



TOWN OF NEWTON
NEW JERSEY

2022 ANNUAL REPORT



39 Trinity Street
Newton, NJ 07860

newtontownhall.com



APRIL 2023

Dear Council Members and Residents of Newton:

In accordance with State statute, I am honored to present Newton's Annual Report for 2022. This 63rd 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 63 full-time and 82 part-time/seasonal/intern 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!

2022 was another successful year as we (partial listing):

- Added new Signage and Parking for the Newton Portion of the County Rail Trail
- Added Student Members from NHS to the Economic Development Commission and Recreation Commission
- Approved the County's First Cannabis Retailer on Route 206 (Old Carpet Gallery Building)
- Designated a Redeveloper for Hicks Avenue and Paterson Avenue Redevelopment Areas
- Finalized a 5-Year Contract with the PBA/SOA
- Finished the Ryerson Avenue Crossing with the BOE
- Hired new Code Enforcement Director and Recreation and Senior Services Coordinator
- Hired new Water Operator and new DPW Laborers
- Installed new Parking Kiosks in All Municipal Lots w/App Capability
- Installed new Self-Watering Planters Along Spring Street as part of the Neighborhood Preservation Grant Program w/State of NJ

- Paved Lawnwood Avenue, Nelson Street, E. Clinton Street, Smith Street, Grand Avenue, Dunn Place
- Promoted Officers to Lieutenant Position and Two (2) new Sergeants, hired three (3) new Officers
- Purchased a new Animal Control Van and Coordinated Shared Services Delivery w/Frankford
- Received Grants for High-Speed Electric Vehicle Charging Stations in Central Plaza Lot #4
- Started DEI Training for All Municipal Department Heads
- Supported the Opening of Chipotle, Panera Bread, and Starbucks Fast Casual Restaurants
- Supported the Opening of the new 150,000 sq. ft. Thorlabs Building on Lower Spring Street
- Took Delivery of our new Town/Senior Shuttle Bus
- Upgraded the Annual Report to a Corporate Look and Feel
- Upgraded the Municipal Offices with a new Fiber Optic Phone System

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 2022 accomplishments and look forward to an even more productive and successful 2023. May you be safe, well, and prosperous.

**Yours for a Better Newton,
 Thomas S. Russo, Jr., MPA, CPM, Harvard PLC
 Town Manager**

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NEWTON DIRECTORY OF OFFICIALS

Municipal Building

Main Phone No | 973-383-3521

Town Manager

Thomas S. Russo, Jr. | Ext. 224

Tax Assessor

Scott J. Holzhauer | Ext. 225

Planning / Zoning

Kerry Brown | Ext. 227

Recreation and Senior Services

Danielle Finkle | Ext. 231

Municipal Clerk / Deputy Town Manager

Teresa A. Oswin | 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

Registrar of Vital Statistics

Janien N. Roberts | Ext. 255

Code Enforcement

Michael Monaco | 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

Steven VanNieuwland | 973-383-2525

Public Works Director

Kenneth Jaekel | 973-383-2090

Assistant Public Works Supervisor

Adam Vough | 973-383-4160

Senior Citizen Coordinator

Alan Abramson | 973-390-1408

Town Attorney

Eric M. Bernstein | 732-805-3360

Municipal Judge

Hon. James Sloan | 908-813-2878

Municipal Prosecutor

Steven M. Siegel | 201-317-0854

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

TOWN COUNCIL

2023 COUNCIL

MAYOR

Michelle J. Teets

Term expires 12/31/2024

DEPUTY MAYOR

John-Paul E. Couce

Term expires 12/31/2024

COUNCIL MEMBERS

Matthew S. Dickson

Term expires 12/31/2026

Sandra Lee Diglio

Term expires 12/31/2026

Helen R. Le Frois

Term expires 12/31/2026



2022 COUNCIL

MEETINGS

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 and via Zoom unless otherwise noticed. Meetings are open for public attendance and comment. Zoom information can be found on the Town's website: newtontownhall.com/calendar.

IMPORTANT DATES

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 15, June 15, September 15, and December 15. A 10% penalty is charged on accounts where payment is not received by the due date stamped on the bill. 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, and Christmas Day.

MUNICIPAL MEETINGS

All meetings are conducted at the Municipal Building, 39 Trinity Street and/or via Zoom. 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: newtontownhall.com.



