

Middletown Minutes

Official Township E-Newsletter



Register for Middletown's Emergency Alerts & Updates

STAY IN THE KNOW ABOUT SNOW WITH **NIXLE**

Three ways to get emergency notifications, such as severe weather updates, from Middletown Township:

- Text your zip code to 888-777
- Visit www.middletownnj.org/nixle to register for/customize notifications
- Download the Everbridge Nixle mobile app on Apple Store or Google Play to receive/manage notifications and limit text messages



Less urgent messages will be delivered to your email address on file. If it isn't on file, text your email address to 888-777 or download the mobile app.

According to the National Weather Service, Monmouth County has a Winter Storm Warning until 10:00 AM on Saturday, December 27th. As of now, the Middletown Township Public Library and Middletown Recycling Center will have delayed openings tomorrow. Middletown Parks & Recreation will most likely cancel activities scheduled at Croydon Hall for tomorrow, but will send a confirmation notice tonight.

Snowfall started around 5:00 PM tonight and is expected to continue through 7:00 AM tomorrow. The amount of snow forecasted is 4-7".

The Township's emergency operations team met this afternoon to discuss the snowstorm's path and response tactics.

Click [HERE](#) to read our weather advisory for more information about the snowstorm and tips on how to stay safe.



GENERATOR SAFETY TIPS



Middletown Township would like to remind residents of the following rules when using a generator:

- 10 feet of clearance is required from any structure
- Use UL approved extension cords
- Ensure carbon monoxide alarms are functioning in all businesses/homes while using a generator

For more information about emergency preparedness, visit www.middletownnj.org/oem.



Seasonal Tip: Pile Snow Downhill When Shoveling



Rain and snowmelt cannot easily infiltrate frozen ground, which inevitably causes flooding.

When shoveling, please pile snow downhill from your home where rainwater naturally flows. Keep your gutters unobstructed and directed away from your foundation.



MIDDLETOWNNJ.ORG/SEASONALTIPS

Keep Fire Hydrants Clear of Snow

Every second counts in an emergency

- Remove snow and ice from the hydrant
- Clear an area approximately 3 feet around the hydrant
- Clear a path from the hydrant to the street



Middletown Celebrates 10U River Plaza-Lincroft Chargers Football Team for Winning National Championship



Mayor Tony Perry, Committeeman Ryan Clarke, and Committeeman Kevin Settembrino were excited to cheer on the champs!

On Saturday, Middletown Township proudly welcomed home the 10U River Plaza-Lincroft Chargers with a victory parade after they won the 2025 AYF National Championship! Our fire, emergency medical services, and police departments all came together to give the football team an outstanding escort to Trezza Field. Jon Bon Jovi even made a surprise appearance and announced the names!

Congratulations to the players, cheerleaders, coaches, and families on this historic season. Thanks for representing Middletown like true champions!

Community Comes Together for Middletown Helps Its Own's Christmas Food and Toy Drive



Photo courtesy of Middletown Helps Its Own

This holiday season, our community came out in full force to volunteer for and donate to Middletown Helps Its Own's Christmas Food and Toy Drive! Our first responders, including members of several community firehouses, were happy to help pack and deliver boxes. Thanks to the generosity of our residents and neighbors, a total of 350 families in Middletown were able to eat a delicious Christmas dinner!

Smoker's Boxing Gym Celebrates the Holidays



Committeewoman Kimberly Kratz recently attended the holiday party at Smoker's Boxing Gym (900 Leonardville Road, Leonardo)! She was honored to spend time with the incredible young people and mentors who make the place so special. Thank you to everyone at Smoker's Boxing Gym for giving our youth a place to learn the values of confidence, respect, and hard work!

Upcoming Holiday Notices & Schedules

Happy New Year!

FROM MIDDLETOWN TOWNSHIP



**Municipal offices will be closed on
Thursday, January 1st in observance
of New Year's Day.**

HOLIDAY Hours & Closures

WEDNESDAY, DEC 24 – CHRISTMAS EVE
CLOSED

THURSDAY, DEC 25 – CHRISTMAS DAY
CLOSED

WEDNESDAY, DEC 31 – NEW YEAR'S EVE
CLOSING EARLY AT 12:30 PM

THURSDAY, JAN 1 – NEW YEAR'S DAY
CLOSED

Happy Holidays!

