

# Single Stream Recycling in Highlands

Reciclaje de una sola corriente en Highlands



**RESIDENTS CAN PLACE ALL MANDATED RECYCLABLES IN ONE RECYCLING CONTAINER**  
Los residents pueden colocar todos los materiales reciclables obligatorios en un contenedor de reciclaje



**Plastic Bottles**  
[Botellas de plástico]



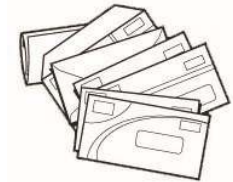
**Magazines**  
[Revistas]



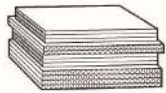
**Phone Books**  
[Guías de telefónicas]



**Brown Paper Bags**  
[Bolsas de papel]



**Junk Mail**  
[Propaganda por correo]



**Cardboard**  
[Cartulina]



**Paperboard**  
[Cartón]



**Newspapers**  
[Periódicos]



**Steel Cans & Empty  
Aerosol Cans**  
[Latas y aerosoles vacíos]



**Glass Bottles & Jars**  
[Botellas y frascos de vidrio]



**Aluminum Cans,  
Aluminum Foil & Pie Tins**  
[Latas de aluminio, papel de aluminio y moldes de aluminio]



**Paper Cardboard, Dairy  
& Juice Containers**  
[Envases de cartón de lácteos y jugos]



**Office & Shredded Paper**  
[Papel de ofiçi, Papel en trizas]

For more information on recycling in Highlands, visit: [www.highlandsborough.org/hnj/Recycle/](http://www.highlandsborough.org/hnj/Recycle/)  
[Para obtener más información sobre reciclaje en Highlands, visite: [www.highlandsborough.org/hnj/Recycle/](http://www.highlandsborough.org/hnj/Recycle/)]

# Trash, Recycling, Bulk & Brush in Highlands

Basura, Reciclaie, Bulk & Brush en Highlands

## ZONE 1

Barberie Avenue  
Bay Ave (Sea Drift Ave. –  
Gravelly Pt.)  
Bayside Drive  
Beach Boulevard  
Bedle Street  
Central Avenue  
Cheerful Place  
Fay Street  
Gravelly Point Road  
Huddy Avenue  
Kings Street  
Locust Street  
Marie Street  
Marine Place  
Matthew Street  
Ocean Avenue  
Recreation Place  
Sea Drift Avenue  
Shore Drive (Sea Drift Ave. –  
West)  
Snug Harbor Avenue  
Washington Avenue  
Waterwitch Avenue (Shore Dr.  
– North)  
Willow Street

## ZONE 2

Bay Avenue (Cornwell – East)  
Center Avenue  
Cornwell Street  
Jackson Street  
John Street  
Kay Street  
Laurel Drive  
Linden Avenue  
Navesink Ave./Hwy 36  
(Northbound)  
Ralph Street  
Rogers Street  
Scenic Drive  
Shrewsbury Avenue (Cornwell –  
East)  
Shore Drive (Miller St. – East)  
South Bay Avenue  
South Linden Avenue  
South North Street  
South Second Street  
Spring Street  
Valley Avenue (North of Hwy 36)  
Waddell Street  
Waterwitch Avenue (Shore Dr. –  
South)  
William Street  
West North Street

## ZONE 3

Atlantic Street  
Bay Ave (Sea Drift Ave.–  
North St.)  
Cedar Street  
East North Street  
Fifth Street  
Fourth Street  
Marina Bay Court  
Marina Drive  
Miller Street (Shore Dr. –  
North)  
Second Street  
Shore Drive (Sea Drift Ave. –  
Miller St.)  
Shrewsbury Ave (Miller St. –  
Cornwell)  
Valley Street

## ZONE 4

Bay Street  
Bayview Street  
Chestnut Street  
Government Road  
Grand Tour  
Highland Avenue  
Hillside Avenue  
Lighthouse Road  
Miller Street (South of Hwy 36)  
Mountain Street  
Navesink Ave./Hwy 36  
(Southbound)  
North Peak Street  
Oak Street  
Ocean Street  
Oceanview Avenue  
Osbourne Street  
Portland Road  
Prospect Street  
Riker Street  
South Peak Street  
Thompson Avenue  
Twin Light Terrace  
Valley Avenue  
Woodland Street

