

**TOWNSHIP  
OF  
BURLINGTON**  
Burlington County  
NEW JERSEY  
08016

**MUNICIPAL SERVICES  
DIRECTORY  
2012**

**“Acres of Opportunity”  
Square Miles: 14.72  
Total Acreage: 9,420**

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**EMERGENCY PHONE NUMBER:  
9-1-1**

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Non-Emergency Phone Numbers

Police .....	609-386-1000
Fire .....	609-387-1111
Emergency Management .....	609-386-2019
Ambulance .....	609-387-1111
Emergency School Closing.....	609-387-1731
Police Record.....	609-239-5882
Police (General Information).....	609-386-2019

**BRIAN J. CARLIN  
MAYOR**

**PRESIDENT OF COUNCIL: E.L. PETE GREEN  
PRESIDENT PRO-TEM: CARL M. SCHOENBORN  
COUNCILMAN MICHAEL K. CANTWELL  
COUNCILMAN GEORGE M. KOZUB  
COUNCILMAN HARRY McCONNELL  
COUNCILMAN RICHARD W. QUINN, JR.  
COUNCILWOMAN SANDRA V. STEWART**

Municipal Office Building  
851 Old York Road  
Burlington Township, NJ 08016  
609-386-4444

WEB Site: <http://www.twp.burlington.nj.us>

# TOWNSHIP GOVERNING BODY

OFFICE OF THE MAYOR.....239-5834

OFFICE OF TOWNSHIP COUNCIL ..... 239-5815

## REGULAR MEETINGS

are held 2<sup>nd</sup> & 4<sup>th</sup> Tuesday at 7:00 P.M.

## EXECUTIVE SESSIONS

are held 1<sup>st</sup> & 3<sup>rd</sup> Tuesday at 7:00 P.M.

## MUNICIPAL DEPARTMENTS, OFFICES & SERVICES

Daily Hours: Monday thru Friday - 9:00 am to 5:00 pm – Unless Otherwise Noted

### **ADMINISTRATOR**

Walter J. Corter .....239-5838

Email: [wcorter@twp.burlington.nj.us](mailto:wcorter@twp.burlington.nj.us)

### **AFFORDABLE HOUSING OFFICER**

Anthony J. Carnivale, Jr. ....239-5815

Email: [ajcarnivale@rcn.com](mailto:ajcarnivale@rcn.com)

### **ASSESSOR**

Gilbert V. Goble .....239-5827

Email: [ggoble@twp.burlington.nj.us](mailto:ggoble@twp.burlington.nj.us)

### **AUDITOR**

Holman and Frenia, P.C .....953-0612

### **CHIEF LAW ENFORCEMENT OFFICER**

Director: Kevin A. Shoppas .....239-5855

Email: [kshoppas46@burltwppd.com](mailto:kshoppas46@burltwppd.com)

### **CLERK/GOVERNING BODY**

Anthony J. Carnivale, Jr., RMC .....239-5815

Email: [ajcarnivale@rcn.com](mailto:ajcarnivale@rcn.com)

Deputy Clerk: Mary E. Field .....239-5816

Agendas, Dog Licenses, Minutes, Ordinances, Resolutions, Vending Licenses  
and Voting Registrations

### **CONSTRUCTION OFFICIAL/BUILDING INSPECTOR**

Michael Wright .....239-5844

Email: [mwright@twp.burlington.nj.us](mailto:mwright@twp.burlington.nj.us)

### **BUILDING SUB-CODE OFFICIAL/BUILDING INSPECTOR**

Henry Freck .....239-5847

### **TOWNSHIP SOLICITOR**

David M. Serlin Esq. ....856-222-9460

### **COURT ADMINISTRATION**

Administrator: Rosa Henry .....239-5825

Email: [rhenry@twp.burlington.nj.us](mailto:rhenry@twp.burlington.nj.us)

Municipal Judge: Dennis J. McInerney

Prosecutor: Donna Lee Vitale, Esq.

Public Defender: Dorion B. Morgan, Esq.