FINANCE ANNUAL REPORT

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 2022 Municipal Budget expenditures were:

Salaries and Wages	\$4,913,119
Operating Expenses	\$3,925,445
Capital Improvements	\$213,358
Statutory Expenditures	\$1,334,556
Debt	\$2,288,451
Reserve for Uncollected Taxes	\$555,908
Total 2022 Municipal Budget Expended	\$13,230,837

Water/Sewer Utility Budget expenditures for 2022 were:

Salaries and Wages	\$1,143,194
Operating Expenses	\$2,227,295
Capital Improvements	\$415,302
Statutory Expenditures	\$123,989
Debt	\$586,950
Total 2022 W/S Utility Budget Expended	\$4,496,730

	Municipal Budget	Utility Budget
2022 Interest Earned	\$124,995	\$92,005
12/31/2022 Surplus Balance	\$3,778,447	\$2,500,784



UTILITY COLLECTION DIVISION

The Utility Collection Division handles the quarterly billing of water and sewer usage. Utility bills are usually mailed February 15, May 15, August 15, and November 15 with payment due within 30 days. 2022 revenue totals are listed below:

Rents	\$4,079,001
Water/Sewer Connections	\$199,620
Water/Sewer Sprinklers	\$37,956
Final Readings	\$8,940
Hydrants	0
Returned Check Fees	\$100
Penalty	0
Water Serv. Turn On/Off	\$1,975
Water/Sewer Taps	0
Meter Tests	0
Meters Sold	\$2,475
Frozen Meter Charges	\$2,200
Delinquent Shut Off	0
Construction Water	\$200
Total Revenues	\$4,332,467

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 February 1, May 1, August 1, and November 1.

Revenue collected in 2022 by the Tax office is listed below:

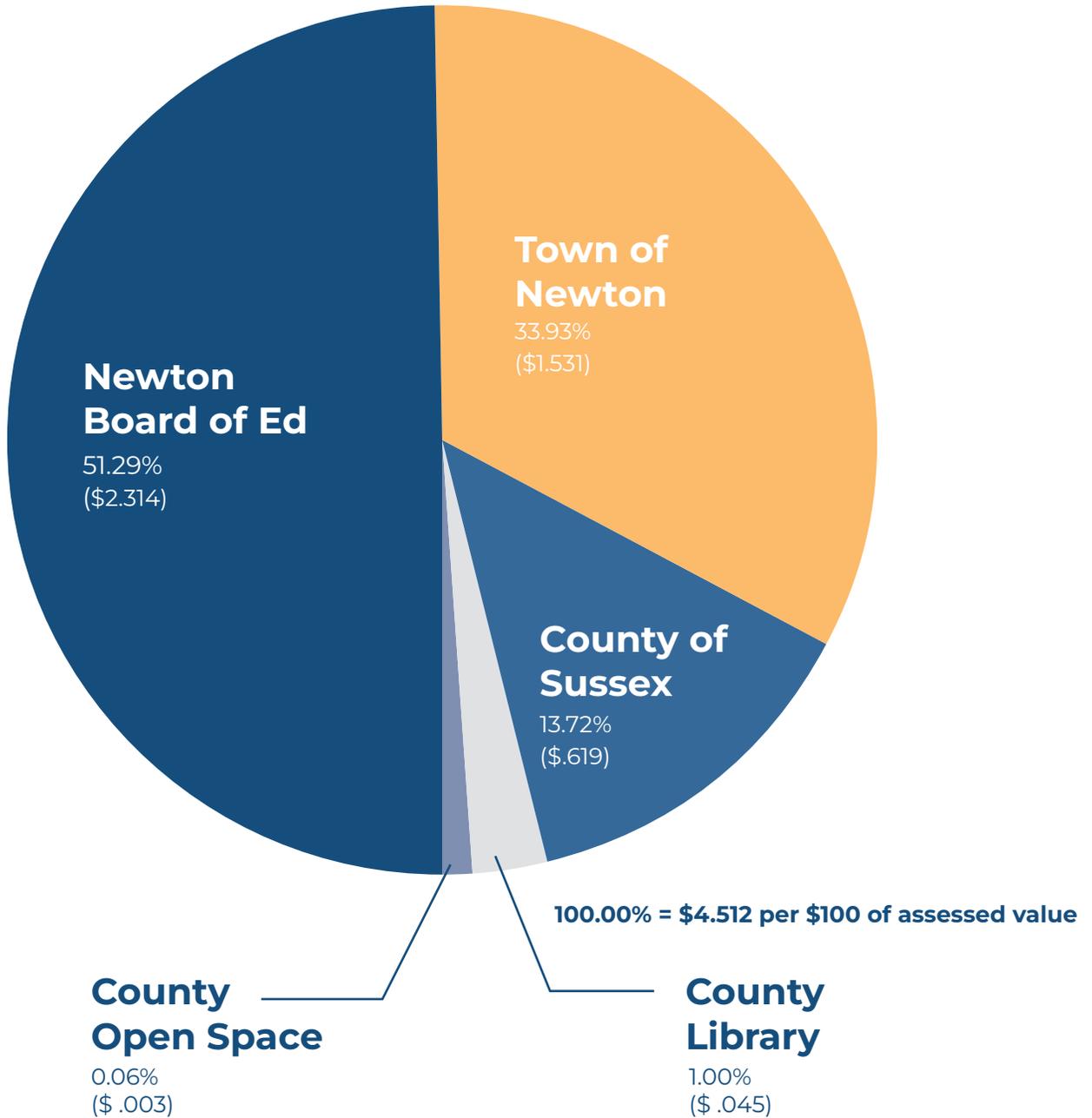
Prepaid 2023 Taxes	\$174,053
Current 2022 Taxes	\$27,043,321
Prior 2021 Year	\$470,587
Interest	\$117,444
Town Liens	\$69,422
Tax Searches	\$235
Miscellaneous Revenues	\$20
Senior Citizen Disallowances	0.00
Total Revenue Collected	\$27,875,082

