



## Hamilton Township, New Jersey

# Department of Health, Recreation and Senior and Veterans Services 2020 Annual Report





# Division of Health 2020 Annual Report

**TOWNSHIP OF HAMILTON**  
Department of Health, Recreation, Seniors, and Veterans Services

2100 Greenwood Ave, Hamilton, NJ 08609



**Public Health**  
Prevent. Promote. Protect.

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## Message from the Director

I am pleased to present our 2020 year-end Annual report. Inside you will gain insight into the work of the Hamilton Township Division of Health, whose mission is to protect the health and well-being of our Hamilton residents. The achievements highlighted in the 2020 Annual Report would not be possible without the expertise and dedication of our Hamilton Division of Health staff.

Our division is comprised of the following sections: Public Health, Environmental Health and Animal Control Services. Each of our sections are dedicated to providing high quality services to our community within the challenges and opportunities encountered in the evolving public health and healthcare environments.

Animal care is another key component of a healthy community and this section maintains the highest standards of humane animal sheltering; promotes the placement of animals into homes; and encourages responsible pet ownership through education, enforcement, and community partnership.

As the pandemic disrupted our nation and state, our Hamilton Township Division of Health never faltered in delivering essential public health services to our community. I'm also very proud of the exceptional staff at the division that rose to the occasion on every front as we addressed the hardships of COVID-19. They worked tirelessly and passionately to protect the public's health while continuing to address other programmatic priorities.

I would like to thank the residents of our community for their perseverance and adherence to many restrictions put upon us during these unprecedented times. Your compliance in wearing masks, socially distancing and practicing hand hygiene has help to control the spread of the virus and keep us all safe.

Thank you to Mayor Martin, his Administration, and our Township Council for their ongoing support of our Department. Our team will continue to work hard in protecting the health and safety of all those we are so privileged to serve in our community.

Yours in Health,

**Kathleen Fitzgerald, RN, BSN, CALA, CDP**  
**Director of Health**

## Message from the Health Officer

This past year was trying for everyone. Throughout it all, the staff here within the Division of Health stepped up to the plate to ensure that the residents of Hamilton were taken care of. In this report you'll find a summary of the activities that the staff conducted in 2020, and where data was available for 2019 as well. I am proud to present this report to the residents of Hamilton as it demonstrates the dedication, competence, and compassion that your local public health professionals exhibit.

I started as Health Officer in April, 2020. Under the leadership of Director Fitzgerald and Mayor Martin, the Division had two mandates: 1) respond to the COVID-19 pandemic and 2) improve the Hamilton Township Animal Shelter. As a team, we were able to accomplish both.

The COVID-19 pandemic reshaped our entire world and everyone has been affected in some way. The Division of Health has been working 7-days a week to conduct contact tracing, case investigation, provide technical assistance to businesses, investigate and case manage outbreaks, provide health education, and conduct public health enforcement when warranted. Finally, and most excitingly, there was good news announced in December of 2020 with the approval of two vaccines to aid in the fight against COVID-19. The Hamilton Division of Health was one of the first locations in the country to start vaccinating with the Moderna vaccine. These early clinics helped vaccinate our community's healthcare professionals.

The Shelter Management Team, consisting of the Director of Health, Health Officer, Shelter Manager, and Assistant Township Attorney, spent 2020 reviewing all of the activities of the Hamilton Township Animal Shelter. Through this process of quality improvement, the core functions of the shelter have been realigned and strengthened to ensure that each animal that comes into the Township's care are afforded the "Five-freedoms." In this report, you'll find a full outline of the improvements the Shelter Management Team oversaw.

As we look forward to 2021, all of us at the Division of Health hope for the return to a sense of normalcy. The only way this will be achievable is if each one of us continues to do our part: avoid crowds, wear an appropriate mask correctly, stay home when you're sick, wash your hands with soap and warm water often, and get vaccinated! The Divisions three overarching goals for 2021 are:

1. By the end of 2021, every eligible resident who would like to be vaccinated against COVID-19 will have had the opportunity to be vaccinated.
2. By the end of 2021, in order to increase convenience for our businesses, all health business license payments will be able to be made online.
3. By the end of 2021, decrease by 10% the average length of stay for animals at the shelter.

Thank you again for taking the time to review the division's annual report.

