, about 2,000 drainage inlets, 150 storm water outfalls, 40 detention basins and water quality swales, and an estimated 100 miles of storm drains. The division also oversees the snow and ice removal operation, roadside mowing, roadway cleaning, traffic sign maintenance, and coordinates the annual roadway striping and overlay programs.

## Division of Recycling

The Division of Recycling operates the Recycling Center, administers the fall leaf and the spring brush collections, and coordinates the mulch delivery program. As part of the recycling operation, this division also delivers the recycled products to facilities which market the materials.

## Division of Fleet Maintenance

This division manages fleet maintenance for all Public Works vehicles, the township's police, fire, ambulance, and administrative vehicles. The maintenance and repair for the approximately 225 vehicles is performed in-house.

### Major departmental projects and accomplishments during 2016:

- The overlay program of municipal roads entails upgrading and repairing over 160 catch basins to comply with environmental mandates regarding storm water systems and to be structurally sound. The department milled and repaved 8.26 miles of the municipal road system, nearly three times the amount done in previous years.
- A significant project was the installation of underground drainage on both Red Barn Lane and on Ripplewood Drive to prevent ground water from surfacing and pooling, thereby eliminating the possibility of mosquito breeding during the summer and ice forming during the winter.
- The State of New Jersey requires that all regulatory signs be equipped with the highest available reflectivity in order to increase nighttime visibility. To meet this requirement, the department completed the third stage of the program in the Millbrook area. Installation will continue, and be completed throughout the township, in 2017.

Comparison of Seasonal Services Provided		
Program	2016	2015
Spring Brush Collection (cubic yards)	4,430	4,560
Fall Leaf Collection (cubic yards)	17,400	14,913
Road Overlay Program (miles)	8.26	3.50



Department of Public Works crew makes repairs to a catch basin.



One of the Randolph Township mechanics performs routine maintenance on a township vehicle.

## Division of Engineering

The Division of Engineering is headed by Engineering Administrator, Ralph Carchia, and utilizes Paul Ferriero of Ferriero Engineering, Inc. as the consulting Township Engineer.

Engineering maintains all technical records with respect to public property, facilities owned and operated by the township, as well as current design plans related to township water and sewer infrastructure construction. On a daily basis, the division inspects ongoing development sites, responds to resident inquiries, designs and manages small to medium township projects, prepares Requests for Proposals for major construction projects, assists in the planning and execution of Public Works and Water/Sewer projects, and provides assistance to all other departments as needed. Reviews of planning and zoning applications are also provided.

The Division of Engineering supervises and coordinates personnel, operations, and all improvement projects within the Water and Sewer Department. On a daily basis, the department reviews new or proposed water/sewer improvements and connections for single family homes, commercial properties, subdivisions, and existing infrastructure. The division also prepares cost estimates, performs inspections of new water and sewer improvements, prepares water and sewer fee calculations, and submits permit applications and records to NJ Department of Environmental Protection (NJDEP), Rockaway Valley Regional Sewerage Authority (RVRSA), Morris County Municipal Utilities Authority (MCMUA), Morris Township, and the Town of Dover for utilities provided to Randolph Township.

## Division of Water and Sewer

The Division of Water and Sewer is responsible for the operation and maintenance of all water and sewer infrastructure owned by the Township of Randolph, which includes the following:

### WATER SYSTEM

- 145 miles of potable water lines
- 9 water pressure regulating valves
- 1,000 fire hydrants
- 1 water pressure booster station
- 1.4 million gallon water storage tank

### SANITARY SEWER SYSTEM

- 78 miles of sanitary sewer lines and force mains
- 9 sanitary sewer pumping stations
- 1,900 sanitary sewer manholes

The township purchases water from the MCMUA. The division conducts all EPA and NJDEP required water quality testing, and a yearly leak detection survey for the entire water distribution system.

The township collects and conveys sewerage to the Rockaway Valley Regional Sewerage Authority and the Butterworth Treatment Plant.