NEW YEAR'S COLLECTION REMINDER FROM DPW

Please place your recycling outside on the evening of Tuesday, 12/30 to ensure that you don't miss pickup. Due to the early holiday closure of the Monmouth County landfill, our contractor will begin collecting earlier than usual.



Thank you and happy holidays!



GET THE



APP TO RECEIVE UPDATES ON GARBAGE, RECYCLING,
AND BULK COLLECTION CHANGES VIA TEXT OR EMAIL.

Middletown New Year's North Zone Garbage Schedule Change



Since there will be no North Zone garbage collection on New Year's Day, there will be a "double collection" on the following Monday, 1/5. Residents can leave up to 3 extra bags next to their carts. Recycling on Wednesday, 12/31 will not be affected.

Happy New Year!



Middletown Alliance Shares Statistics and Tips to Prevent Impaired Driving



This holiday season, please keep the following tips in mind:

- Never drink and drive.
- Don't let someone who has been drinking get behind the wheel.
- If you're hosting a gathering, make sure everyone has a sober ride home.
- Call 911 if you see a drunk driver.
- Always wear your seat belt, as it is your best defense against impaired drivers.

Visit middletownnj.org/middletownalliance for drug and alcohol resources.

**Deadline to Nominate a Middletown Veteran for the 2025
Veteran of the Year Award is TODAY (Friday, 12/26)**

The Middletown Veterans Affairs Committee
is now accepting nominations for the

2025 VETERAN OF THE YEAR

All nominations must be received no later than
Friday, December 26th. Please visit
middletownnj.org/voty for more information.

Visit middletownnj.org/voty for more information.

Holiday Safety Tips from Middletown Fire Prevention



Use only UL-approved holiday lights.

UL-approved lights are tested for safety and help reduce the risk of overheating, sparks, electrical shocks, and fires. Look for the UL label on the packaging or the tag on the cord before using them.

Water your live Christmas tree daily.

A dry tree can become a serious fire hazard. Keeping it well-watered helps prevent needles from drying out and reduces the risk of a fast-spreading fire.





MTFD Shares Live Christmas Tree Safety Tips

This holiday season, the Middletown Township Fire Department (MTFD) and Middletown Township Fire Prevention Office would like to provide residents with tips on how to take care of real Christmas trees.

Click [HERE](#) to watch their Public Service Announcement on YouTube.

Fall 2025 Leaf Collection Update



MIDDLETOWN TOWNSHIP
DEPARTMENT OF PUBLIC WORKS & ENGINEERING
52 KANES LANE
MIDDLETOWN, NJ 07748

POSTAL CUSTOMER

FALL 2025 LEAF COLLECTION SCHEDULE

PRESORTED STANDARD
U.S. POSTAGE PAID
RED BANK, NJ
PERMIT NO. 652
ECRWSS

COLLECTION ZONE	STATUS
A,B,C,D,F,G,H,I,J,K	COMPLETE
E,L	IN PROGRESS

VISIT WWW.MIDDLETOWNNJ.ORG/COLLECTION FOR ZONE UPDATES AND MORE INFORMATION.

PLEASE NOTE THERE WILL ONLY BE ONE COLLECTION IN EACH ZONE. COLLECTION START DATE IS WEATHER DEPENDENT.