In good health,

**Christopher Hellwig, MPH MCHES**  
Health Officer

## Contact Information

Division of Health	
<u>Administration</u>	609-689-5562
Director	609-890-3686
Health Officer	
Accounts Receivable/Payable	
<u>Public Health Nursing</u>	609-890-3884
Health Education	hamnurse@hamiltonnj.com
Childhood Vaccinations	
Flu / Pneumonia Vaccinations	
STD Clinic	
Infectious Disease Investigations	
<u>Environmental Health</u>	609-890-3828
Inspections and Licensing	
Public Health Nuisances	
<u>Vital Statistics</u>	609-890-3826
Marriage Licenses	vitalstats@hamiltonnj.com
Certified Copies of Marriage, Birth, and Death Certificates	
<u>Animal Shelter</u>	609-890-3555
Animal Control	(ACOs) 609-890-3550
Adoption Inquiries	animal-shelter@hamiltonnj.com
Dog Licensing	
<u>After Hours and Holidays (HTPD)</u>	609-581-4000



### Visit Hamilton Division of Health Online

[www.hamiltonnj.com/health](http://www.hamiltonnj.com/health)

[www.hamiltonnj.com/animalshelter](http://www.hamiltonnj.com/animalshelter)

Like us on Facebook at:

[www.facebook.com/HamiltonTwpNJ](https://www.facebook.com/HamiltonTwpNJ)

[www.facebook.com/HamiltonAnimalShelter](https://www.facebook.com/HamiltonAnimalShelter)

Follow us on Twitter at:

@HamiltonTwpNJ

Like us on Instagram at:

@HamiltonTwpNJ

@HamiltonTownshipAnimalShelter

## Division of Health Structure

The Township of Hamilton Division of Health serves as the local health authority for the township. Under the guidance of Mayor Martin, Hamilton Board of Health, and NJAC 8:52, the Division of Health is responsible for the program areas of public health nursing, environmental health, vital statistics, licensing, administration, animal control, sheltering, and adoptions.

The vision of the Division of Health is to create a culture of health through *preventing* disease, *promoting* wellbeing, and *protecting* all those who live, work, and play in Hamilton.

The Township Council serves simultaneously as the Board of Health under the authority of NJSA 26:3-1, to ensure a reliable and efficient public health system exists in Hamilton. Additionally, the Board of Health is responsible for the oversight of the activities of the Division of Health as they pertain to NJAC 8:52, the public health practice standards of performance for local boards of health in New Jersey.

Organization Chart	
<u>Director</u>	Kathleen Fitzgerald
<u>Health Officer</u>	Chris Hellwig
<u>Administration and Vital Statistics</u> Jessica Purdy - Supervisor Principal Clerk Typist	Sarah Papadem - Registrar Cindy Mains - Senior Clerk Typist
<u>Environmental Health</u> Lisa Surtees - Supervisor Chief REHS	Kelly Thomas - REHS Eric Cuperwich - REHS Randy Donovan - REHS Trainee Angela Feasel - Clerk Typist
<u>Public Health Nursing</u> Giovanna Guarraggi - Supervisor Admin Director of Nursing	Jill Belviso - Asst PHN Supervisor Anita Masiello - Senior PHN Kelly Colton - Head Clinic Nurse Patricia Buczynski - PHN Christine Santoro - PHN (PT)* Veronica Eisenmann - Field Rep, Health Edu* Jill Rudd - Clerk Typist
<u>Animal Shelter</u> Donielle Gioia - Supervisor Management Specialist	Marion Munford - ACO Anthony Agabiti - Asst ACO Jay Schutz - Asst ACO Shaquille Pennerman - Asst ACO John Kohlke - Animal Attendant Sherry Valdora - Animal Attendant Heaven Icara - Animal Attendant (PT) Noelle Goodwin - Animal Attendant (PT) Nicole Muller - Clerk Typist Donna Peroni - Senior Clerk Typist

\*Grant funded positions

## Demographic and Health Profile of Hamilton

Health starts in our homes, schools, workplaces, neighborhoods, and communities. Most residents have heard the recommendations of a healthier lifestyle: seeking preventative care, not smoking, eating more fruits and vegetables, and getting regular exercise. But, did you know that where you live has an important role in you and your loved ones' health? According to HealthyPeople 2020, which is a set of national health objectives, our health is also determined in part by access to social and economic opportunities; the resources and supports available in our homes, neighborhoods, and communities; the quality of our schooling; the safety of our workplaces; the cleanliness of our water, food, and air; and the nature of our social interactions and relationships. In the tables below, are selected characteristics intended to provide a quick glance at the indicators that play a role in determining the health of Hamilton residents.