### ***The following are some 2016 accomplishments:***

- Design, management and inspection of the Butterworth II sewer extension project.
- Design, management and inspection of the Harvey Terrace water main extension.
- Performed Sanitary Sewer Infiltration & Inflow Study for the Shongum Lake Sewer service area.
- Design, management and Inspection of Phase I & II of the Sussex Turnpike Water main extension projects.
- Water & Sewer Department personnel performed the installation of 700 linear feet of water main in conjunction with the West Hanover Avenue relocation.
- Prepared bid specifications, managed, and inspected the EA Porter/ Bennett Ave building demolition project.
- Resurfaced Sussex Turnpike from Harvey Terrace to Calais Road through an interlocal agreement with Morris County.



Water & Sewer Department crew works on the realignment of the water main along West Hanover Avenue and Sussex Turnpike. 8/24/2016

The Division of Planning & Zoning Administration/GIS (Geographical Information Systems) administers all matters with regard to land use and planning activities ongoing within the township. Planning and Zoning Administrator Darren Carney serves as liaison for the administration to the Planning Board and to the Board of Adjustment, advises and determines the completeness of applications pending before these boards, supervises the development and maintenance of the GIS and related systems, and acts as the municipal housing liaison for the purpose of administering the township's affordable housing program pursuant to the Fair Housing Act. The Zoning Officer reviews applications for development and/or construction to determine compliance with zoning standards prior to the issuance of construction permits, issues zoning permits and zoning certificates of occupancy, performs regular inspections within the township to ensure compliance with zoning ordinances and approvals, and issues notices and/or summonses for violations of the zoning code or violations of site plan conditions as set by the Planning Board or Board of Adjustment. In addition, the Zoning Officer prepares reports on applications pending before the Board of Adjustment.

Zoning Enforcement	2016	2015
Enforcement Action	142	231
Application Review	532	580
Approvals	495	507
Denials	37	73
Summonses Issued	9	27
Number of Cases	9	9

## Planning Board

The Planning Board hears development applications that are typically in compliance with the zoning regulations. Plans for the upcoming year include completing the Mount Freedom Planning Study Update, and referrals of ordinance and zoning map changes from the Township Council.

Planning Board	2016	2015
Applications Heard:	9	9
<b>Approved</b>	<b>2016</b>	<b>2015</b>
Site Plans	7	6
Sq. Ft. Nonresidential	14,920	34,516
Variances	5	4
Subdivisions	2	0
# Lots	1	0

## Board of Adjustment

The Board of Adjustment hears development applications that are not in compliance with the zoning regulations. These may include simple variance requests for setbacks on residential properties, to large commercial projects in which the use is not permitted. The board hears testimony and renders a decision based on the best interest of the township and its residents.

Board of Adjustment	2016	2015
Applications Heard:	14	16
<b>Approved</b>	<b>2016</b>	<b>2015</b>
Site Plans	1	2
Variances	13	15
Subdivisions	0	0
# Lots	0	0



Artist's rendering of the Primrose School being constructed on Middlebury Boulevard

The Randolph Township Free Public Library maintained its high level of service to the residents of Randolph. The library provided services including access to materials in a variety of formats, adult and children's library and community programming, and access to computer and other technology resources.

## **Below are selected highlights from 2016:**

- Program attendance increased by approximately 3,200 participants. Programs offered included concerts, films, lectures, and live performances.
- Collection includes books, eBooks, CDs, DVDs, Blu-Rays, audiobooks in a variety of formats, magazines, and CD-ROMs.
- Free eBooks, magazines, and audiobooks are available for downloading through **3M** and **Zinio**.
- Free music downloads are offered through **Freegal**.
- Story times for babies, toddlers, preschoolers, and elementary school children.
- Book clubs for children and adults.
- 26 computing stations available with cable connectivity as well as wireless Internet access.
- Eight word processing stations, color printing and copying, and an easy-to-use scanner that scans to flash drive or email.
- One Google ChromeBox station for students whose schools require such to access school materials.
- Five multi-game computers for children.
- Teen area that includes lounge and bistro seating, drafting table, four computers with widescreen monitors, books, rock, pop, rap, soundtrack CDs, PG-13 DVDs, and magazines to borrow.
- Expanded graphic novel and manga collection.
- Access to online content including **RefUSA** and **Consumer Reports**.
- Using the Morris Automated Information Network, cardholders are able to place holds on materials system-wide, renew materials online, and request books through the statewide network, JerseyCat.