## Department of Public Works

Spencer Carpenter  
Superintendent

## Recycling Yard Hours

Tuesday 8am-2pm  
Thursday 11am-5pm  
Saturday 7am-3:30pm

## Phone

(732) 872-1224 x250

## Fax

(732) 872-0670

## E-Mail

scarpenter@highlandsborough.org

## Location

42 Shore Drive, Highlands

### Zones 1 & 3

Trash Pickup: Monday & Thursday

Recycling: 1<sup>st</sup> & 3<sup>rd</sup> Wednesday

### Zones 2 & 4

Trash Pickup: Tuesday & Friday

Recycling: 2<sup>nd</sup> & 4<sup>th</sup> Wednesday

### **Bulk & Brush will be picked up according to Zone**

**Zone 1:** First Friday of the month

**Zone 2:** Second Friday of the month

**Zone 3:** Third Friday of the month

**Zone 4:** Fourth Friday of the month

**Please Note:** Regular Bulk pickup will be in **March, June, September, and December.**

If additional pickups are needed, the fee is \$50 per Bulk Permit which covers 2 large items and \$50 per Freon Permit for each A/C unit. Pickups will be the 2<sup>nd</sup> and 4<sup>th</sup> Monday of the month.

Place items curbside the night before pickup.

**Recycling Center Hours: Tuesday 8am-2pm, Thursday 11am-5pm & Saturday 7am-3:30pm**

**Brush will be picked up by zone during the months of April, October, and December on Fridays.**

**\*\*\*Zone 4 will have an additional brush pick in the month of June.\*\*\***

By ordinance, brush placement is only allowed during the first 5 days prior to collection. Place all brush 10 feet from storm drains, inlets or streams. All brush must be 25 feet from an intersection. Please remove vehicles from street during brush removal Fridays, by zone, as the street sweeper will follow the brush pick up –as per Borough Code 3-7.4.

**\*\*\*Only Leaves will be picked up in the month of November.\*\*\***

**Bulk will be picked up by zone during the months of March, June, September and December on Fridays.**

As per Borough Code 3-7.4

**There is NO residential recycling on the fifth Wednesday of any given month.**

**No trash pickup during scheduled holidays –Thanksgiving, Christmas, & New Year's Day**

Residents may also bring metals, recyclables, electronics, brush and leaves to the Recycling Center (must be separated).

**Construction debris and Styrofoam are NOT accepted!**

Fuel must be removed from landscaping and other equipment.

### **RESIDENTIAL CURBSIDE SINGLE STREAM RECYCLING**

You can mix the following in one container:

Glass, Plastic, Mixed Paper\* & Cardboard\*\*

\*Mixed Paper: office paper, junk mail, newspapers, flyers, magazines, brochures, catalogs, etc.

\*\*Cardboard is to be flattened & tied.

Household batteries can go in with regular garbage.

**DO NOT PUT RECYCABLES IN PLASTIC BAGS**

### **COMMERCIAL & INSTITUTIONAL RECYCLING PLAN**

All businesses & institutions must comply with the residential and single stream recycling rules plus the following:

- ◆ Debris, furniture, and appliances will be handled by own hauler or contractor.
- ◆ Cardboard will be flattened and tied for pickup or brought to recycling yard.

**THE BOROUGH RECYCLING CENTER DOES NOT TAKE THE FOLLOWING:  
TIRES, PROPANE TANKS, OIL, PAINT CANS, HOUSEHOLD TRASH**

### **MORE INFORMATION**

Monmouth County Reclamation Center (732) 683-8686

Monmouth County Recycling Directory (732) 431-7460



Get the Free Recycle Coach App

Get the free app for the complete trash and recycling information in the Borough of Highlands at your fingertips!