### **INFORMATION TECHNOLOGY**

Director: John J. Stewart, Jr., RPPO, QPA .....239-5821

Email: [jstewart@twp.burlington.nj.us](mailto:jstewart@twp.burlington.nj.us)

### **ELECTRICAL INSPECTOR/SUB-CODE OFFICIAL**

Michael Wright .....239-5844

Email: [mwright@twp.burlington.nj.us](mailto:mwright@twp.burlington.nj.us)

### **EMERGENCY MANAGEMENT**

Municipal Coordinator: Kevin A. Shoppas .....239-5855

Deputy Coordinator: Deborah Painter

### **ENGINEER**

Scott Hatfield, PE, CME .....239-5836

Email: [shatfield@twp.burlington.nj.us](mailto:shatfield@twp.burlington.nj.us)

### **ENDEAVOR EMERGENCY SQUAD**

Chief Dave Ekelburg .....386-8899

Email: [dekelburg@endeavorems.org](mailto:dekelburg@endeavorems.org)

### **FIRE SERVICES DIRECTOR**

Tony Correia .....239-5802

1604 Burlington By-Pass

Email: [tony.correia@btfld.org](mailto:tony.correia@btfld.org)

### **FIRE CHIEF**

William Diamond .....239-5849

**FIRE COMPANIES (VOLUNTEER)**

Independent Fire Company No. 1 .....386-0462  
Beverly Road Fire Company No. 2 .....386-0595  
Relief Fire Company No. 3 .....386-2880

**FIRE PREVENTION BUREAU**

Fire Official:  
Matthew Tomaszewski.....239-5851  
Assistant Fire Officials:  
Robert J. Ciasca & Craig E. Leshner

**FIRE SUB-CODE OFFICIAL**

Michael Wright .....239-5844  
Email: mwright@twp.burlington.nj.us

**FIRE INSPECTOR**

Michael Wright .....239-5844  
Email: mwright@twp.burlington.nj.us

**GREEN TEAM INFO CENTER** .....239-5810

**HEALTH ADVISORY COUNCIL** .....239-5845

**HERITAGE COMMISSION INFO CENTER** .....239-5810

**HOUSING INSPECTOR**

Edward M. Stetz, Jr. ....239-5845  
Email: estetz@twp.burlington.nj.us

**LICENSING & INSPECTION**

Office Hours: 8:00 a.m. to 4:45 p.m. ....239-5847  
Email: bchilton@twp.burlington.nj.us

**MAYOR**

Brian J. Carlin .....239-5834  
Email: wcorter@twp.burlington.nj.us

**PLANNING & ZONING BOARD**

Office Hours: 8:00 a.m. to 4:45 p.m.  
Administrative Officer: Eileen Liss.....239-5810  
Email: erliss@twp.burlington.nj.us

**PLUMBING INSPECTOR/SUB-CODE OFFICIAL**

John Weidenbach .....239-5843

**POLICE RECORDS**

Office Hours: 8:00 a.m. to 4:00 p.m. ....239-5882

**PUBLIC WORKS**

Director/Superintendent: Gary G. Snyder .....239-5908  
Email: gsnyder@twp.burlington.nj.us  
Office Hours: 7:30 a.m. to 4:00 p.m. ....239-5909  
Office located at 1106 Oxmead Road - Garage, Equipment,  
Maintenance, Roads, Sanitation, Sewer, Water, Special Trash Pick-Ups and Building Maintenance

**PURCHASING**

Purchasing Agent: John J. Stewart, Jr., RPPO, QPA .....239-5821  
Email: jstewart@twp.burlington.nj.us

**RECREATION DEPARTMENT**

Director: James Craig.....387-2775  
1101 Lake Avenue  
Email: btrecdept@comcast.net

**REGISTRAR OF VITAL STATISTICS**

Registrar: Mary E. Field, CMR .....239-5816  
Email: mfield@twp.burlington.nj.us  
Deputy Registrar: Sherita Singleton, CMR .....239-5814  
Alternate Deputy Registrar: Cindy Eckman-Crist .....239-5817  
Office Hours: 9:00 a.m. to 4:00 p.m.  
Burial Permits, Death Certificates, Marriage Licenses, Marriage Certificates, Civil  
Unions, Civil Union Certificates, Domestic Partnerships, Domestic Partnership  
Certificates and Birth Certificates