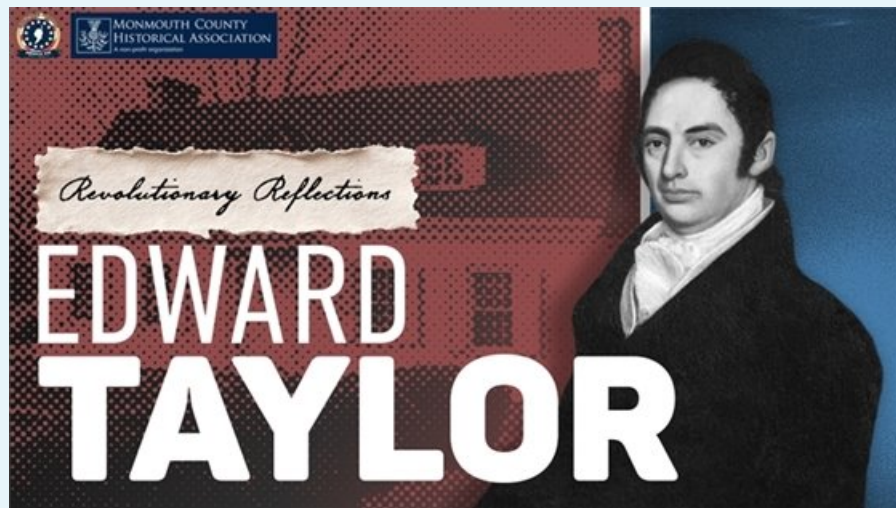
LEAF COLLECTION ONLY - NO BRUSH UNTIL SPRING!

DO NOT SET OUT LEAVES AFTER YOUR STREET HAS BEEN COLLECTED - Violators will be charged up to \$1,500 for an individual collection. Do not place material at the curb earlier than 7 days before start date. Brush, tree stumps, lumber, plywood, fence posts, railroad ties, or garbage will not be collected. Residents can bring leaves to the Middletown Recycling Center (52 Kaness Lane) from November 1st until June 1st. Brush is accepted year-round for residents.

Visit middletownnj.org/collection for more information.



Introducing Our New *Revolutionary Reflections* Video Series: Watch First Episode to Learn About Edward Taylor's Unique Role in the Revolutionary War



To commemorate our nation's upcoming 250th anniversary, the Middletown America 250 Committee is launching *Revolutionary Reflections* — a mini-docuseries exploring the real lives, struggles, and choices of Middletown's residents during the Revolutionary War.

Learn about the families, conflicts, and untold stories that defined Middletown's role in America's fight for independence.

Our first episode begins with Edward Taylor, a suspected spy, Loyalist sympathizer, and prisoner under house arrest at Marlpit Hall (137 Kings Highway).

Click [HERE](#) to watch the episode on YouTube.

Browse Our New Middletown America 250 Merch Store!



Introducing the Middletown America 250 Store!

Items for Sale	<ul style="list-style-type: none"> • Sandy Hook Lighthouse Ornament • Middletown America 250 Challenge Coin • Citizen Soldier Challenge Coin • Middletown America 250 Mason Jar • Seabrook-Wilson House Tote Bag • Sandy Hook Lighthouse Tote Bag • Murray Farmhouse Tote Bag
Payment	<p>Payments will be processed directly via middletownnj.org/america250store. Credit and debit cards are the only accepted forms of payment.</p>
Order Pickup	<p>All items will be available for pickup at Town Hall (1 Kings Highway, Middletown, NJ 07748) at the Clerk's Office window on the Ground Floor. Visit middletownnj.org/250pickup to schedule a pickup time.</p>

Join us in commemorating Middletown's pivotal role in the Revolutionary era by purchasing a keepsake from the Middletown America 250 Merch Store!

Visit middletownnj.org/america250store to explore all items, including our limited-edition Sandy Hook Lighthouse ornament. Crafted by the same renowned company that produces the official White House ornaments, this piece offers a beautifully-made tribute to one of the nation's oldest and most treasured landmarks. You can

also browse other Middletown favorites that make thoughtful gifts and meaningful mementos this holiday season.

Each purchase will directly support upcoming events and initiatives that honor our community's rich heritage as we approach our nation's 250th anniversary next year.



Once you decide on your item(s), please click "Participate Now" on the online store to place your order! Credit and debit cards are the only accepted forms of payment. All payments must be made through the online store. Items are available for pickup at Town Hall (1 Kings Highway).

Visit middletownnj.org/250pickup to schedule your pickup.

Learn About Revolutionary War Patriot Jehu Patterson in the Latest *Locally Sourced* Middletown America 250 Series Podcast



In the fourth episode of our Middletown America 250 series *Patriot Profiles* — a special edition of Mayor Tony Perry's *Locally Sourced* podcast — we explore the life of Jehu Patterson, a young Middletown native who witnessed the Revolution unfold right outside his front door. His early experiences during the war helped shape a lifetime of public service, ultimately leading him to become a respected judge who supported the very veterans he once served alongside.