## Code Enforcement

**Contact:** William F. Brunt, Jr.

**Phone:** (732) 872-1224 x215

**Email:** [code@highlandsborough.org](mailto:code@highlandsborough.org)

**Location:** 42 Shore Drive

**Office Hours:** Monday 8:30am-4:30pm, Tuesday 8:30am-4:30pm\*, & Thursday 8:30am - 4:30pm

(\*Except Court Days 10:30am-6:30pm)

The Division of Code Enforcement provides regular inspections throughout the borough to ensure compliance with borough ordinances and building codes. Typically, the official will look for property maintenance violations and properties in an unsafe condition or state of disrepair. The Code Official can respond to complaints and inquiries from residents about conditions that may not conform to ordinance standards. Year-round and seasonal housing is inspected to ensure safe and habitable conditions exist in dwellings that are rented rather than owner-occupied. The Code Enforcement Official is there to protect all residents and businesses from unsafe and unsightly conditions to make the borough a better place to live.

## Emergency Management

**Contact:** William Kane

**Phone:** (732) 241-8931

**Fax:** (732) 872-0670

**Email:** [highlandsoem@highlandsborough.org](mailto:highlandsoem@highlandsborough.org)

**Location:** 17-1 Shore Drive

The Office of Emergency Management is responsible for preparing for and managing any declared or other large-scale emergency, event, or occurrence, either man-made or natural, which may occur within the Highlands Borough. By law, the Office of Emergency Management must have an Emergency Operation Plan (EOP) that addresses all the possible/probable emergencies that may occur.

### The Office of Emergency Management is responsible for:

Alert Warning and Communications

Emergency Medical

Emergency Public Information

Evacuation

Hazardous Material

Public Health

Radiological Protection

Damage Assessment

Emergency Operation Center

Emergency Shelter/Reception/Care

Fire & Rescue

Law Enforcement

Public Works

Social Services



Borough of Highlands  
 42 Shore Drive  
 Highlands, NJ 07732  
 (732) 872-1224  
 (732) 872-0670 Fax  
 www.highlandsborough.org

### Mayor and Council

Carolyn Broullon	Mayor	cbroullon@highlandsborough.org	(732) 291-4009
Jo-Anne Olszewski	Council President	jolszewski@highlandsborough.org	(201) 410-8342
Donald Melnyk	Council Member	dmelnyk@highlandsborough.org	(732) 788-3021
Karen Chelak	Council Member	kchelak@highlandsborough.org	(732) 514-2375
Leo Cervantes	Council Member	lcervantes@highlandsborough.org	(732) 272-3867

***Council meetings are the 1st and 3rd Wednesday of each month.  
 The July, August, & November Council Meetings will be held on the 2<sup>nd</sup> Wednesday.***

