

# BOROUGH OF DUNELLEN



OFFICE OF THE MAYOR  
355 North Avenue  
Dunellen, New Jersey 08812

TELEPHONE: (732) 882-4551  
EMAIL: [jcilento@dunellen-nj.gov](mailto:jcilento@dunellen-nj.gov)

## Message by the Mayor Jason F. Cilento February 2021

**COVID-19 Update: Vaccination and Testing Information:** Please consider the value to yourself and others of being vaccinated and take the opportunity when it is offered. This will help in continuing to protect ourselves, our friends and family-members, and most importantly, those who are most vulnerable in our community. If you have not yet signed up, please consider doing so at: [covidvaccine.nj.gov](https://covidvaccine.nj.gov).

The State of New Jersey has a Vaccination Helpline. The number is (855) 568-0545. Middlesex County has also set up a Call Center at (732) 745-3100. In addition, the Neighborhood Health Clinic of Plainfield has begun accepting vaccination enrollment at their facilities, located at 1700-58 Myrtle Ave, Plainfield, NJ 07063. You must pre-register at <https://www.nhscnj.org/register-for-vaccine> or you may call their hot-line to set up an appointment at (908) 540-0229. If you know someone who does not have access to the Internet or a computer, please assist them with signing up for the vaccine and/or making a phone call to the above contact information.

As new information becomes available from the State of New Jersey, we will continue to update the public. We thank everyone for being patient. Please continue to practice social distancing, wear a mask, maintain good hand hygiene and limit social gatherings.

**Annual Reassessment Program:** As part of the effort to ensure fair property tax bills for all residents, the Borough is continuing with the second year of its five year program of revaluing properties. The process calls for 20% of the town's properties to be inspected each year of the program and all properties will be revalued through an analysis of the real estate market. This year, the assessor plans to conduct the inspections around September. If your property is in the selected area, you will receive a letter in advance from our inspection company Profession Property Appraisers, Inc (PPA) notifying when they expect to be in your neighborhood. Inspectors will follow CDC guidelines when inspecting properties. The annual reassessment program helps to preserve values of properties in town close to 100% of market value ensuring equality of taxation throughout the town. This will prevent the Borough from being in a position it was in 2016 when the State mandated a town-wide revaluation, which proves to be expensive, and impactful to taxpayers who are not appropriately assessed in a program such as the one the Borough has structured. In addition, if you're an honorably discharged veteran who served in the line of duty or time of peace, you qualify for a property tax deduction. For more information on the property reassessment or the veterans property tax deduction program please email our Tax Assessor, Dawn Guttschall at: [dguttschall@dunellenborough.com](mailto:dguttschall@dunellenborough.com) or call (732) 968-3323.

**Downtown Visual Preference Survey Results:** In November 2020, the Borough of Dunellen worked with our Municipal Planner, DMR Architects, in developing and issuing the survey to residents, business-owners and visitors to better understand the community's preferences as we continue to welcome the redevelopment of Dunellen's downtown. As part of the process, we will host a virtual public engagement session on February 25, 2021 at 7PM to present the findings of the survey. Information on joining this public engagement session will

be made available on our Borough website prior to the session. Following this session, we will host another public session on presenting the strategic plans on implementing the community vision in our redevelopment plan. Please keep an eye out for this information.

Finally, for your information, I am attaching a Government Directory of who is who in the Borough. Thank you for your time in this matter.

Yours very truly,  
Jason F. Cilento, Mayor  
Borough of Dunellen  
Facebook: @mayorcilento  
Instagram: mayorcilento

# Dunellen Government Directory

## www.dunellen-nj.gov

All council meetings are held in the Municipal Council Chambers located at 355 North Avenue, Dunellen on the first and third Mondays of the month. Meetings commence at 7:00 pm, unless otherwise noted.