You can listen to the podcast on middletownnj.org/locallysourced, Amazon Music, Apple Podcasts, iHeart Radio, Podbean, and Spotify.

MonmouthNJ 250 Committee Launches Digital Art Contest: Last Day to Submit Entries is Friday, 4/3



Monmouth County officials and the MonmouthNJ 250 Committee have proudly introduced a digital art competition for professional and non-professional artists who are at least 14 years old to celebrate America's 250th anniversary!

Participants must create digital artwork that portrays one or all of the following themes: Patriotism for Our Country, Pride in Our Communities, and Participating in the Celebration.

Each first-place winner in the professional and non-professional categories will receive \$1,776. Additional prizes will be presented for second and third place. The winners will be announced on Thursday, July 2nd.

Click [HERE](#) for more information and to register.

MonmouthNJ 250 Committee's Parade to Take Place in Middletown on Sunday, 6/28 Beginning at 12:30 PM



Pre-Register for Middletown Township Animal Control's Free Cat and Dog Rabies Clinic Happening on Saturday, 1/17 from 8-10 AM

Free Cat and Dog Rabies Clinic





Saturday, January 17th
from 8:00-10:00 AM

 **Croydon Hall Gym Parking Lot
(900 Leonardville Road)**

 **PRE-REGISTRATION REQUIRED**
middletownnj.org/rabies

The clinic is divided into two one-hour time slots. The second slot will open once the first slot is full.

Call Animal Control at 732-615-2097 if you have any questions.



The clinic is divided into two one-hour time slots. The second slot will open once the first slot is full. The clinic will be held at the Croydon Hall Gym Parking Lot (900 Leonardville Road).

Visit middletownnj.org/rabies for more information and to pre-register.

Pay Off Late MTPL Fees with Food Bank Donations Through Wednesday, 12/31



The poster features a blue background with a stylized illustration of food items (a green can, a red can, and a blue bottle) at the bottom. The text 'Food for Fines' is prominently displayed in large white letters. Below it, smaller text explains the program: 'PAY OFF LIBRARY LATE FEES WITH FOOD BANK DONATIONS! Each item donated will eliminate \$1.00 in late fines, up to \$10.00 maximum per card.' A yellow banner indicates the dates 'Nov. 24 to Dec. 31'. In the top right corner, there is a logo for the Middletown Township Public Library with the tagline 'Inspiration Insight Innovation' and the text 'ALL DONATIONS WILL GO TO AREA FOOD BANKS'.

Food for Fines

PAY OFF LIBRARY LATE FEES
WITH FOOD BANK DONATIONS!
Each item donated will eliminate \$1.00 in late fines, up to \$10.00 maximum per card.

Nov. 24 to Dec. 31

ALL DONATIONS
WILL GO TO AREA
FOOD BANKS

MIDDLETOWN TOWNSHIP PUBLIC LIBRARY
EST. 1922 • 400 W. MAIN ST., 08043

It's the final days of Food for Fines at the Middletown Township Public Library (MTPL)! Through this program, patrons can pay off library late fees with donations of nonperishable food items. Each item donated will reduce late fees by \$1.00. Patrons can donate up to a total of \$10.00 per library card. Donations may be dropped off at the Circulation Desk.

Please note that donations cannot be applied toward lost or damaged items. Expired food also cannot be accepted. All collected items will be donated to local food banks.

**2026 Parking Permits Renewal to Begin Sunday, 2/1: 2025
Permits to be Honored During This Time**



ONLINE PARKING PERMIT SYSTEM TO REOPEN ON SUNDAY, 2/1

Due to a system upgrade, the Clerk's Office will be renewing parking permits for 2026 beginning Sunday, February 1st. We will continue to honor the 2025 permits during this time.

Please visit middletownnj.org/parkingpermits in January for information about when the system will reopen.