### Borough Directory

<u>Dept. / Title</u>	<u>Name</u>	<u>Phone &amp; Ext</u>	<u>Email</u>	<u>Location</u>
Borough Administrator	Michael Muscillo	(732) 872-1224 x203	mmuscillo@highlandsborough.org	42 Shore Drive
Acting Borough Clerk	Nancy Tran	(732) 872-1224 x201	clerk@highlandsborough.org	42 Shore Drive
Registrar of Vital Statistics	Donna Conrad, CMR	(732) 872-1224 x207	dconrad@highlandsborough.org	42 Shore Drive
Cashier/Sewer Department	Kevin Rooney	(732) 872-1224 x204	cashier@highlandsborough.org	42 Shore Drive
Construction/Building Official	Joseph Kachinsky	(732) 615-2106	jkachins@middletownnj.org	42 Shore Drive
Chief Financial Officer	Patrick DeBlasio, CMFO, CTC	(732) 872-1224 x217	pdeblasio@highlandsborough.org	42 Shore Drive
Clean Communities Coordinator	Spencer Carpenter	(732) 872-1224 x232	scarpenter@highlandsborough.org	42 Shore Drive
Code Enforcement Officer	William F. Brunt, Jr	(732) 872-1224 x215	code@highlandsborough.org	42 Shore Drive
Emergency Management	William Kane	(732) 241-8931	highlandsoem@highlandsborough.org	17-1 Shore Drive
Environmental Commission	Steve Szulecki		environmental@highlandsborough.org	
Finance Dept./Accounts Payable	Jorgi Craig	(732) 872-1224 x205	jcraig@highlandsborough.org	42 Shore Drive
Fire Department	Rudy Trivett, Jr., Chief	(732) 581-9940	marmstrong@highlandsfiredepartment.com	17-1 Shore Drive
Fire Prevention	David Parker	(732) 872-1224 x252	dparker@highlandsborough.org	17-1 Shore Drive
First Aid Squad	Jay Terwilliger, Pres.	(848) 300-2505	highlandsems1721@gmail.com	32-34 Valley Street
Land Use Board Secretary	Nancy Tran	(732) 872-1224 x201	landuse@highlandsborough.org	42 Shore Drive
Municipal Court	Martha Diaz-Verson	(732) 291-3225	court@ahnj.com	100 First Ave, Atlantic Highlands
Police Department	Robert Burton, Chief	(732) 872-1158	rburton@highlandsborough.org	27 Shore Drive
Public Works Supervisor	Spencer Carpenter	(732) 872-1224 x250	scarpenter@highlandsborough.org	42 Shore Drive
Recreation Department	Jacqueline Kane	(732) 872-1224 x232	recreation@highlandsborough.org	22 Snug Harbor Ave
Tax Assessor	Jay Briscione, ASA, CTA	(732) 872-1224 x211	assessor@highlandsborough.org	42 Shore Drive
Tax Clerk	Donna Conrad, CMR	(732) 872-1224 x207	dconrad@highlandsborough.org	42 Shore Drive
Tax Collector	Patrick DeBlasio, CTC	(732) 872-1224 x217	pdeblasio@highlandsborough.org	42 Shore Drive
Zoning Officer	Marianne Dunn	(732) 615-2106	mdunn@middletownnj.org	42 Shore Drive

### General Meeting Schedule

*Please check each month for location and time*

	Monday	Tuesday	Wednesday	Thursday
<b>First</b>		Communications	Council*	Environmental
<b>Second</b>		Garden Club, Lions Club	Council**	Land Use Board
<b>Third</b>		Shade Tree	Council*	Historical (Nov & Dec)
<b>Fourth</b>		Green Team	Open Space	Historical (Mar – Oct)

**\*Exception no meeting July & August. \*\*November Council meeting is held on the 2<sup>nd</sup> Wednesday**

## Fire Department

Contact: Department Chief, Rudy Trivett, Jr.  
Phone: (732) 581-9940  
Email: [marmstrong@highlandsfiredepartment.com](mailto:marmstrong@highlandsfiredepartment.com)  
Location: 17-1 Shore Drive, Highlands  
Web Site: [www.highlandsfiredepartment.com](http://www.highlandsfiredepartment.com)

The Highlands Fire Department is an all-Volunteer Organization that proudly protects an estimated 5,000 people living in an area of one square mile. We operate out of one station that protects a primarily residential area. The department consists of 50 members but is always looking to grow.

Founded in 1900, the department consists of two companies: Columbia Hose Company No. 1 & Star Hook and Ladder Company No. 2. We answer structure, brush, car, and boat fire calls along with providing rescue services related to motor vehicle extrication and boater distress calls.

If you are interested in volunteering, please contact the email above.

## Highlands First Aid Squad

Contact: President, Jay Terwilliger  
Phone: (848) 300-2505  
Email: [highlandsems1721@gmail.com](mailto:highlandsems1721@gmail.com)  
Location: 32-34 Valley Street, Highlands  
Facebook: [www.facebook.com/HighlandsFirstAidSquad](http://www.facebook.com/HighlandsFirstAidSquad)

Established in 1931, we are the 2<sup>nd</sup> oldest squad in the country! The Highlands First Aid Squad is an all-volunteer organization that serves the 5,000 residents of the Borough of Highlands, New Jersey, as well as provides mutual aid to surrounding communities. Our very dedicated and capable squad provides year-round EMS coverage and community service and events. We are always recruiting good men and women to join our Squad. No experience required and free training will be provided.

If you are interested in volunteering or donating or for more information, please contact the email above.



Borough of Highlands  
42 Shore Drive  
Highlands, NJ 07732

POSTAL PATRON  
Highlands, New Jersey 07732