**Table 1.** US Census Bureau (2019) Demographic Characteristics for Hamilton Township, NJ

Demographic Characteristic	Measure
Total Population	87,424
Veteran Population	6.2%
Disabled Population	11.1%
<b>Age</b>	
Persons under 18 years	18.9%
Persons over 65 years	18.0%
<b>Race and Ethnicity</b>	
White alone	75.2%
Hispanic or Latinx	15.8%
Black or African American alone	14.9%
White alone, not Hispanic or Latinx	63.7%
Asian, alone	4.4%
Two or more races	2.1%
<b>Education</b>	
High school graduate or higher, persons 25+ years	91.0%
Bachelor's degree or higher, persons 25+ years	30.6%
<b>Income</b>	
Median household income	\$78,177
Persons in poverty	7.9%

**Table 2.** BRFSS 2017 Age-Adjusted Comparison of Health Indicators for Hamilton Township (n=81) and Mercer County (n=540), NJ

Health Indicator	Hamilton Twp.	Mercer County
Fair or Poor Health Status Reported	24.3%	16.9%
Adults with at least one chronic condition	12.3%	14.0%
Diabetes	5.3%	9.3%
Pre-Diabetes	7.0%	11.6%
Angina or Coronary Heart Disease	5.6%	3.5%
Cancer, other than skin cancer	7.4%	5.5%
Frequent mental distress	3.8%	16.8%
Obese, individuals 20+	27.8%	28.0%

**Table 3.** Comparison of Mortality Data (deaths due to any cause) between Hamilton Township and Mercer County, NJ, 2019

Mortality Statistic	Hamilton Twp.	Mercer County
Avg. age at death, 2000-2019, years	76.9	74.5
Age-Adjusted Rate, Deaths per 100,000 population	718.6	646.3

## References

New Jersey Behavioral Risk Factor Survey (NJBRFS). New Jersey Department of Health, Center for Health Statistics, New Jersey State Health Assessment Data (NJSHAD) [online]. Accessed at <http://nj.gov/health/shad> on Feb., 5, 2021 at 9:00am.

New Jersey Death Certificate Database, Office of Vital Statistics and Registry, New Jersey Department of Health. Statistics, New Jersey State Health Assessment Data (NJSHAD) [online]. Accessed at <http://nj.gov/health/shad> on Feb., 5, 2021 at 9:00am.

New Jersey Death Certificate Database, Office of Vital Statistics and Registry, New Jersey Department of Health. Statistics, New Jersey State Health Assessment Data (NJSHAD) [online]. Accessed at <http://nj.gov/health/shad> on Feb., 5, 2021 at 9:00am.

Population Estimates: US Census Bureau, American Community Survey 1-Year Estimates. Statistics, New Jersey State Health Assessment Data (NJSHAD) [online]. Accessed at <http://nj.gov/health/shad> on Feb., 5, 2021 at 9:00am.

US Census Bureau (2019). Hamilton Township, Mercer County, New Jersey. Accessed at <https://data.census.gov/cedsci/profile?g=0600000US3402129310> on Feb., 5, 2021 at 9:00am.

HealthyPeople.gov (2020). Social Determinants of Health. Accessed at <https://www.healthypeople.gov/2020/topics-objectives/topic/social-determinants-of-health> on March 5, 2021 at 1:00pm.

## Greater Mercer Public Health Partnership

The Greater Mercer Public Health Partnership (GMPHP) is a collaboration of local hospitals, health departments, human and social services agencies, and other not-for-profit organizations which jointly work to measurably improve the health of residents of the Greater Mercer County community. The development of the most current Community Health Improvement Plan (CHIP) began in September of 2018, following completion of the Community Health Assessment (CHA) that identified significant health needs for Mercer County. The process included a combination of data collection and analysis of primary and secondary source data. This process resulted in the Community Advisory Board (CAB) and Executive Board identifying Mercer County's priority health areas to be addressed in a plan for collaboratively improving the community's health.

The issues included:

- Underserved Populations/Health Equity
- Mental Health and Substance Abuse
- Food Security/Obesity
- Chronic Disease
- Safe Transportation/Safe Recreational Spaces
- Maternal and Child Health

Starting in 2021, GMPHP is working on the next version of the CHIP. Keep an eye out for opportunities to share your thoughts and health priorities!