**SCHOOLS**

Superintendent: Dr. Christopher Manno .....387-3955  
School Business Administrator/Board Secretary: Mary Ann Bell .....387-3955  
Athletic Director: Peter Teifer .....387-1713  
Board of Education.....387-3955  
Website: www.burltwpsch.org  
Burlington Township High School Main Building .....387-1713  
(Grades 10, 11 & 12)

Thomas O. Hopkins Building.....	387-3774
(Grade 9)	
Burlington Township Middle School at Springside .....	699-4021
(Grades 6, 7 & 8)	
Fountain Woods School .....	387-1799
(Grades 3, 4, 5)	
B. Bernice Young School.....	386-3520
(Grades Pre K, Kindergarten, 1 & 2)	
<b>TAX COLLECTOR</b>	
Lan Chen Shen .....	239-5806
Email: lshen@twp.burlington.nj.us	
Office Hours: 8:00 am – 5:00 pm	
Sanitary Sewer, Taxes, Water Utility Bills, Special Assessments	
<b>TREASURER/CFO</b>	
Dawn M. Bass .....	239-5812
Email: dhubbard@twp.burlington.nj.us	
<b>VETERANS ASSISTANCE - Contact:</b>	
Burlington County Veterans Service Officer	
Walter Tafe .....	265-5008
Veterans of Foreign Wars	
VFW Post 1817 .....	386-3608
American Legion	
Post 79.....	386-5253
Post 336.....	386-9878
<b>ZONING OFFICER:</b> Edward M. Stetz, Jr. ....	239-5845

## TOWNSHIP, BOARDS, COMMISSIONS & COMMITTEES

### COMMISSION ON AGING

Meets 1<sup>st</sup> Thursday - 1:00 p.m. at Sylvan Lakes Recreation Building  
(Except July and August)

Chairperson .....	Marian A. Simpson
Vice Chairperson .....	Katherine Clark
Secretary .....	Katherine Lazorchak
Treasurer .....	Helen Jacobi
Members. ....	Harry Beach,
.....	Marion Burr, Janet “Pat” Gallagher
.....	Clay Howell, Mary Morrissey
Council Representative .....	Harry McConnell

### ENVIRONMENTAL COMMISSION

Meets Quarterly

Chairperson .....	Edward M. Stetz, Jr.
Vice Chairperson .....	Gary G. Snyder
Secretary .....	James Craig
Members .....	Antoinette Horner,
.....	Eileen Liss, Delbert Rife
Council Representative .....	Harry McConnell

**FIRE DEPARTMENT**

Director of Fire Services.....Tony Correia

**BOARD OF FIRE COMMISSIONERS**

Regular Meeting meets 4<sup>th</sup> Wednesday - 7:00 p.m.  
Executive Meeting meets 2<sup>nd</sup> Thursday – 7:00 p.m.  
Phone Number: 239-5849  
Web Site: www.btfcd.org

Chairman .....Herbert C. Tomer, Jr.  
Vice Chairman.....Anthony Ciasca  
Treasurer.....Terry M. Field  
Secretary.....Paul S. Vincent  
Asst. Secretary/Treasurer.....Kevin Shoppas

**FIRE CHIEF’S BOARD**

Meets 4<sup>th</sup> Monday – 7:00 p.m.

Department Chief.....William Diamond  
Assistant Chief.....Ernest Hambleton  
Assistant Chief.....Craig Leshner, Jr.  
Assistant Chief.....Ed Hoffman

**BUREAU OF FIRE PREVENTION**

Fire Official .....Matthew Tomaszewski  
Assistant Fire Officials .....Robert J. Ciasca  
.....Craig E. Leshner  
Inspectors.....Anthony C. Ciasca, Robert Ciasca,  
.....Kyle Hinkel, James Jones,  
.....Warren Lane, Howard Nixon,  
.....Darren Thompson

**GREEN TEAM**

Meets 3<sup>rd</sup> Thursday – 7:00 p.m.