## **Library Statistics – 2016**

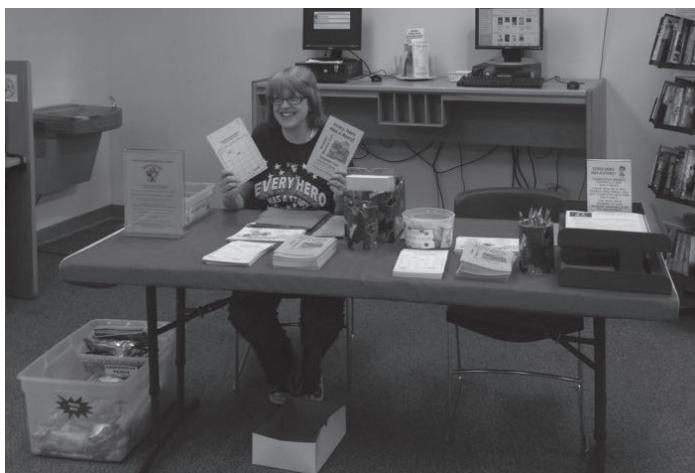
Circulation	259,799
Items owned	116,242
Program attendance	13,650
Visits	110,156

## **Library Operating Budget**

Income	\$	Expenses	\$
Township	944,939	Salaries	653,518
State Aid	11,196	Materials	148,847
Contributions	1,729	Other operating	390,753
Fines	17,429	Capital improvement	3,580
Other	134,437	Programs	28,048
<b>Total</b>	<b>\$1,109,730</b>	<b>Total</b>	<b>\$1,224,746</b>



*"Dino Man" and his large friends visited the library.*



*The Summer Reading Club is always popular.*



# March 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
		Traffic Advisory Committee 7:30 p.m. Economic Development Committee 7:30 p.m.		Recreation Advisory Committee 7:30 p.m.* Board of Adjustment 7:30 p.m. Library Board of Trustees 7:30 p.m.**		
12	13	14	15	16	17	18
		Board of Health 7:00 p.m.	Parks Advisory Committee 7:30 p.m.*	Township Council 7:00 p.m.		
19	20	21	22	23	24	25
		Planning Board 7:00 p.m.		Board of Adjustment 7:30 p.m.		
26	27	28	29	30	31	
			Municipal Alliance Committee 9:00 a.m.			

All meetings are held at the Municipal Building unless otherwise noted.  
\* Meetings are held at the Community Center. \*\* Meetings are held at the Township Library.

Please visit [www.randolphnj.org](http://www.randolphnj.org) for the most up to date meeting information.

# April 2017



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	
2	3	4	5	6	7	8
				Township Council 7:00 p.m. Municipal Offices Late Night		
9	10	11	12	13	14	15
				Recreation Advisory Committee 7:30 p.m.* Library Board of Trustees 7:30 p.m.**		
16	17	18	19	20	21	22
					Good Friday Municipal Offices Closed	
23	24	25	26	27	28	29
					Township Council 7:00 p.m. Board of Adjustments 7:30 p.m.	
30						

Please visit [www.randoiphnj.org](http://www.randoiphnj.org) for the most up to date meeting information.

All meetings are held at the Municipal Building unless otherwise noted.  
 \* Meetings are held at the Community Center. \*\* Meetings are held at the Township Library.