The collection rate for 2022 was 98.70% 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 2022 from the average taxpayer in the Town.



TREASURY DIVISION

Virginia Raftery 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.

TAX ASSESSOR ANNUAL REPORT

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 1st, with a separate additional tax bill following by October 15th. New construction that is not completed as of October 1st 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 10th 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 2023 is 76.17%, which is down moderately from the prior year. This indicates a continued increase in property values, likely a by-product of the health pandemic and the continued 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 2023 assessment of any property within the Town is April 1, 2023. A helpful document entitled “Tax Appeal Filing Procedure” is available on the municipal website at www.newtontownhall.com/taxappeal 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: www.newtontownhall.com/SussexCountyTax. You can also obtain the 2023 Tax Appeal Packet through this website.

The Assessor’s Office provides clerical access from 9:00 AM to 1:00 PM Monday – Friday to accommodate routine requests for information, schedule appointments, and answer general questions. The Assessor, Scott J. Holzhauser, 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.



RATABLE BASE BREAKDOWN TOWN OF NEWTON

Property Type	No. Line Items	Assessed Value (\$)	% of Total	Acreage
Vacant Land	68	7,485,400	1.226%	162.01
Residential (w/ Farm Bldgs)	2,014	373,875,300	61.240%	601.00
Qualified Farmland	10	42,400	0.007%	106.90
Commercial	231	177,436,400	29.064%	206.16
Industrial	11	13,491,100	2.210%	102.80
Apartment	27	38,181,500	6.254%	45.77
Personal Property (telephone)	2	420	0.000%	0.00
NET VALUATION TAXABLE	2,363	610,512,520	100.000%	1,224.64
Exempts (all classes)	184	296,863,500		727.73
Equalization Ratio (2023)		76.17%		
Tax Rate (Prior Year 2022)	\$4.512	(per \$100 of Assmt)		

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 2022, THE MUNICIPAL CLERK'S OFFICE:



325

Issued **325** Licenses and Permits



280

Fulfilled **280** Open Public Records Requests



29

Recorded minutes for **29** meetings held by the Town Council



\$50K

Collected approximately **\$50,000.00** in Licenses/Permits and Miscellaneous Revenue



2

As Election Official held **two** Elections: – Primary Election and General (Municipal) Election



792

Issued **640** Dog Licenses and **152** Cat Licenses



\$13,742.00

Collected **\$13,742.00** Dog & Cat License fees

Teresa A. Oswin, RMC was appointed as Municipal Clerk September 1, 2021. Kathryn E. Alcock received her RMC certification in December 2022 and serves as Deputy Municipal Clerk.

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



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.



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



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.



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., are dependent upon proof of death of the family wage earner.

Janien N. Roberts, CMR serves as Registrar of Vital Statistics and Teresa A. Oswin, CMR serves as Deputy Registrar.