### **ELECTED OFFICIALS**

**Jason Cilento, Mayor**  
jcilento@dunellen-nj.gov

**Jessica Dunne, Council President**  
jdunne@dunellen-nj.gov

**April Burke, Council Member**  
aburke@dunellen-nj.gov

**Stacy Narvesen, Council Member**  
snarvesen@dunellen-nj.gov

**Tremayne Reid, Council Member**  
treid@dunellen-nj.gov

**Trina Rios, Council Member**  
trios@dunellen-nj.gov

**Daniel Cole Sigmon, Council Member**  
dsigmon@dunellen-nj.gov

### **BOROUGH OFFICES**

#### **BOROUGH ADMINISTRATOR/ MUNICIPAL CLERK**

**William M. Robins, Ph.D., RMC**  
**Lauren Staats, Deputy Municipal  
Clerk, RMC**  
Office: 355 North Avenue  
Phone: (732) 968-3033  
Fax: (732) 968-8605  
Hours: M-F 9:00 am-4:30 pm

#### **REGISTRAR**

**William M. Robins, Ph.D., CMR**  
**Lauren Staats, Deputy Registrar,  
CMR**  
Office: 355 North Avenue  
Phone: (732) 968-3033  
Fax: (732) 968-8605  
Hours: M-F 9:00 am-3:00 pm and by  
appointment

### **MUNICIPAL ATTORNEY**

**John E. Bruder**

### **CONSTRUCTION OFFICE**

**Scott Luthman, Const. Official**  
**Richard Gianchiglia, Assistant**  
Office: 101 Prospect Avenue  
Phone: (732) 968-3323  
Fax: (732) 968-3872  
Hours: M, T, Th 10:00 am-1:00 pm

### **TAX COLLECTOR**

**Dawn Hutchison, Tax Collector**  
**Gail Woerner, Tax Clerk**  
Office: 353 North Avenue  
Phone: (732) 968-1226  
Fax: (732) 968-3903  
Hours: T, Th, F 9:00 am-3:00 pm

### **TAX ASSESSOR**

**Dawn Guttschall**  
Office: 101 Prospect Avenue  
Phone: (732) 968-3323  
Fax: (732) 968-3872  
Hours: M 5:00 pm-7:00 pm and by  
appointment

### **OFFICE OF EMERGENCY MANAGEMENT**

**Homer Mosley Jr.**  
Office: 355 North Avenue  
hmosley@dunellenborough.com

### **PARKS & RECREATION**

**Alex Miller, Director**  
amiller@dunellenborough.com  
**Julie Grof, Admin. Assistant**  
jgrof@dunellenborough.com  
Office: 355 North Avenue  
Phone: (732) 968-3033, ext. 8

### **DUNELLEN POLICE DEPARTMENT**

**Chief Daniel Smith**  
www.dunellenpd.com  
Office: 355 North Avenue  
Non-emergency: (732) 968-3000

### **DUNELLEN FIRE DEPARTMENT**

**Chief Mark Crawford**  
www.dunellenfd.com

### **DUNELLEN RESCUE SQUAD**

**Chief Jeff Best**  
(732) 968-0477

### **EMERGENCIES**

9-1-1

### **PLANNING BOARD**

Regular meetings are on the  
fourth Monday of each month at  
7:00 pm in the Municipal Building

### **CODE ENFORCEMENT**

**Property Maintenance, Zoning  
Violations, and Illegal Housing**  
**George Deene, Code Enforcement  
Officer**  
(908) 672-2593

### **PUBLIC WORKS**

DUPW Yard: 265 Hall Street  
Phone: (732) 968-5455  
Hours: M-S 8:00 am-2:00 pm  
Paint Drop Off: 2nd Saturday of  
each month (8:00 am-12:00 pm)

### **MCI – DIVISION OF RECYCLING**

Call the Middlesex County  
Improvement Authority (MCI) for  
any questions or concerns  
regarding bi-weekly recycling  
101 Interchange Plaza,  
Ste 202, Cranbury, NJ 08512  
Hotline: (800) 488-6242

### **HEALTH INSPECTOR**

**Terry Brundage**  
(732) 356-7400, ext. 252