Chairperson.....Charles M. Finley  
Vice Chairperson .....Jeffrey Taylor  
Council Liaison.....Scott Hatfield  
Secretary .....Eileen R. Liss  
Recording Secretary.....Rachelle Jung  
Members.....Mary Ann Bell, Maria Brimat, Anthony Correia, Matthew Farr,  
Jessica Gizinski, Judy Hirt, Terrance Huettl, Robert Jung, Dr. Richard Lynch,  
Ashwin Patel, Lauren Smith, John H. Smith, Nicola Vigh  
Junior Member.....Jordon Bentley  
Council Representatives...George M. Kozub, Carl M. Schoenborn

**HEALTH ADVISORY COUNCIL**

Meets 3<sup>rd</sup> Wednesday – 3:30 p.m.

Chairperson/Secretary.....Leslie Brining  
Members .....Janet Limone,  
Deborah Ford, George M. Kozub, Diane Schoenborn

**HERITAGE COMMISSION**

Meets Quarterly

Chairperson..... Eileen Liss  
Vice Chairperson ..... Michael Wright  
Secretary ..... Donna Granath  
Members..... Ann Marie Allen, Samuel Ballinger, Jodi Botlinger  
                  Loretta Burgess, Tara Carlin, Katherine Clark, Karen Corter, Joseph L. Field,  
                  Mary E. Field, Charleen George, Stephen George, Antoinette Horner, Rachelle Jung,  
                  Deborah Painter, John J. Pinto, Sharon Quinn, Stacey Schwoebel, Christine Warren  
Junior Member..... Taylor Nutbrown  
Council Representative ..... Richard W. Quinn, Jr.

# TOWNSHIP BOARDS, COMMISSIONS & COMMITTEES

## MAYOR'S CITIZENS ADVISORY COMMITTEE

Meets 3<sup>rd</sup> Monday – 7:00 p.m.

Mayor ..... Brian J. Carlin  
Chairperson ..... Charles Breingan  
Vice Chairperson ..... Joseph DiGiovanni  
Members ..... Bernie Ashford, Denise Miller Billingsley, Alonzo Brown,  
Delaver R. Case, Alyssa Collazo, Julio Collazo, Natalie Collins, Walter Corter, Eve Cullinan,  
Theresa Dozier-Daniel, Claire Denshuick, Albert DeRita, Matthew Farr, Helen Goodlin,  
Robert Harkins, Nicole Hinds, Clay Howell, Joyce Howell, Robert Jung, Marcus King,  
George M. Kozub, Susan Mead, Ronald Murdza, Lizette Ortiz, Marshall Ragland,  
Carl M. Schoenborn, Kevin A. Shoppas, Gary G. Snyder, Barbara K. Vasquez  
Junior Members..... Taylor Braun, Nicholas Green & Carisa Ruiz  
Council Representative ..... E.L. Pete Green

## PLANNING BOARD

Meets 2<sup>nd</sup> Thursday – 7:30 p.m.

Chairperson ..... Charleen George  
Vice Chairperson ..... Robert G. Davis  
Secretary ..... Eileen R. Liss  
Members ..... Mayor Brian J. Carlin,  
Fire Chief William Diamond, Israel Rivera, Delbert D. Rife, Joseph Sabatino, Lacey Walker  
Alternate #1 ..... Celeste Niles  
Alternate #2 ..... Patricia Siboczy  
Solicitor ..... Denis C. Germano, Esq.  
Engineer ..... Scott Hatfield, PE, CME  
Traffic Engineer ..... Dewberry, Inc.,  
Matthew T. Witkowski, P.E., P.T.O.E.  
Planner ..... R. Alaimo Associates  
Kevin D. Rijs, P.P., AICP  
Council Representative ..... Michael K. Cantwell

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## GENERAL INFORMATION

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Mayor/Council Plan E

Municipal Government with  
Administrative Code Effective 1975

**“HOME OF THE CHAMPIONS”**

Population

22,594  
(2010 Census)

**RECREATION COMMISSION**

Meets 2<sup>nd</sup> Monday – 7:00 p.m.

Chairperson.....Diane Flannery-Cook  
Vice Chairperson .....Mickey Foltiny  
Members .....Gene Camm, Tina Carpenter  
.....Lisa Clotter, Christian Sabatino,  
.....Gary Sharp  
Alternate #1 .....Anthony Pizzigoni  
Alternate #2 .....Matthew Senni  
Council Representative .....Carl M. Schoenborn

**TOWNSHIP IMPROVEMENT COMMITTEE**

Meets 1<sup>st</sup> Tuesday at Oxmead Road – 9:00 a.m.