DURING 2022 THE REGISTRAR'S OFFICE:


39

 Issued **39** marriage Licenses

1,930

 Issued **1,930** certified copies of births

126

 Issued **126** certified copies of deaths

1,164

 Issued **1,164** EDRS certified copies of death

81

 Issued **81** certified copies of marriages

21

 Issued **21** amendments to vital records

4

 Issued **4** burial permits

\$45,355

 Collected **\$45,355.00** in **Vital Statistics.**

MUNICIPAL COURT

As a result of the COVID-19 pandemic, Newton Municipal Court continues to conduct their court sessions virtually, enabling most cases to be adjudicated remotely. Since the Administrative Office of the Courts has loosened its regulations on conducting court virtually, it is our hope and intention to resume in-person court in the near future.

2022 COURT ACTIVITY:



110

Virtual Court Sessions

TOTAL 3,326 E-TICKETS ISSUED

17

DWI's

1,223

Parking

2,372

All other traffic tickets

CRIMINAL COMPLAINTS ISSUED:

398

Disorderly/Petty Disorderly

98

Indictable (Crimes of a higher degree)

Town of Newton fines & costs collected.....	\$139,318.39
Public Defender Fees collected.....	\$2,289.00
POAA Fees collected.....	\$480.00
Monies paid to Sussex County.....	\$52,036.00

ZONING OFFICER

The Zoning Officer is the first municipal official with whom a property owner meets to discuss plans regarding improvements or changes to 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 115 permits for various permitted uses and denied 12 permits during the year 2022. Enforcement activities consisted of 32 notices of violation through 2022. The Zoning Officer is Kerry Brown and can be reached at 973-383-3521, ext. 227.



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 2022 the Historic Preservation Commission held six (6) regularly scheduled meetings and six (6) applications were reviewed.

The Commission is composed of five (5) regular members who are appointed by the Town Council, each serving a four-year term, set on a staggered basis of reappointment. A Council member 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. Kerry Brown 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 pm at the Municipal Building.



PLANNING BOARD

The Municipal Land Use Law requires Boards of Adjustment, at least once a year, to review their decisions on applications and appeals for variances and prepare and adopt by resolution a report on its findings on zoning ordinance provisions that were the subject of variance requests. They are also required to provide any recommendations they may have for zoning ordinance amendments. Since the Planning Board serves as the Board of Adjustment in the Town, the Planning Board is required to make that report. The required information is set forth below. Only those variance applications that would have been heard by the Board of Adjustment prior to its merger with the Planning Board are addressed.

The Planning Board met ten (10) times during the 2022 year. All the meetings were held both in person and via Zoom.

The Planning Board heard one application for use or “d” variance relief in 2022. The application was heard on December 21, 2022. The application was made by Diane Orenchuk/Beyond the Walk (PB-6-2022) located at 51 Lawnwood Annex, Block 18.04, Lot 25 located in the T-3 zone. The applicant was seeking use variance approval to use a residential structure to be used as a dog daycare, dog training, and dog boarding facility. The Board approved the application on December 21, 2022, and it was memorialized on January 18, 2023.

The Planning Board had one appeal application during the 2022 year. The appeal application (PB-1-2022) was heard on January 19, 2022. The appeal application was made by Andrea Vaccariello, 26 Church Street, Block 7.05, Lot 12 located in the T-6 Zone. The applicant was seeking an appeal of the Zoning Officer’s denial to erect a 6 ft. fence along the rear property/parking area. The Board approved the applicant’s request and granted the applicant to proceed with the proposed fence installation. The Board approved the application on January 19, 2022 and the application was memorialized on February 16, 2022.

The Municipal Land Use Law states that the Board’s annual report to the Town Council should include any recommendations for zoning ordinance amendments or revisions that the Board may have. At the current time there are no recommendations.

RECREATION AND SENIOR SERVICES DEPARTMENT

Danielle Finkle - Recreation and Senior Services Coordinator

recreation@newtontownhall.com

FB: Town of Newton Recreation – NJ

IG: NEWTONNJRECREATION

The Recreation and Senior Services Department continues to work at providing varied recreational opportunities for the residents of Newton. We were able to host several successful events and provide the community with a full pool season.