If you have any questions, you can contact the Clerk's Office via the following methods:

- Call 732-615-2015.
- Email townclerk@middletownnj.org.

**FOR UPDATES, PLEASE VISIT:
MIDDLETOWNNJ.ORG/PARKINGPERMITS**

Due to a system upgrade, the Clerk's Office will be renewing parking permits for 2026 beginning Sunday, February 1st. The Clerk's Office will continue to honor the 2025 permits during this time.

Please visit middletownnj.org/parkingpermits in January for information about when the system will reopen. Thank you for your patience!

MTPD Encourages Residents to Volunteer with 180 Turning Lives Around: Deadline to Apply is Monday, 1/5



CALL FOR VOLUNTEERS

YOU CAN MAKE A DIFFERENCE

JOIN 180'S SEXUAL ASSAULT RESPONSE TEAM (SART)

180's specially trained, confidential advocates work closely with law enforcement and the Forensic Nurse Examiner's program to provide emotional support and assistance to victims of sexual violence and their loved ones. This support is offered during sensitive hospital medical examinations and police procedures. Advocates also offer telephone support, information about the justice system, and referrals to services. The identities of the volunteers remain anonymous. Prior knowledge of sexual violence is not required. 180 is committed to fostering culturally and socially diverse teams to better serve the community, and bilingual capabilities are highly valued. Training will be provided free of charge to successful applicants.

HOW TO APPLY

PLEASE CONTACT:
Jacquelyn Godbey
Confidential Sexual Violence Advocate Coordinator
908-670-1659
jacquelyng@180nj.org
Application can be found [HERE](#) or visit our website for more information

REQUIREMENTS FOR VOLUNTEERS TO APPLY

- ✓ Must be 18+
- ✓ Attend monthly supervisory meetings
- ✓ Be willing to serve on an on-call shift basis
- ✓ Have a valid driver's license and access to transportation
- ✓ Participate in an interview process that includes fingerprinting and a background check
- ✓ Successfully complete the mandatory 40-hour training

DEADLINE TO APPLY: MONDAY, JANUARY 5TH

180 Turning Lives Around

24/7 CONFIDENTIAL HOTLINE
1-888-264-7273
www.180nj.org

[Click on the graphic to view it in a larger PDF format.](#)

Click [HERE](#) for more information about how to get involved.

MTPD to Host Free Car Seat Safety Checkpoint on Wednesday, 1/14 from 2-6 PM



Residents are invited to a **FREE** Car Seat Safety Checkpoint hosted by the Middletown Township Police Department (MTPD) at Station 11 Old Village Fire Company (1340 NJ-35) to ensure your child is in the right car seat and that it is installed correctly. The checkpoint will be open from 2-6 PM.

Car seat safety checkpoints are held every second and fourth Wednesday of the month. Please contact Corporal Michael Reuter at 732-615-2046 if you have any questions or concerns.

Sign Up for a Free Home Smoke Alarm Installation with the MTFD and American Red Cross



The Middletown Township Fire Department (MTFD) and Middletown Township Fire Prevention Office are partnering with the American Red Cross to install smoke

alarms for free throughout Middletown. We encourage all residents to check if their smoke alarms are working.

If you are interested in this free service, please schedule an appointment at middletownnj.org/smokealarm.

Click [HERE](#) to watch a Public Service Announcement for more information.

Sign Up for Middletown Parks & Recreation's After-School Science Club: Program Begins Monday, 1/5



Join Middletown Parks & Recreation at Poricy Park (345 Oak Hill Road) for the award-winning After-School Science Club! Over the course of several weeks, there will be themed activities, experiments, and hikes in an adventure-packed hour every Monday (except for January 19th and February 16th).

This winter's theme is The Power of Magnets — sign up via RecDesk for some hands-on learning fun!

Visit mtownrec.recdesk.com for more information and to register.

Register for Middletown Parks & Recreation's Winter Skateboarding Classes: First Class is on Tuesday, 1/13



Does your child want to learn how to skateboard or expand their existing skillset? Regardless of their experience, Middletown Parks & Recreation's winter classes will teach them the fundamentals of skateboarding in a safe, courteous manner and at a skill level appropriate to everyone. Beginners and intermediates will be broken into two classes.