## What does Public Health do?

The Hamilton Township Division of Health (HTHD) works tirelessly to protect and improve the health and well-being of our community, as well as the environmental resources upon which we all depend. Since 1900, the average lifespan of U.S. residents has increased by more than 30 years, with 25 years of this gain attributable to advances in public health, such as:

Vaccination	Safer and healthier foods
Motor-vehicle safety	Healthier mothers and babies
Safer workplaces	Family planning
Control of infectious diseases	Fluoridation of drinking water
Decline in deaths from coronary heart disease and stroke	Recognition of tobacco use as a health hazard

Today, HTHD, along with our sister agencies across New Jersey and the country continue to promote health and wellness. The Division of Health...

- **Protects you from health threats.** HTHD works to prevent disease outbreaks and makes sure the water you drink, the food you eat, and the air you breathe are all safe. We are also ready to respond to any health emergency – be it bioterrorism, Ebola, food-borne diseases, rabies, or COVID-19.
- **Educates you and your neighbors about health issues.** HTHD provides you with information that helps you to make more healthful decisions, like exercising more, eating right, quitting smoking, and washing your hands to protect yourself from communicable diseases. During a public health emergency, we also provide important alerts and warnings to protect your health.
- **Provides healthy solutions.** HTHD offers the preventive care you need to avoid disease and maintain your health. The Division took the lead in Mercer County and launched COVID-19 vaccination for eligible residents in December 2020. We continue to provide the annual flu vaccine to all township residents and the pneumonia vaccine to residents aged 65+ older. We also provide eligible children with the immunizations required for them to attend school. Additionally, the Division provides confidential STD testing, screening, and treatment to residents.
- **Advances community health.** HTHD takes part in developing new policies and standards that address existing and emerging challenges to our township's health while enforcing a range of laws to help keep our residents safe. We work through research and staff training to maintain expertise and deliver up-to-date, cutting-edge health programs.



## Administration

The Office of the Health Officer within the Division of Health plans and executes the decisions needed to ensure continued compliance with all applicable rules, laws, and guidelines set by township, state, and federal agencies. Additionally, the Health Officer is in charge of:

Financial Management	Strategic Planning
Public Information	Workforce Development
Record Keeping	Inter-Governmental Affairs
Personnel Management	Public Health Enforcement

Division of Health Staffing	
Number of Employees	28
Number of Contract Staff	3
Number of Volunteers	23
Number of Contract Organizations	2

Residents seeking information on the division’s services and functions may request specific documents through the Open Public Records Act (OPRA). Request online at: [townshipofhamiltonnj.nextrequest.com](http://townshipofhamiltonnj.nextrequest.com)

Under the direction of the Health Officer, the Division of Health works diligently to obtain new grants to off-set costs or to expand new or existing services.

During 2020, the division was successfully awarded numerous grants in addition to being a sub-awardee of grants received by other township departments.



2020 Grants	
NJACCCHO - Capacity Building Grant	\$5,763.15
NJACCCHO - LHD COVID-19 Grant	\$40,906
NJDOH - Strengthening Public Health	\$142,236
NJDOH - Childhood Lead Grant	\$53,000
<b>TOTAL</b>	<b>\$241,905.15</b>

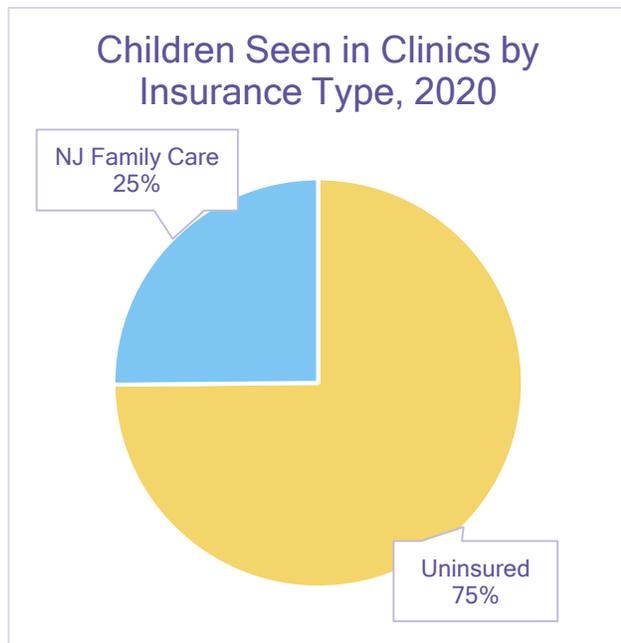
## Public Health Nursing

The Division of Health employs Public Health Nurses to provide health promotion services to our residents in Hamilton Township as well as the residents of the municipalities the division has shared services agreements with. The nurses and staff in the Public Health Nursing Section work closely with all the sections of the division in order to support the following services:

Flu and Pneumonia Vaccinations	Health Education
Childhood Immunizations	STD Screening and Treatment
Childhood Blood Lead Screenings	Communicable Disease Investigations
School Immunization Audits	Public Health Clinics

## Childhood health

	2019	2020
Well child Home Visits	7	2
Individual Children Seen in Clinics	645	403
Childhood Immunizations Administered	1,450	978
Blood Lead Level (BLL) Screenings	33	8
Reported Children with Elevated BLLs	13	7
Women, Infants, and Children (WIC) Enrollment	301	208
Children Tested for Anemia (Iron Deficiency)	33	7
School Immunization Records Audited	3,077	3,612



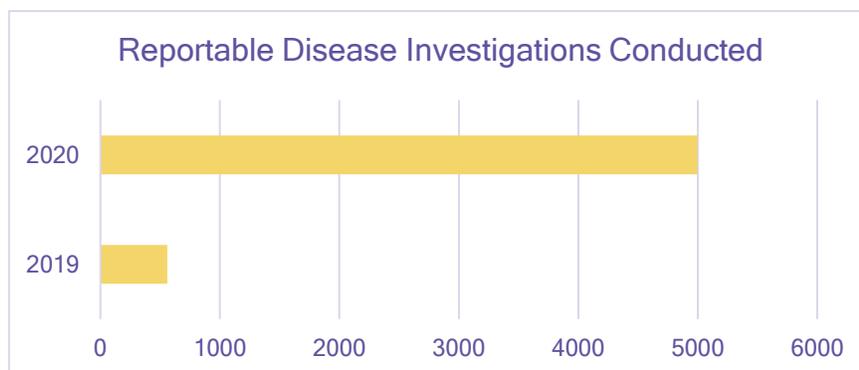
**DID YOU KNOW?**  
**Children aged 6-59 months must receive a seasonal flu shot by 12/31 in order to stay enrolled in preschool or childcare**

CALL THE HAMILTON DIVISION OF HEALTH TO MAKE AN APPOINTMENT FOR YOUR CHILD'S ANNUAL FLU SHOT TODAY!

## Communicable Diseases

The Public Health Nursing Section is responsible for the investigation of all communicable diseases that occur within Hamilton Township. The nurses provide case management with medical providers and residents to ensure that all of the required information is collected to prevent the further spread of disease, proper treatment is given, and the diagnosis is correct. The nurses also work closely with congregate settings, schools, and high density housing located within the township on any outbreaks which may occur. In 2020, the Public Health Nursing Section investigated 4,998 cases which are broken down as follows:

DISEASE NAME	COUNT	PERCENTAGE
NOVEL CORONAVIRUS - 2019 NCOV	4,550	91.04%
INFLUENZA, HUMAN ISOLATES	262	5.24%
HEPATITIS C	54	1.08%
LYME DISEASE	39	0.78%
CHLAMYDIA TRACHOMATIS	15	0.30%
LEGIONELLOSIS	11	0.22%
SALMONELLOSIS	10	0.20%
CAMPYLOBACTERIOSIS	8	0.16%
HEPATITIS B	8	0.16%
PERTUSSIS	7	0.14%
GIARDIASIS	5	0.10%
GONORRHEA	5	0.10%
STREPTOCOCCUS PYOGENES (GAS)	4	0.08%
SHIGA TOXIN-PRODUCING E.COLI (STEC)	3	0.06%
STREPTOCOCCUS PNEUMONIAE	3	0.06%
BABESIOSIS	2	0.04%
SHIGELLOSIS	2	0.04%
YERSINIOSIS	2	0.04%
CYCLOSPORIASIS	1	0.02%
EHRlichiosis/ANAPLASMOSIS - ANAPLASMA PHAGOCYTOPHILUM (PREVIOUSLY HGE)	1	0.02%
MALARIA	1	0.02%
MUMPS	1	0.02%
SPOTTED FEVER GROUP RICKETTSIOSIS	1	0.02%
STREPTOCOCCUS AGALACTIAE (GBS)	1	0.02%
SYPHILIS	1	0.02%
VARICELLA	1	0.02%



The investigations associated with COVID-19 solely contributed to the almost 800% increase in year over year case investigations.