# May 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b> Planning Board 7:00 p.m.	<b>2</b> Traffic Advisory Committee 7:30 p.m. Economic Development Committee 7:30 p.m.	<b>3</b>	<b>4</b>	Township Council 7:00 p.m. Municipal Offices Late Night	<b>5</b>
<b>7</b>	<b>8</b> Board of Health 7:00 p.m.	<b>9</b>	<b>10</b>	<b>11</b> Recreation Advisory Committee 7:30 p.m.* Board of Adjustment 7:30 p.m. Library Board of Trustees 7:30 p.m.**	<b>12</b>	<b>13</b>
<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
				Township Council 7:00 p.m.		
					<b>25</b>	<b>26</b>
<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>		<b>27</b>	
<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	Municipal Alliance Committee 9:00 a.m.		
		Memorial Day Municipal Offices Closed				

All meetings are held at the Municipal Building unless otherwise noted.  
\* Meetings are held at the Community Center. \*\* Meetings are held at the Township Library.

Please visit [www.randolphnj.org](http://www.randolphnj.org) for the most up to date meeting information.



# June 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
		Traffic Advisory Committee 7:30 p.m. Economic Development Committee 7:30 p.m.		Library Board of Trustees 7:30 p.m.** Board of Adjustment 7:30 p.m.		
11	12	13	14	15	16	17
		Recreation Advisory Committee 7:30 p.m.* Parks Advisory Committee 7:30 p.m.*		Township Council 7:00 p.m.	23	24
18	19	20	21	22	28	29
		Board of Health 7:00 p.m.		Board of Adjustment 7:30 p.m.	30	
25	26	27	28	29	30	
		Planning Board 7:00 p.m.		Municipal Alliance Committee 9:00 a.m.		
				Township Council 7:00 p.m.		

Please visit [www.randoiphnj.org](http://www.randoiphnj.org) for the most up to date meeting information.

All meetings are held at the Municipal Building unless otherwise noted.  
\* Meetings are held at the Community Center. \*\* Meetings are held at the Township Library.



# July 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	
2	3	4	5	6	7	8
			Independence Day Municipal Offices Closed		Township Council 7:00 p.m.	
9	10	11	12	13	14	15
				Recreation Advisory Committee 7:30 p.m.* Board of Adjustment 7:30 p.m. Library Board of Trustees 7:30 p.m.**		
16	17	18	19	20	21	22
23	24	25	26	27	28	29
		Planning Board 7:00 p.m.		Township Council 7:00 p.m. Board of Adjustment 7:30 p.m.		
30		31				

All meetings are held at the Municipal Building unless otherwise noted.  
\* Meetings are held at the Community Center. \*\* Meetings are held at the Township Library.

Please visit [www.randolphi.org](http://www.randolphi.org) for the most up to date meeting information.



# August 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
				Recreation Advisory Committee 7:30 p.m.*		
				Board of Adjustment 7:30 p.m.		
				13	14	15
				16	17	18
				19	20	21
				22	23	24
				25	26	27
				28	29	30
				31		

All meetings are held at the Municipal Building unless otherwise noted.  
\* Meetings are held at the Community Center. \*\* Meetings are held at the Township Library.

Please visit [www.randolphnj.org](http://www.randolphnj.org) for the most up to date meeting information.



# September 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	
<b>3</b>	<b>4</b>	<b>5</b> Traffic Advisory Committee 7:30 p.m. Economic Development Committee 7:30 p.m. Municipal Offices Closed	<b>6</b> Municipal Alliance Committee 7:00 p.m.	<b>7</b> Township Council 7:00 p.m. Municipal Offices Late Night	<b>8</b>	<b>9</b>
					<b>10</b>	<b>11</b>
					<b>12</b> Board of Health 7:00 p.m.	<b>13</b> Parks Advisory Committee 7:30 p.m.*
					<b>14</b> Recreation Advisory Committee 7:30 p.m.* Board of Adjustment 7:30 p.m. Library Board of Trustees 7:30 p.m.**	<b>15</b>
					<b>16</b>	
					<b>17</b>	<b>18</b>
					<b>19</b> Planning Board 7:00 p.m.	<b>20</b>
					<b>21</b>	<b>22</b>
					<b>23</b>	
					<b>24</b>	<b>25</b>
					<b>26</b>	<b>27</b> Municipal Alliance Committee 9:00 a.m.
					<b>28</b>	<b>29</b> Township Council 7:00 p.m. Board of Adjustment 7:30 p.m.
					<b>30</b>	

All meetings are held at the Municipal Building unless otherwise noted.  
\* Meetings are held at the Community Center. \*\* Meetings are held at the Township Library.

