

**TOWNSHIP OF MILLBURN  
OFFICE OF THE TOWNSHIP CLERK  
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MILLBURN, NJ 07041  
CLERKS OFFICE – 973-564-7079  
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**VOLUNTEER INTEREST FORM**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (Home) \_\_\_\_\_ (Business) \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**AREAS OF INTEREST (Check all that apply)**

- |   |  |
|---|--|
| <input type="checkbox"/> Arts Advisory Committee (1-yr term)                | <input type="checkbox"/> Pedestrian Safety Advisory Board (3-yr term)                |
| <input type="checkbox"/> Community Service Award Committee (1-yr term)      | <input type="checkbox"/> Planning Board* (4-yr term)                                 |
| <input type="checkbox"/> Environmental Commission (3-yr term)               | <input type="checkbox"/> Board of Recreation Commissioners* (5-yr term)              |
| <input type="checkbox"/> Board of Health* (3-yr term)                       | <input type="checkbox"/> Senior Citizen's Advisory Board (1-yr term)                 |
| <input type="checkbox"/> Historic Preservation Commission* (4-yr term)      | <input type="checkbox"/> Shade Tree Advisory Board (3-yr term)                       |
| <input type="checkbox"/> Trustees-Millburn Free Public Library* (5-yr term) | <input type="checkbox"/> Special Improvement District Board of Trustees* (3-yr term) |
| <input type="checkbox"/> Local Assistance Board (4-yr term)                 | <input type="checkbox"/> Zoning Board of Adjustment* (4-yr term)                     |

\*Appointment to this agency **requires** the filing of a New Jersey Local Government Ethics Law Financial Statement.

**In addition to this form, please send a statement about why you are interested and what background activities you would bring to an appointed position. If your professional resume also relates to your interest, please feel free to include it.**

Please view attachment to review details on various boards/committees.

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*For Township Use Only*

Date Received: \_\_\_\_\_ Interview Letter/Call \_\_\_\_\_ Date Interviewed: \_\_\_\_\_

Appointed to: \_\_\_\_\_ Date: \_\_\_\_\_

Not Appointed \_\_\_\_\_ Notifying Letter Sent \_\_\_\_\_

## **Descriptions of Boards, Committees and Commissions**

### **Art Advisory Committee**

The Art Advisory Committee was formed to advise and assist the Township Committee in developing and maintaining the Township's Art Collection, to include the following functions: collections, display; maintenance, storage, security, appraisal/insurance and disposition.

### **Community Service Award Committee**

Members of the Community Service Award Committee are responsible for researching, selecting and nominating to the full committee potential candidates to receive the Community Service Award. Members are responsible for providing background information and preparing introductory comments relating to the recipients.

### **Environmental Commission**

The Environmental Commission was established by ordinance in 1969, for the protection, development or use of natural resources, including water resources, located within the Township. It keeps an index of all open areas in the Township, makes recommendations about their use for inclusion in the Master Plan, and may acquire land for the Township by gift.

### **Board of Health**

The Board of Health, established in 1880 pursuant to Title 26 of the State Statutes, enforces state and local regulations regarding sanitation, pollution, communicable disease, and other public health concerns. The Board is empowered to pass, alter or amend public health ordinances, and to enforce local and state sanitary codes and other public health legislation of the state and federal governments.

### **Historic Preservation Commission**

In order to safeguard the heritage of the Township by preserving Millburn's cultural, historical, social archaeological, economic, and architectural resources, the Township Committee, by ordinance, created an Historical Preservation Commission in 1987. Among its duties are the maintenance of the Historic Structures Survey, and the recommendation of any actions necessary for updating the historic preservation element of the Master Plan. The Commission advises the Planning Board and Zoning Board on applications for development affecting designated historic districts and sides.

## **Trustees of the Millburn Free Public Library**

The Millburn Library Board of Trustees is appointed under provisions of Title 40, to hold in trust and manage all property of the library, hire personnel and make proper rules and regulations for the government of the library, and generally do all things necessary and proper for its maintenance.

## **Local Assistance Board**

Public Assistance for needy people who meet eligibility requirements is administered by the Local Assistance Board, as set forth in Title 44 of the State Statutes.

## **Pedestrian Safety Advisory Board**

As per Millburn Township Code 2.38 the Pedestrian Safety Advisory Board shall advise the Township Committee on issues affecting pedestrian safety consistent with the Traffic Issues Management Policy. The Board, which shall meet at least quarterly, will investigate and analyze pedestrian safety issues and present recommendations regarding new initiatives and policies.

## **Planning Board**

As per N.J.S.A. 40:55D-25, the Planning Board shall accordingly exercise its powers in regard to the Master Plan; Subdivision Control and Site Plan Review; Official Map; Zoning Ordinance and Conditional Uses; Capital Improvements Program; Variances and certain Building Permits in conjunction with subdivision, site plan and conditional use approval. The Planning Board may: 1) participate in the review of programs required by State or Federal law or regulation; 2) assemble data on a continuing basis as part of a continuous planning process; and 3) perform such other advisory duties as assigned to it by ordinance or resolution of the governing body for the aid and assistance of the governing body or other agencies or officers.

## **Board of Recreation**

The Recreation Commission is responsible for community recreation; plans, promotes, organizes and administers a comprehensive recreation service for the entire community; establishes administrative procedures to assure maximum services provided at a reasonable cost; checks effectiveness of the recreation services; studies community recreation needs to develop immediate and long-range plans to meet these needs; interprets the recreation organization, its philosophy and objectives; establishes and maintains cooperative planning and working relationships with other local community agencies and interested individuals in cooperation with the Superintendent of Recreation.

### **Senior Citizens Advisory Board**

The Senior Citizen Advisory Board was formed to serve the senior population of the township. It shall act in an advisory capacity to the Mayor. The responsibilities of the Advisory Board are to provide information to the public on the aspects of aging, to identify the needs of seniors, to explore the appropriate solutions and to develop and coordinate resources.

### **Shade Tree Advisory Board**

A citizen's advisory committee is established to assist and advise the Township Committee, the Superintendent of Public Works and the Township Forester with respect to the planting, care and control of trees and shrubbery in public places owned, leased or managed by the Township.

### **Special Improvement District (SID) Board of Trustees**

Those interested in being a volunteer on the Special Improvement District Board of Trustees should be committed to the economic development and vitality of the Township of Millburn's business districts. The board will also be responsible for guiding the District Management Corporation and its executive director to promote, support and actively recruit businesses within the established special improvement district among other goals and objectives that are enumerated by the board of trustees.

### **Zoning Board of Adjustment**

A Board of Adjustment is hereby established pursuant to N.J.S.A. 40:55-69 et seq. The Board of Adjustment has the power to:

- a. hear and decide appeals, where it is alleged by the appellant that there is error in any order, requirement, decision or refusal made by an administrative officer based on or made in the enforcement of the zoning ordinance;
- b. hear and decide requests for interpretation of the zoning map or ordinance or for decisions upon other special questions upon which such board is authorized to pass by any zoning or official map ordinance in accordance with this act; and
- c. grant variances in special cases as per N.J.S.A. 40:55D-70 (c) and (d).