Visit mtownrec.recdesk.com to sign up.

New Year, New Hobby: Make an Artistic Resolution and Register Now for MAC's Winter Classes!



Registration for the Middletown Arts Center's (MAC) winter classes has officially opened! Pick up a hobby and sign up for a class in theater, dance, visual art, music, yoga, and more. Classes begin in January.

Click [HERE](#) to view the youth classes and click [HERE](#) to view the adult classes.

NJAW Lead Service Line Replacement Program Door-to-Door Canvassing Continues



The Middletown Township Police Department is aware of the canvassing. If you have any questions about LSLRP, please email njawlead@cdmsmith.com and LeadFreeNJ@amwater.com.

UPCOMING EVENTS

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.

Support the MTPL at the Friends of MTPL's End of Year Book Sale through Wednesday, 12/31

**Dec
17-31**



FRIENDS OF MTPL BOOK STORE

**END OF YEAR SALE:
Buy 1 Get 1 Free
on BOOKS!**

EXCLUDES GIFT-WRAPPED BOOKS

From now until Wednesday, December 31st, come to the MTPL and shop at the Friends of MTPL Bookstore's End of Year Sale! The shelves are freshly restocked, and the nonprofit is clearing things out to make room for even more great books.

Enjoy the buy-one-get-one-free special on all items (except the gift-wrapped books). This is the perfect opportunity to stock up on great reads for the new year and support your library!

Reorganization Meeting Set for Sunday, 1/4 at 10 AM



**Attend Middletown Parks & Recreation's and the MTPL's
Preschool Fair on Wednesday, 1/14 from 5-7 PM**



Find the perfect fit for your family at our preschool fair! Local schools will be at the Middletown Township Public Library (MTPL, 55 New Monmouth Road) to answer questions, explain program structures and fees, and more at this free event.

Schools/preschool organizations can set up a table for free. Please reach out to recreation@middletownnj.org to secure your spot!

Click [HERE](#) to view a list of the fair's participating schools.

Buy Tickets for Middletown Parks & Recreation's Daddy-Daughter Dance Happening on Sunday, 2/1 at 11 AM



MIDDLETOWN Parks & Recreation

In Our
DADDY DAUGHTER
Dance Era

DJ - BUFFET
PHOTOBOOTH WITH TAKE HOME PHOTOS
WEAR YOUR SWIFTIE INSPIRED OUTFIT!

FRIDAY, JAN. 30TH
6PM-9PM **SOLD OUT**

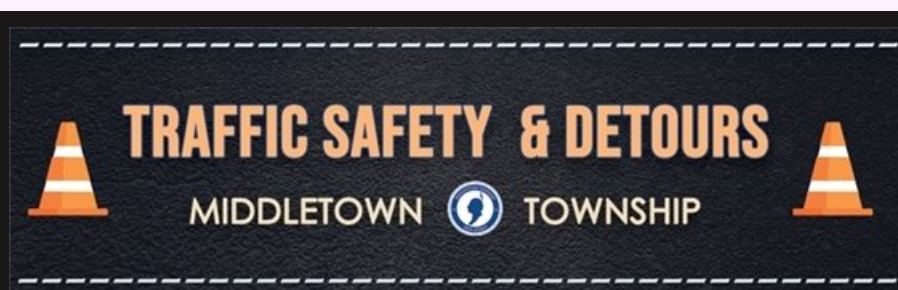
SATURDAY, JAN. 31ST
5PM-8PM **SOLD OUT**

SUNDAY, FEB 1ST
11AM-2PM **NEW DATE ADDED!**


\$70/ADULT, \$60/CHILD (R)
SUNDAY BRUNCH: \$60/ADULT, \$50/CHILD (R)
GRADES K-5TH
JACQUES BANQUET HALL

Middletown Parks & Recreation's Daddy Daughter Dance is returning to Jacques Banquet Hall (500 Palmer Avenue)! The theme is "In Our Daddy Daughter Dance Era", so wear your favorite Taylor Swift-inspired outfit and dress to impress! Semi-formal attire is encouraged.

