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Administration Building

1 Collyer Lane
Basking Ridge, NJ 07920
Phone: (908) 766-2510

- Administration
- Computer Systems Administrator
- Finance
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- Historian
- Mayor and Township Committee Office
- Parks & Recreation Committee
- Parks, Recreation, Pool, Golf
- Personnel
- Pool Commission
- Prosecutor
- Purchasing
- Senior Citizens Information
- Sewerage Authority
- Tax Assessor
- Tax Collector
- Township Clerk
- Train & Bus Decals
- Violations Bureau/Court Administrator
- Voter Registration

Health Department

262 S. Finley Avenue
Basking Ridge, NJ 07920
Phone: (908) 204-3070

- Animal Warden
- Board of Health
- Dog & Cat Licenses
- Environmental or Health Complaints
- Environmental or Health Inspections
- Local Assistance Board
- Marriage Licenses
- Registrar of Vital Statistics
- Welfare

Police Building

1 Collyer Lane
Basking Ridge, NJ 07920
Non-Emergency (908) 766-1122

- Non-Emergency
- 911 Information
- Accident Reports
- Detective Bureau
- Emergency Management
- Handicap Parking Placards
- Records
- Security Alarm Permits
- Traffic Control
- Weapon Permits

Engineering Services Building

277 S. Maple Avenue
Basking Ridge, NJ 07920
Phone: (908) 204-3018

- Affordable Housing
- Building Inspector
- Bulky Waste Disposal
- Construction Permits
- Engineering
- Environmental Commission
- Fire Prevention Bureau
- Inspections
- Pill Hill Recycling Center
- Planner
- Planning Board
- Public Works
- Roads
- Smoke Detector Test Scheduling
- Zoning Board

Community Service

Stonehouse Road
Basking Ridge, NJ 07920
Phone: (908) 766-9748

Bernards Township Library

www.BernardsLibrary.org
32 S. Maple Avenue
Basking Ridge, NJ 07920
Phone: (908) 204-3031
rlufkin@bernards.org



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Departments & Services

Department Directory

Department	Phone Number
<u>Administration</u>	(908) 204-3002
<u>Assessor</u>	(908) 204-3082
<u>Township Clerk</u>	(908) 204-3001
<u>Community Service</u>	(908) 766-9748
<u>Construction</u>	(908) 204-2506
<u>Court</u>	(908) 204-3035
<u>Engineering</u>	(908) 204-3020
<u>Finance</u>	(908) 204-3063
<u>Fire Prevention</u>	(908) 204-2511
<u>Grounds</u>	(908) 630-0275
<u>Health Department</u>	(908) 204-3070
<u>Human Resources</u>	(908) 204-3002
<u>Library</u>	(908) 204-3031
<u>Parks & Recreation</u>	(908) 204-3003
<u>Planning & Zoning</u>	(908) 204-3026
<u>Police (Non Emergency)</u>	(908) 766-1122
<u>Public Works</u>	(908) 204-3084
<u>Purchasing</u>	(908) 204-3065
<u>Sewerage Authority</u>	(908) 647-2735
<u>Tax Collector</u>	(908) 204-3079

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Township Committee

Mayor Carol Bianchi



Ms. Bianchi is the Mayor and has been a resident of Bernards Township since 2001 with husband Rich. They have 4 children attending Ridge High School, William Annin Middle School and Cedar Hill.

Education: Graduate of Rutgers University, 1992 magna cum laude graduate of Seton Hall Law School. She is also a 2010 graduate of Leadership Somerset, where she led a project to increase recreational use and stewardship of Somerset County's rivers.

Ms. Bianchi's community service includes: serving on the Planning Board since 2010, being Vice Chairperson 2011-2012 and Chairperson 2012-2013. She also has served on the Zoning Board and Environmental Commission. She was an organizer and co-leader of a citizens group "Citizens for a Clean and Safe Millington Quarry". Ms. Bianchi volunteered as president and public relations coordinator and PTO liaison for William Annin Middle School Athletic Organization and also as parent liaison to the District Curriculum Committee, and is a St. James Parish Volunteer and Republican Campaign Volunteer

Professional Career: Interned in Johnson & Johnson's Government Affairs department, worked as a legal publisher, clerked for a New Jersey Chancery Equity judge, and practiced general and employment litigation at Riker Danzig Scherer Hyland & Perretti in Morristown.

- Committees Serving in 2015:
- Environmental Commission
 - Board of Health
 - Pool Commission
 - Sewerage Authority
 - Charter Day Committee
 - Agricultural Advisory Committee
 - Golf Advisory Committee

[Email Mayor Carol Bianchi](#)

[Email the entire Township Committee](#)

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Township Committee

Deputy Mayor Carolyn Gaziano



Ms. Gaziano is the Deputy Mayor and has served on the Township Committee since 2010, and served as Mayor in 2013. She is a resident of Bernards Township since 1991 with husband Joe. They have three children, Tim who graduated from Ridge in 2011 and currently attends Lafayette College, Nicole who graduated from Ridge in 2012 and now attends Wake Forest University and Will who will graduate from Ridge High School in 2017.

Education: B.S. Metallurgical Engineering Lafayette College 1984 and Graduate studies at Syracuse University, Syracuse, NY

Ms. Gaziano's community service has included serving on the Republican Municipal Committee, the Ridge High School fencing Team Board, Board President and Founder of the Ridge High School Gymnastics Team, Oak Street School PTO Board, Pack Committee Chair Cub Scout Pack 151, and the St. James Share Your Bread Committee.