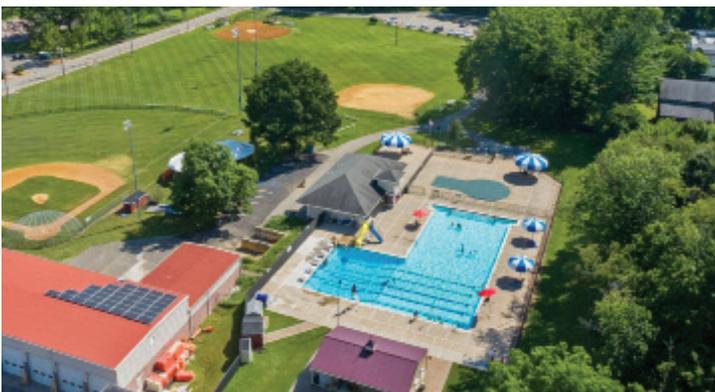
Some events that took place were the Senior Spring Luncheon and Holiday Luncheon both held at the Newton Firehouse #1. We held our Annual Easter Egg Hunt at Newton High School and had a booth at Sussex County Day at the Sussex County Fairgrounds with the Disney movie 'Encanto' themed costumes and decorations. We were able to provide important updates and resources online via our Social Media pages for events, pool happenings and more youth sports updates.

We held our 4th 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. This year there were a total of 100 Flags displayed with 100 of those flags named after a Veteran. The event raised \$3,410. One hundred percent (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 appreciated by all involved. We look forward to this event growing further in 2023.

One of our 2022 recreation highlights was the success of the Newton Town Pool Season. The facility serves as the hub of community pool life and the home of the Newton Sharks Swim Team. Our improved swim lessons program was implemented and was a huge success with a total of 53 lessons, almost doubling from the 2021 season. It will be back in 2023 with more classes and options for the community. The pool facility had approximately 11,802 guest check-ins over the season which ran from June 24th through Labor Day.

Thanks to the dedicated efforts of numerous volunteers, Newton youth athletics continued to remain a strong and vibrant part of our community. They 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 2023 year with new and exciting events to be held for the Town of Newton.



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 2022, the Fire Marshal's Office performed:

154 inspections/re-inspections of Life Hazard Use Businesses

514 inspections/re-inspections of Non-Life Hazard Use Businesses; recorded/entered a total of 446 active businesses into our database

Issued the following:

94

Notices of Violation

55

Fire Safety Permits

454

Certificates of Inspection

14

Fire Investigations Conducted

44

Complaints Investigated

(Consisting of cooking, food trucks, tents, fireworks, LPG cylinder exchange)

All Life Hazard Use Inspections have been certified to the Division of Fire Safety for the year 2022. We have begun the 2023 inspections. As in the past if you have any questions or concerns, please do not hesitate to contact the Fire Marshal, Virgil Rome at 973-579-0380, ext. 2207 or at vrome@sussexcountysheriff.com.

The Fire Marshal 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 2022, the Department issued a total of 461 permits. The total costs for realty improvements in the Town of Newton were \$13,215,100.00 for new construction and \$14,964,215.00 for alterations. Additionally, there were 302 Certificates issued for completed construction projects. 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.

**461**

Permits

**\$13,215,100.00**

New construction

**302**Certificates issued
for completed
construction
projects**\$14,964,215.00**

Alterations

CODE ENFORCEMENT

Michael Monaco, Code Enforcement Director

The Code Enforcement Department consists of two part-time employees: Code Enforcement Director, Michael Monaco and Certificate of Compliance Inspector, Jeffrey B. Schiffner.

The primary function of the Code Enforcement Department is to enforce the International Property Maintenance Code, as well as the Town of Newton Municipal Code pertaining to property maintenance. The Department is also responsible for the processing and disposition of Residential Certificate of Compliance (C.O.C.) applications. (Smoke & Carbon Monoxide Detector/Fire Extinguisher Residential Application)

Some examples of Property Maintenance Code violations are: improper storage of trash prior to disposal, failure to maintain overgrown grass or weeds, and failure to maintain peeling paint on residences and buildings. Maintenance and repair of cracked or heaving sidewalks and driveways 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 2022, three (3) Summons-Complaints were issued, which required a mandatory court appearance, and approximately 52 violations were cited.

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

Code Enforcement Director Michael Monaco can be reached at mmonaco@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, 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, we have 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 recently revised 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. In 2023, 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 400+ incidents and performed over 60 training drills expending over 5,000 man hours while operating a fleet of one (1) Tender/Engine, one (1) Tower Ladder Truck, one (1) Rescue/Engine, and one (1) Snozzle/Engine. In 2022, 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. We answered calls ranging from public assists to structure fires.