Enjoy a night of dancing, good food, and fun surprises. Two of the three dances are already SOLD OUT — register while you can on mtownrec.recdesk.com/!



TRAFFIC SAFETY & DETOURS

MIDDLETOWN  TOWNSHIP

- In June, Monmouth County began the construction of the replacement of Bridge S-14 on County Route 50 (Swimming River Road). The road will remain open throughout construction and two 11-foot-wide travel ways in each direction will be maintained. Construction is anticipated to take two years. Please follow all posted signs and stay alert while driving in the area, as temporary changes to traffic patterns may occur. Click [HERE](#) to read the County's press release for more information.

- Church Street in Belford (near Saint Mary's School) between Leonardville Road and Drift Road is currently closed to replace Bridge MT-10. It will most likely be closed 24/7 to vehicular traffic for the remainder of 2025. Pedestrian access will be maintained throughout the course of the project, which is expected to be completed by the end of this year.

U.S. Army Corps of Engineers' Port Monmouth Flood Control Project Road Closures and Updates:

- Broadway remains closed between Main Street (Port Monmouth) and Church Street (Belford) due to ongoing construction. Broadway will be closed until May 2026.
- Campbell Avenue will be closed at the intersection with Creek Road starting January 12, 2026 and is estimated to remain closed until October 2027.
- Detours will be posted. Vehicles traveling between Belford and Port Monmouth can use Highway 36 or Port Monmouth Road.

RESOURCES



THE NATIONAL FLOOD INSURANCE PROGRAM HAS LAPSED: WHAT TO KNOW



What You Need to Know

- The NFIP cannot issue new or renew existing flood insurance policies until the program is reauthorized.
- Consumers who had a pending policy application or renewal should confirm with their agent that they have coverage.
- Homeowners with active NFIP policies will still be covered until their expiration date, including a 30-day grace period.
- NFIP will continue to adjust and pay claims as funds are available. If funds are depleted, claims payments will be delayed until additional funds become available.
- If you have private flood insurance, you are NOT affected.

Information for Homebuyers

- In some cases, homebuyers may be able to assume the seller's existing NFIP policy.
- Lenders may continue making loans during a lapse, but must still conduct flood determinations, provide accurate borrower notices, and follow all other flood insurance regulations. They are also expected to manage safety, soundness, and legal risks, and consider private flood insurance options.
- Private flood insurance remains an option and should be strongly considered.

Are Floodplain Regulations on Hold?

No, Middletown Township must continue to enforce local, state, and federal regulations during the lapse.

MIDDLETOWNNJ.ORG/FLOODPLAINMANAGEMENT

RENTAL UNIT OWNERS CERTIFICATE OF INSURANCE REGISTRATION IN MIDDLETOWN

In accordance with Ordinance No. 2023-3369, all owners of a business or the owner of a rental unit(s) located within the Township are required to maintain liability insurance for negligent acts or omissions.

Annual Registration: Prior to January 1st of each calendar year, the owner of a rental unit(s) located within Middletown must register their Certificate of Insurance (COI) with the municipality. To complete the registration form, visit middletownnj.org/rentalregistration.

Minimum Coverage: The law mandates a minimum level of liability insurance as follows:

- \$500,000 for combined property damage and bodily injury for most rental properties
- \$300,000 for multi-family homes with four or fewer units if one is owner-occupied

Proof of Insurance: Landlords must submit a copy of their insurance certificate to the Township.

Administrative Fees: The annual registration fee is due and payable at the time of registration. The fees are based on the number of units owned.

Penalties for Non-Compliance: Failure to comply with the registration program can result in fines of \$500.

How to Comply with a COI Registration Program:

1. Obtain a COI.
2. Submit your annual registration form and the COI to Laura Russo-Kay in the Planning, Zoning & Community Development Department. Contact Laura at 732-615-2000 ext.2283 or lrussokay@middletownnj.org if you have any additional questions.
3. Pay any required administrative fees.

VACANT/ABANDONED PROPERTY



POLICIES IN MIDDLETOWN



In accordance with Ordinance No. 2022-333, all business owners and owners of vacant or abandoned properties are required to register their property with the Township within 30 days of it becoming vacant.