Please visit [www.randolphi.org](http://www.randolphi.org) for the most up to date meeting information.



# October 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>1</b>	<b>2</b>	<b>3</b> Traffic Advisory Committee 7:30 p.m. Economic Development Committee 7:30 p.m.	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
	Planning Board 7:00 p.m.			Municipal Offices Late Night		
<b>8</b>	<b>9</b>	<b>10</b> Township Council 7:00 p.m. Parks Advisory Committee 7:30 p.m.*	<b>11</b>	<b>12</b> Library Board of Trustees – 7:30 p.m.** Recreation Advisory Committee 7:30 p.m.*	<b>13</b>	<b>14</b>
	Board of Health 7:00 p.m.					
<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>
				Township Council 7:00 p.m.		
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>
	Planning Board 7:00 p.m.					
<b>29</b>	<b>30</b>	<b>31</b>		Municipal Alliance Committee 9:00 a.m.	Board of Adjustment 7:30 p.m.	

All meetings are held at the Municipal Building unless otherwise noted.  
\* Meetings are held at the Community Center. \*\* Meetings are held at the Township Library.

Please visit [www.randoiphnj.org](http://www.randoiphnj.org) for the most up to date meeting information.



# November 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
		Traffic Advisory Committee 7:30 p.m. Economic Development Committee 7:30 p.m.		Library Board of Trustees - 7:30 p.m.** Recreation Advisory Committee 7:30 p.m.* Board of Adjustment 7:30 p.m.		
		Planning Board 7:00 p.m.				
12	13	14	15	16	17	18
		Board of Health 7:00 p.m.	Parks Advisory Committee 7:30 p.m.*	Township Council 7:00 p.m.		
19	20	21	22	23	24	25
				Thanksgiving Municipal Offices Closed	Thanksgiving Municipal Offices Closed	
26	27	28	29	30		
			Municipal Alliance Committee 9:00 a.m.			

All meetings are held at the Municipal Building unless otherwise noted.  
\* Meetings are held at the Community Center. \*\* Meetings are held at the Township Library.

Please visit [www.randolphnj.org](http://www.randolphnj.org) for the most up to date meeting information.



# December 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	
<b>3</b>	<b>4</b>	<b>5</b> Traffic Advisory Committee 7:30 p.m. Economic Development Committee 7:30 p.m.	<b>6</b> Planning Board 7:00 p.m.	<b>7</b> Township Council 6:00 p.m. Municipal Offices Late Night	<b>8</b>	<b>9</b>
<b>10</b>	<b>11</b> Board of Health 7:00 p.m.	<b>12</b> Parks Advisory Committee 6:30 p.m.* Recreation Advisory Committee 6:30 p.m.*	<b>13</b>	<b>14</b> Library Board of Trustees 7:30 p.m.** Board of Adjustment 7:30 p.m.	<b>15</b>	<b>16</b>
<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>
<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>
<b>31</b>			Christmas Municipal Offices Closed			

*Please visit [www.randoiphnj.org](http://www.randoiphnj.org) for the most up to date meeting information.*

*All meetings are held at the Municipal Building unless otherwise noted.  
\* Meetings are held at the Community Center. \*\* Meetings are held at the Township Library.*



# January 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b> New Years Day Municipal Offices Closed Township Council Reorganization Meeting 1:00 p.m.	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>
		Planning Board 7:00 p.m.		Board of Adjustment 7:30 p.m.		
	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
		Planning Board 7:00 p.m.		Board of Adjustment 7:30 p.m.		
	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>		

All meetings are held at the Municipal Building unless otherwise noted.  
\* Meetings are held at the Community Center. \*\* Meetings are held at the Township Library.