FIRE OFFICERS FOR 2023:

Chief of Dept. - Anthony M. Razzano

Captain - Christopher Blakely

Lieutenant - Charles Weber

President - Jeff Diener

Vice President - Michael Teets

Deputy Chief - Jason Miller

Captain - Anthony Perigo

Lieutenant - Joseph Chavarria

Secretary - Charles Weber

Treasurer - William Bailey





NEWTON POLICE DEPARTMENT

WWW.NEWTONPOLICE.ORG



Everyday Newton Police Officers carry out their duties mindful of their mission to serve, to safeguard public trust, and to always perform competently and professionally. The Department is continually moving forward and adapting with the changes of modern policing standards. This is essential for the Department to continue to be effective in a world of ever-changing culture which embraces change but also aligns with community expectations. As an organization we are committed to continue our partnership with the community in providing a friendly and professional department exercising integrity, compassion, fairness, and respect. We are constantly evaluating our efficiency and effectiveness and are always looking for ways to improve our department through policy and training standards. As a Department, we continue to emphasize the importance of trust and transparency between our agency and the people we serve.

ADMINISTRATION

The Police Chief, Steven VanNieuwland is accountable for the general direction, control, planning, and budgeting for the 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 Office of the New Jersey Attorney General and the Sussex County Prosecutor's Office. Under Chief VanNieuwland's direction, the Department will continue to maintain high standards of accountability and service. Through continual policy review and development and training of personnel combined with continual transparency, public engagement, and communication, we will always strive to exceed expectations.

Chief VanNieuwland's administration consists of two (2) Lieutenants who command the two (2) divisions of the department; the **Operations Division** led by Lt. Thomas Muller and the **Support Services Division** led by Lt. Joseph D'Annibale. Detective Sergeant Daniel Finkle manages the day-to-day direction of the **Detective Bureau**.

Chief VanNieuwland can be reached by e-mail at Svannieuwland@NewtonPolice.org or telephone (973) 383-2525.

OPERATIONS DIVISION

The Operations Division is under the leadership and management of Lt. Thomas Muller. He oversees the main patrol operations function of the Department. Two (2) Patrol Sergeants; Sgt. Michael Wolanski and Sgt. John Flanagan report directly to him. The Patrol Sergeants each supervise and work with a squad consisting of 3 Patrolmen. Patrol squads work 12-hour shifts to give constant police coverage every day of the year.

On average, Police Officers handle over 60 calls for service per 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. They also regularly conduct traffic enforcement to help keep our roads safer for travel and to help ensure all pedestrians, particularly the many children who walk to and from schools, can do so safely. 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. Officers regularly conduct premises checks on businesses after they close for the day and routinely check homes when residents are away on vacation.

Lieutenant Muller 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 he handles officer scheduling and planning for special details like parades and similar events. Lt. Muller also reviews all accident reports, OPRA 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 effective public safety services depends on our credibility and reputation and thus must be safeguarded through a proactive internal affairs process consisting of regular personnel inspections and training, investigations of complaints, and discipline when appropriate.

To be transparent about the process, we've prepared the following statistical report summarizing complaints received about Officers and their dispositions for 2022. Matters investigated and documented within our internal affairs process may have originated from a citizen complaint, anonymously or from within the department, such as through 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	12	2 exonerated, 8 unfounded, 2 not sustained
Excessive Force	3	3 pending (From 2020)
Other Criminal Violation	0	
Other Rule Violation	19	16 sustained, 2 unfounded, 1 not sustained
Total - does not include 3 pending from 2020	31	No disciplinary action was taken that resulted in a fine or suspension of 10 days or more

The Newton Police Department approaches professional standards and citizen complaints very seriously. It is reasonable to expect Officers to consistently perform professionally, lawfully, safely, and consistent with policy. Each complaint receives priority attention from department supervisors. Each time an employee 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.

Patrol Sergeants and members of their patrol squads assist with several administrative functions as well. Sgt. Michael Wolanski is our liaison for the Domestic Violence Response Team, a program in collaboration with Domestic Abuse & Sexual Assault Intervention Services.

Lt. Muller also supervises and schedules the Department's Class II Special Law Enforcement Officers (SLEO). The Special Officers work a foot patrol or bike patrol assignment in the business district most days and evenings. We currently have one (1) full-time and two (2) part-time Special Officers.

Lt. Thomas Muller can be reached by e-mail at tmuller@NewtonPolice.org or telephone (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 Newton Police Officers have responded to and the number of certain types of investigations that were conducted.

While it is evident the members of the Police Department were certainly quite busy; it should also be pointed out that our effectiveness is often 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.