Professional Career: She has worked as a metallurgist for Alcan Aluminum in Oswego, NY and was a Sales and Marketing Manager for Alcoa Recycling Company in Edison, NJ.

- Committees Serving in 2015:
- Human Resources & Finance Sub-Committee
 - DPW & Engineering Subcommittee
 - Liaison-Board of Education
 - Friends of KMS Farmstead
 - Golf Advisory Committee
 - Sewerage Authority
 - SC Solid Waste Advisory

[Email Deputy Mayor Carolyn Gaziano](#)

[Email the entire Township Committee](#)

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Township Committee

Committeeman John Carpenter



Mr. Carpenter is a Committeeman and has served on the Township Committee since 2006. He has been a resident of Bernards Township since 1969. He along with wife Laura, have raised three children and he has been active in the community long before being elected to the Township Committee.

Education: B.S. Computer Science, Union College, Schenectady, NY

Mr. Carpenter is involved in Bike4ALS and is an avid cyclist and also enjoys hiking and camping.

Professional Career: He has had a career in IT, corporate aviation, and sales.

- Committees Serving in 2015:
- Police Subcommittee
 - Library Board
 - Insurance Fund Committee
 - Human Resources & Finance Sub-Committee
 - Liaison-BRFC #1 & Rescue Squad
 - Sewerage Authority
 - SC Solid Waste Advisory

[Email Committeeman John Carpenter](#)

[Email the entire Township Committee](#)

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Township Committee

Committeeman John Malay



Mr. Malay is a Committeeman and has served on the Township Committee since 2004. He has been a Bernards Township resident since 1995 with wife Jan and daughter Laura, who is a Ridge HS Graduate.

Education: BA in History, Gettysburg College; Graduated from Chatham High School, Chatham, NJ. Certified in Geographic Information Systems from Bloustein School, Rutgers

Mr. Malay is interested in history, biography, general science reading, and politics. During his leisure he builds and plays guitars.

Professional Career: Mr. Malay has spent 15 years owning and operating a printing business. Also, he has professional experience in corporate and non-profit.

Committees Serving in 2015:
Local Emergency Planning & Flood Mitigation Committee
Shade Tree Commission
Insurance Fund Committee
DPW & Engineering Subcommittee
Liaison-Liberty Corner Fire Co.
Liaison-Liberty Corner First Aid
Community Service Program Volunteers
Municipal Alliance
Parks, Pathways & Recreation
Planning Board
Sewerage Authority
SC Wastewater Management Advisory Committee
Green Team

[Email Committeeman John Malay](#)

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Township Committee

Committeeman Thomas S. Russo Jr



Mr. Russo is a Committeeman and has been a resident of Bernards Township since 2012 with his wife Trisha. They have 2 children attending Ridge High School.

Education/Community Service:

Graduate of Seton Hall University, 1996, with a Master of Public Administration (MPA) degree. Graduate of the Fairleigh Dickinson University/State of NJ Certified Public Manager (CPM) program. Graduate of Rutgers, The State University of New Jersey, 1994, with a Bachelor of Arts (BA) degree in Political Science and Communication.

Mr. Russo has served on the Bernards Township Library Board of Trustees and as an Alternate member of the Bernards Township Zoning Board of Adjustment.

Professional Career:

Mr. Russo has served as the Town Manager of Newton, NJ, the County Seat of Sussex County, NJ since August 2008. He is chairman of the Statewide Insurance Fund, a joint insurance fund with 81 member municipalities throughout NJ. Mr. Russo is an Executive Committee Member, North Jersey Municipal Employee Benefits Fund, with 24 member municipalities.

Mr. Russo previously served as a councilman in the Township of Parsippany-Troy Hills for eight (8) years and as the Assistant Township Manager in Randolph Township for three (3) years.

Committees Serving in 2015:
Zoning Board
Insurance Fund Committee
Agricultural Advisory Committee
Deer Management Advisory Committee
SC Community Dev. Committee

Email Committeeman Thomas S. Russo, Jr.

Email the entire Township Committee

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Administration



Address: 1 Collyer Lane, Basking Ridge, NJ 07920
Hours: 8:30AM – 4:30PM

The Department of Administration's mission is to ensure an appropriate balance between resources, human and financial, in order to consistently deliver the right services at the right cost, ensuring that the municipal staff offers and delivers services with efficiency and effectiveness.

Our Administrative support will include the provision of technology, structured records management, consistent and fair personnel policies and open channels of communication.

Township Administrator

The Township Administrator is the Chief Administrative Officer of the Township and is responsible for the administration of Township affairs and for implementing policies established by the Township Committee. The Administrator is responsible for:

- Implementing the policies of the Township Committee;
- Supervising and coordinating the work of all Township Departments;
- Public relations;
- Personnel and Personnel policies;
- Implement and enforce administrative procedures;
- Contract negotiations;

The Administrator's office is open Monday through Friday 8:30AM - 4:30PM.

Departmental Contacts

Administration Services staffs are available to assist you via e-mail or telephone:

Employee Name	Position	Phone Number
<u>Bruce McArthur</u>	Township Administrator	(908) 204-4612
<u>Ann Marie Siclare</u>	Administrative Assistant	(908) 204-4612
<u>Christopher Kyriacou</u>	IT Director	(908) 204-3174
<u>Hank Cheng</u>	IT Manager	(908) 204-3010
<u>Mike Mottley</u>	IT Technician	(908) 204-3037
<u>Roseann Hennessey</u>	Document Imaging/Records Retention Clerk	(908) 204-3016

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