### Seasonal Influenza and Pneumonia Vaccinations

Each year, the Public Health Nurses offer Hamilton residents their annual seasonal flu vaccine at no out-of-pocket costs. The flu clinics are held each fall throughout the township. Additionally, the nurses will make home visits to residents who may be homebound. Residents who are eligible for the pneumonia vaccine are also able to receive it at no out-of-pocket cost from the Division of Health.

	2019	2020
Number of flu clinics held	26	15
Total number of flu vaccines administered	2,638	1,624
Number of High-Dose flu vaccine administered	300	401
Total number of pneumonia vaccines administered	181	39
Total number of home visits made for vaccination	52	85

### Directly Observed Therapy (DOT) Program

Hamilton residents diagnosed with Tuberculosis (TB) are required to complete antibiotic treatment under the observation of a Public Health Nurse in order to prevent the spread of TB in the community. Treatment schedules can range from a few months to over a year depending on the strain of TB, and the resident's compliance. The Public Health Nurse visits the residents home daily to ensure the medication is taken.

	2019	2020
Number of residents placed under DOT	3	1
Number of home visits conducted	214	10

### Internships and Clinical Education

The Division of Health strongly supports the training of future public health and nursing professionals. The division provides real world community experience for students interested in public health and nursing. Students assist within the clinics, inspections, and outreach under the guidance of a mentor.

	2019	2020
Number of College/University affiliation agreements	3	4
Total number of interns/student nurses	20	11



Public Health Nursing staff with TCNJ Public Health Intern, Jeury Dipre, celebrating the end of his internship.

## COVID-19

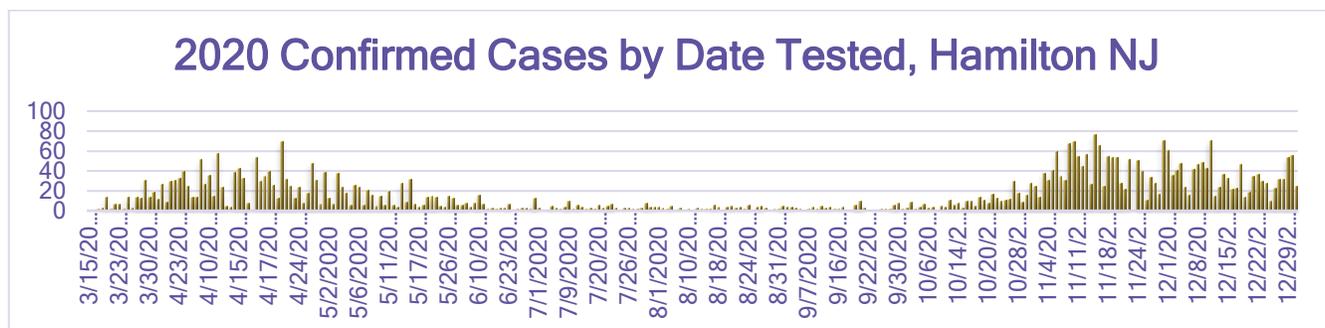
The Public Health Nursing section was and continues to be the leaders in the Division’s response to the COVID-19 pandemic. The township had its first resident test positive in March of 2020 and by December of 2020 4,550 residents had contracted the virus. Unfortunately, 202 of those residents succumbed to the disease. The division continues to devote many of its resources to combating COVID-19 and works closely with our partners at the local, county, and state levels to advocate for and share the most up-to-date information on the pandemic with residents. Throughout the height of the pandemic, the division’s staff was working 7 days a week, mornings, nights, and holidays to ensure the work that needed to be done was completed. That work includes:

Contact tracing	Case investigation
Long Term Care (LTC) outbreak coordination	School guidance
Technical assistance to businesses	Health education
Vaccination	Public health enforcement



### Contact Tracing and Case Investigation

Contact tracing is an important tool public health uses to control and contain COVID-19. The division’s staff made contact with residents testing positive for COVID-19 and their close contacts so education could be provided and issue quarantine directives.