Type of Call/Police Activity	2019	2020	2021	2022
Homicide	0	0	0	0
Robbery	2	1	0	2
Kidnapping	0	0	0	0
Burglary/Attempted Burglary	15	24	22	17
Sexual Assault/Contact	20	15	7	13
Assault	27	31	22	37
Theft	87	55	55	75
Motor Vehicle Theft	0	2	2	0
Motor Vehicle Accidents	468	313	323	401
Medical Emergencies	1,001	1,313	1,365	1,438
DWI Arrests	18	16	15	17
Black Bear	62	70	46	70
Criminal Mischief	46	39	40	24
Domestic Dispute/TRO Request	181	217	189	207
Fight/Verbal Dispute/Disturbance	364	491	456	428
Missing Person Adult/Juvenile	22	19	18	27
Vehicle Lock-Out Assist	213	125	164	208
Motor Vehicle Stops	10,656	7,093	10,124	11,570
Weapons Offense/Guns	1	3	3	2
Burglar Alarms	298	298	257	205
Total Arrests Made	264	233	193	164
Total Summonses Issued	2,030	2,194	3,188	3,464
Total Ordinance Violation Summonses	92	168	99	113
Narcan Administration	26	42	39	38
Anonymous Tips Received	25	31	20	20

SUPPORT SERVICES DIVISION

Lieutenant Joseph D'Annibale is the Department's Support Services Division Commander. He supervises the 9-1-1 Emergency Communications Center, schedules dispatch staffing, assists with the internal affairs function and manages the department's technology resources, 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. Lt. D'Annibale oversees the alarm ordinance, registering alarms, and conducting enforcement as needed. He is also responsible for supervising, scheduling, and training our school crossing guards. The Department currently has 14 regular crossing guards and three (3) substitute crossing guards. Two (2) Patrol Sergeants report directly to Lt. D'Annibale; Sgt. Kenneth Teets and Sgt. Jared Zappa. The Patrol Sergeants each supervise and work with a squad consisting of three (3) Patrolmen.

Overseen by Lt. D'Annibale and the Patrol Sergeants' squad that they're assigned, four (4) full-time and seven (7) part-time Public Safety Telecommunicators (PST) staff the Newton Police Department's 9-1-1 Communications Center 24/7, receiving 9-1-1 calls, performing radio dispatching for Newton Police, Fire, and First Aid 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 and 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. Our dispatch center continues to provide the highest quality public safety call-taking and dispatching service available to the Town of Newton.

Lt. Joseph D'Annibale can be reached by e-mail at jdannibale@NewtonPolice.org or telephone (973) 383-2525.

DETECTIVE BUREAU

The day-to-day direction of the Detective Bureau is managed by Detective Sergeant Daniel Finkle who oversees all criminal investigations conducted in the Town of Newton and reviews all investigation reports. With this responsibility, he supervises two (2) Detectives: Det. Judy Torres and Det. Peter Vex. Each year, the Police Department faces challenges in the form of major crimes that occur, and it is generally left to the members of the Detective Bureau to follow through on these difficult investigations until they are successfully prosecuted, a process that usually takes several years.

Detectives are involved in numerous criminal investigations. They collect and analyze intelligence, develop informants, and work cooperatively with Detectives from neighboring jurisdictions, the State Police, State Parole, and other law enforcement agencies; County, State and Federal. Detectives monitor and track registered sex offenders. They collect and store inventory and arrange for appropriate disposition of all property and evidence found or seized by members of the Police Department. Detectives also have the responsibility for investigating liquor license transfers and for conducting ABC enforcement and inspections of the 12 licensed premises in the Town of Newton.

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 and evacuations in the event of an emergency and coordinating regular meetings with school officials and substance abuse counselors from schools across the County to exchange information about trends and observations to prevent delinquent behavior, drug activity, and to help provide for the safest schools possible. 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.

Detectives are also responsible for 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. Successfully implemented as the first participating Police Department in Sussex County, we collected, secured, and arranged for the destruction of 607 pounds of medications in 2022. Detective Peter Vex handles all firearms applicant investigations and 174 permits to purchase firearms were issued in 2022.



Detective Judy Torres performs the function of Juvenile Officer. She 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. Twenty-six juveniles were provided with a station house adjustment to resolve their minor offense. A stationhouse adjustment is an alternative method that law enforcement agencies may use to handle first-time juvenile offenders who have committed minor juvenile delinquency offenses within their jurisdiction. Det. Torres also instructs the L.E.A.D. program (Law Enforcement Against Drugs) to 5th grade students at Halsted Street School. Det. Torres is also in our Crime Prevention Bureau and organizes various community events.