Chairperson..... Director/Superintendent of  
Public Works Gary G. Snyder  
Members ..... Fire Chief William Diamond,  
Director of Public Safety Kevin A. Shoppas  
Construction Official Michael Wright  
Council Representative .....E.L. Pete Green

**ZONING BOARD**

Meets 4<sup>th</sup> Thursday – 7:30 p.m.  
(Except November – Meets 3<sup>rd</sup> Monday – 7:30 p.m.)  
(Except December – Meets 3<sup>rd</sup> Thursday – 7:30 p.m.)

Chairperson..... Robert W. Jung  
Vice Chairperson ..... Richard Ranson, Jr.  
Secretary ..... Deborah M. Painter  
Members ..... Joseph E. Butler, David Gillespie  
..... Antoinette Horner, Jeffrey Mullen  
Alternate #1 ..... Jane B. Craig  
Alternate #2 ..... Matthew Farr  
Alternate #3 ..... Joseph DiGiovanni  
Alternate #4 ..... Joyce Howell  
Solicitor ..... Kevin E. Aberant, Esq.  
Engineer..... Scott W. Hatfield, PE, CME  
Traffic Engineer..... Dewberry, Inc.  
Matthew T. Witkowski, P.E., P.T.O.E.  
Planner ..... Alaimo Associates  
Kevin D. Rijs, P.P., AICP

## LOCATION OF POLLING PLACES

### PRIMARY AND GENERAL ELECTION

**Polls Open from 6:00 a.m. to 8:00 p.m.**

#### 1<sup>st</sup> & 2<sup>nd</sup> DISTRICTS

Beverly Road Fire House, 1001 Beverly Road

#### 3<sup>rd</sup> & 5<sup>th</sup> DISTRICTS

Presbyterian Church of Burlington, 300 Mill Road

#### 4<sup>th</sup> DISTRICT

Bienvenue Condominium, Community Room, Sunset Road

#### 6<sup>th</sup> & 19<sup>th</sup> DISTRICTS

Church of the Nazarene, 704 Sunset Road

#### 7<sup>th</sup> & 8<sup>th</sup> DISTRICTS

Middle School at Springside, 1600 Burlington-Bypass

#### 9<sup>th</sup> DISTRICT

Masonic Home of New Jersey, 902 Jacksonville Road

#### 10<sup>th</sup>, 13<sup>th</sup>, 16<sup>th</sup> & 17<sup>th</sup> DISTRICTS

B. Bernice Young Elementary School, 1203 Neck Road

#### 11<sup>th</sup> & 12<sup>th</sup> DISTRICTS

Relief Fire House, 1020 Neck Road

#### 14<sup>th</sup>, 15<sup>th</sup> & 18<sup>th</sup> DISTRICTS

Thomas O. Hopkins Building, 700 Jacksonville Road

### BURLINGTON TOWNSHIP HOUSEHOLD RECYCLING OF NEWSPAPER/MAGAZINES

*Scheduled by Burlington County Recycling*

EVERY OTHER FRIDAY

*Scavengers can be prosecuted*

PLACE RECYCLABLES AT THE CURB BY 6:00 AM

**PLEASE RECYCLE ALL  
GLASS, TIN, ALUMINUM  
#1 & #2 PLASTIC BOTTLES  
CARDBOARD, NEWSPAPER & MAGAZINES**

**PLEASE CALL THE PUBLIC WORKS OFFICE AT  
239-5909 FOR RECYCLING DATES & SPECIAL PICK-UPS**

### RECYCLING OF USED MOTOR OIL

Drop-off Point: Compost Site, Lake Avenue

Thursday - Friday, 7:30 AM to 3:15 PM

(Saturday and Sunday Hours 7:00 AM to 2:45 PM)

*(Weather Permitting During the Winter Months)*

PLEASE CALL 239-5909 for RECYCLING INFORMATION

**RECYCLING IS MANDATORY:**

Township Ordinance: 512-17

Violations can result in fines

*"No Dumping Permitted by Commercial Contractors"*

### FLUORESCENT TUBES AND PAINT

**Call 239-5909**

**FOR CURBSIDE RECYCLING PROBLEMS – CALL COUNTY HOT LINE  
267-6889**