1. Register your vacant and abandoned property within 30 days of vacancy by visiting middletownnj.org/abandonedpropertyform. Property owners or creditors should be required to renew the registration each year as long as the property remains vacant and/or abandoned and will pay a registration or renewal fee for each property registered.
2. Property owners or creditors must post a sign affixed to the building indicating name, address, and telephone number of the owner or the owner's authorized agent. The sign should be placed in a location that it is legible from the nearest public street or sidewalk, whichever is nearer, but should not be less than eight inches by ten inches.
3. Property must be kept in good condition to prevent hazards, blight, or other code violations.
4. Secure the building from unauthorized entry.
5. Continue to maintain the structure in a secure and closed condition and keep the grounds in a clean and well-maintained condition.
6. Provide proof of property and casualty liability insurance in an amount of no less than \$1,000,000.

Compliance is mandatory. Failure to register may result in fines or other enforcement actions.

If you have any questions, please contact Laura Russo-Kay from the Planning, Zoning & Community Development Department at 732-615-2000 ext. 2283 or lrussokay@middletownnj.org. Thank you for helping keep Middletown clean, safe, and thriving!

Prepare Your Home for Winter Weather



The Middletown Township Office of Emergency Management (OEM) encourages residents to winterize their home. Follow the tips above and visit [weather.gov](https://www.weather.gov) for additional information. Stay safe and warm!

Need Assistance? Utilize the Monmouth ACTS Navigation System

Monmouth ACTS Navigation System

Warm Line: 732-683-8959

The Navigation System offers residents a comprehensive and accessible way to connect with resources in the Monmouth County area.

This tool provides easier access to services including :

- Mental Health
- Food
- Housing
- Substance Use
- More

Monmouth County proudly offers the Monmouth ACTS Navigation System – an easy way for residents to find and access appropriate services in Monmouth County to meet their needs. Created as part of Monmouth County's Department of Human Services, the Navigation System serves as one point of entry for residents to be

connected to any human service provider in the County without needing to make multiple calls.

Call the Warm Line at 732-683-8959 to reach countless service providers and visit monmouthacts.org for more information.

Middletown Township Building & Inspection Department Launches New SDL Online Permit Portal

CONNECT WITH MIDDLETOWN TOWNSHIP'S Building & Inspection Department

- ✓ Request Building Inspections
- ✓ Search Town Data
- ✓ Access Town Maps



Middletown is on the SDL Portal, an online hub where residents and professionals can access information, check status updates, and submit requests 24/7.



Visit sdlportal.com to get started or scan the QR code above to access the SDL Citizen Portal.

Visit sdlportal.com to access the portal and create an account.

Need assistance? Click [HERE](#) for step-by-step instructions on how to create an account.

Connect with the Township to Help Correct Concerns



Middletown Township is now utilizing the “See-Click-Fix” platform so residents can easily contact the Township to report any concerns. The Township is branding this reporting tool as *Connect & Correct* since you can submit your request via the website and track its progress through completion.

Visit middletownnj.org and click on the *Connect & Correct* button. This link will direct you to a page of categories you can choose from to report your concern.

Simply choose the relevant category from the list such as lost pet, pothole, sidewalks, playgrounds, etc. and add a brief description of the issue. You will be able to enter an address or pinpoint the location of the issue on the map. You will also have the option to attach a photo if you would like, and then you can click to submit the report.

You will then be able to track the status of the issue through updates on the platform or via email notifications.

Exciting news — the *Connect & Correct* app is now officially available on the [Apple App Store](#) and [Google Play](#)! The goal of the app is to make it even easier to report your concerns on-the-go as well as streamline communications regarding any concerns you may have.



**Know Someone with a Disability?
Make Sure They Register with NJ
Register Ready!**

Middletown’s Office of Emergency Management encourages residents with disabilities to register with NJ Register Ready. This free program is designed to

assist first responders and emergency planners in identifying community members who may need assistance evacuating in advance of an emergency.

For more information about the program and the three ways you can register, visit middletownnj.org/oem.

Click [HERE](#) to access hi-res photos from this e-newsletter.



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