Working cooperatively, the three (3) 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 website, www.newtonpolice.org. They process crime scenes for latent evidence, take photographs and 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.

TRANSITION OF PERSONNEL

During 2022, Lieutenant Scott King retired after 25 years of service in Law Enforcement. Lt. King was hired by the Sussex County Sheriff's Department in December of 1998 and in July 2001 he was hired by the Newton Police Department and assigned to the Patrol Division. He advanced through his career being promoted to the ranks of Sergeant and Lieutenant. Sergeant Thomas Tosti also retired in 2022 after 25 years of service. Sgt. Tosti began his law enforcement at the Stillwater Police Department in 1997 and was hired by the Newton Police Department in 2003. He held the assignment of detective from 2005 through 2016. He was promoted to Sergeant in 2018.

These retirements resulted in several promotions and the hiring of new officers. In June, Sergeant Joseph D'Annibale was promoted to Lieutenant. In November Officers John Flanagan and Jared Zappa were promoted to the position of Sergeant. We also hired three (3) new officers, Justin Bellis, Peter Vex and Niko Grello who all look forward to serving the residents of Newton with integrity, compassion, fairness, and respect.

Our success is tied to the support that we receive from the community we serve. With this in mind, we will continue to engage the public and communicate information about our activities to enhance our public safety partnership. Please visit our website www.newtonpolice.org and visit us on social media to see the many other services provided by the Police Department and view information about our activity which is updated daily and published to the Crime Map 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, visit, and conduct business.


NEWTON POLICE DEPARTMENT
PROUDLY SERVING THE TOWN OF NEWTON, NEW JERSEY SINCE 1910


PUBLIC WORKS DEPARTMENT

The Public Works Department maintained its normal busy schedule during 2022, devoting one day each week (Tuesday) to collecting recyclable items at the curb. 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 biodegradable bags, lasting each time for approximately six (6) weeks. They also picked up Christmas trees at the curb after the holidays for the month of January.

A sweeping schedule was maintained throughout 2022. 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 2022. Litter and garbage is regularly picked up throughout the parks. Crews continue to be scheduled on Saturdays for park maintenance during the spring, summer, and fall months. Crews continued their disinfection process of Town vehicles when requested by those departments. DPW vehicles, equipment, and the garage are disinfected on a weekly basis.

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

EQUIPMENT/PROJECTS

The DPW received three new vehicles for the 2022 calendar year. They received a 2021 International CV515 medium sized dump truck which replaced a 2007 Chevrolet 4500 medium sized dump truck that was sold on Municibid. The crew also received two (2) 2022 Ram 2500 pickup trucks to replace older pickup trucks in the fleet. In a joint purchase with the Newton schools, we received a hydro seeder that will be used to maintain all the sports fields and parks located within the Town. The DPW is in the process of purchasing a new infield groomer for all the baseball and softball fields, as well as a new Ventrac slope mower which is used to mow all the dams and dangerous hills throughout the Town. Both pieces of equipment have not arrived yet due to pandemic related inventory delays.

RECYCLING

Residents receive a yearly recycling calendar via the Newton News publication which provides 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 Tuesdays & Thursdays between 8:00 AM 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.

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 perform leak detection each quarter to help maintain our unaccounted-for water number.

Due to leak detection, the Town's total unaccounted-for water is under the NJDEP requirement of 15%. The Town of Newton is currently at 11.22% 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 was one maximum contaminant level exceedance for THMs in the 3rd quarter of 2022. However, the Locational Running Annual Average was within the acceptable limits. Average water usage for 2022 was 709,987 gallons a day. Newton also met the lead and copper rule limits again this year. Newton performs nine total coliform tests monthly with no positive results.

The wastewater treatment plant, with a capacity to treat 1.4 million gallons per day, processed an average of 932,282 gallons of wastewater flow each day in 2022. 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.

In 2022, the Town had two (2) of our eight (8) RBCs repaired.

In 2022, two (2) new pre-strainers were purchased for the Morris Lake Plant.

In 2022, new online turbidity instrumentation was installed at the Water Plant.

Joseph Carr is the Licensed Operator for the Wastewater Treatment Plant and collection system.

Michael Awertschenko is the Licensed Operator for the Water Treatment Plant and 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.





TOWN OF NEWTON
NEW JERSEY

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