Please visit [www.randolphnj.org](http://www.randolphnj.org) for the most up to date meeting information.

# Hours of Operation – Whom to Call

2016 Annual Report

## Hours of Operation

### Township Offices

502 Millbrook Avenue  
973-989-7100  
www.randolphnj.org  
Mon-Fri: 8:30 a.m. – 4:30 p.m.  
For special evening hours visit  
www.randolphnj.org

### Police Department

502 Millbrook Avenue  
973-989-7010  
Police Emergencies – Dial 911

### Public Works and Recycling

**Public Works Operations**  
1345 Sussex Turnpike  
973-989-7086  
7:00 a.m. – 3:00 p.m.

### Recycling Center

Intersection of Morris & Sussex Turnpike  
973-989-7050  
Closed Monday and Tuesday  
Wed-Fri: 7:00 a.m. – 3:00 p.m.  
Sat: 8:00 a.m. – 4:00 p.m.  
Sun: 9:00 a.m. – 3:00 p.m.

### Library

28 Calais Road  
973-895-3556  
Mon-Thurs: 9:00 a.m. – 9:00 p.m.  
Fri-Sat: 9:00 a.m. – 5:00 p.m.  
Sun: Noon – 4:00 p.m.  
Summer hours differ from  
this schedule.

### Community Center and Recreation Offices

30 Calais Road  
973-989-7081  
Hours are the same as the  
township offices.

## Whom to Call

### ADMINISTRATION

**Stephen P. Mountain**  
Township Manager  
973-989-7060

**Darren Carney**  
Planning & Zoning  
Administrator  
973-989-7080

**Donna Marie Luciani**  
Township Clerk  
973-989-7041

**Ralph Carchia**  
Engineering Administrator,  
Water and Sewer  
973-989-7068

### POLICE

**David N. Stokoe**  
Chief of Police  
973-989-7014

**Chris Giuliani**  
Lieutenant, Investigations  
and Services  
973-537-7111

**Jeff Gomez**  
Lieutenant, Administrative  
973-989-7013

**William Harzula**  
Lieutenant, Patrol  
973-989-7033

### FIRE

**Anthony Moschella**  
Fire Department Chief  
973-989-7098

**Richard C. Briant**  
Fire Official, Fire Sub Code Official  
973-989-7039

### EMERGENCY MANAGEMENT

**William E. Wagner**  
Emergency Management  
Coordinator  
973-214-7629

### COURT

**Christine Hopler**  
Court Administrator  
973-989-7055

**Rose Marie Jung**  
Deputy Court Administrator  
973-989-7055

### FINANCE

**Darren Maloney**  
Chief Financial Officer  
973-989-7045

**Lisa Combes**  
Treasurer/Tax Collector  
973-989-7047

**Glen Sherman**  
Tax Assessor  
973-989-7075

### HEALTH AND CONSTRUCTION CODE

**Mark Caputo**  
Director  
973-989-7050

**Rod Schmidt**  
Construction Official  
973-989-7071

### PUBLIC WORKS

**Tom Spring**  
Director  
973-989-7086

### PARKS, RECREATION, AND COMMUNITY SERVICES

**Russ Newman**  
Director  
973-989-7081

**Jeanne Montemarano**  
Assistant Director  
973-989-7081

### LIBRARY

**Lore Reinhart**  
Director  
973-895-3556

**Robert Tambini**  
Assistant Director  
973-895-3556



Township of Randolph  
Randolph, NJ 07869-3799

PRESORTED  
STANDARD  
U.S. POSTAGE  
**PAID**  
DOVER, NJ 07801  
PERMIT NO. 273

## POSTAL PATRON Randolph, NJ 07869

### 2017 Township Council



Christine Carey  
Mayor



Mark Forstenhauser  
Deputy Mayor



Michael Guadagno



James B. Loveys



Allen M. Napoliello



Lance Tkacs



Joanne Veech