### Long Term Care Facilities

As has been the case throughout the state, the LTC facilities within Hamilton have been heavily impacted and have worked hard to control the outbreaks within their facilities. The Division is in daily, in reality multiple times per day, communication with those facilities. The Public Health Nurses work closely with each facility's infection control team to ensure compliance with all communicable disease and outbreak reporting requirements as well as to provide technical assistance on NJDOH, CDC, and CMS guidelines. It's important to remember that the division does not inspect or license LTCs, which is the responsibility of NJDOH.

	2020
Number of LTCs located within the Township	8
Number of LTC COVID-19 outbreaks reported	23
Number of LTC residents testing positive for COVID-19	534
Number of LTC residents succumbing to COVID-19	149
Number of LTC staff testing positive for COVID-19	367
Number of LTC staff succumbing to COVID-19	2

### School Guidance

The division also worked closely with the Hamilton Township School District (HTSD) and the other schools located within the Township on their reopening plans and procedures. Additionally, throughout 2020 the Division's staff worked closely with school nurses to provide technical assistance and guidance on school closures, contact tracing, and case investigation. The Division collaborated with the School District to build capacity and train the school nurses on COVID-19 case investigation in order to allow the school nurses to investigate cases within their school communities. Additionally, the school nurses worked closely with the division's Public Health Nurses to provide refresher training on vaccination techniques.

	2020
HTSD nurses trained in COVID-19 case investigation	15

### Technical Assistance

The Division of Health prides itself in being a trusted resource to the community and that includes residents and businesses. The division provided health education, conducted case investigation, identification of close contacts, assisted with personal protective equipment and cleaning questions, and gave courtesy reviews of business' COVID-19 plans and procedures.

Together with the Division of Senior Services, the Division of Health also assisted with providing disposable masks to our residents residing within our older adult communities and the township's community centers.

	2020
Older adult communities provided with disposable masks	14
Approximate number of masks distributed	4,000

### COVID-19 Vaccination

In December of 2020, the FDA authorized two vaccines under an Emergency Use Authorization (EUA) to assist with combating the COVID-19 pandemic. The Division of Health worked collaboratively with the Mercer County Health Officers' Association (MCHOA) to roll out the vaccine in Mercer County. Hamilton Division of Health hosted the first clinic on December 28, 2020 at the Nottingham Firehouse. Each municipality in Mercer County supported the initial vaccination roll out and demonstrated local capacity for vaccine distribution. Hamilton Division of Health, along with the Mercer County local health departments, was among the first sites nation-wide to provide Moderna vaccine and still one of the few non-county based health departments in New Jersey to provide COVID-19 vaccinations. The first clinics focused on vaccinating the healthcare workforce.



Mayors and public health staff representing the municipalities assisting the Mercer County Health Officers' Association launching the first COVID-19 vaccination clinic on December 28, 2020 at the Nottingham Firehouse.

	2020
Number of COVID-19 vaccination clinics held	2
Total number of individuals vaccinated	424

Director of Nursing, Giovanna Guarraggi, giving the first shot to Nottingham First Aid Squad Chief, Robert McQueen. (Screenshot from 6ABC)



## Adult Health Services

Throughout the year, the Division of Health operates clinics that provide for certain community health services for the Township's residents. These services include the Sexually Transmitted Disease (STD) Clinic, Nursing Evaluation Clinic, and Community Home Evaluations. The Division's health services are overseen by the Advanced Practice Nurse (APN) who works with the Public Health Medical Director to ensure that standing orders are in place for all procedures being performed by the nursing staff and that best practices are being followed.

### STD Clinic

Hamilton Township provides free and confidential STD Clinical services for the residents of the following municipalities through shared-service agreements:

Ewing Township	East Windsor Township
Hightstown Borough	Hopewell Township
Lawrence Township	Princeton Township
Robbinsville Township	West Windsor Township

	2019	2020
Total clients seen in clinics	292	88
Hepatitis B screenings performed	24	4
Hepatitis C screenings performed	54	16
Oral screenings for Chlamydia and Gonorrhea	193	55
Urine screenings for Chlamydia and Gonorrhea	231	63
Syphilis screenings performed	190	55
Vaccines administered during clinic	36	26

Note: Due to COVID-19, the STD clinic is now by appointment only and had been closed Apr-Aug and Dec.

### Nursing Evaluation Clinic

This clinic is offered monthly, by appointment, at both of the Senior Centers in Hamilton Township (Hamilton Township Senior Center and the John O. Wilson Neighborhood Center). Blood pressure, blood sugar and cholesterol tests are performed and referrals made when indicated.

	2019	2020
Health assessments performed	102	14

### Community Home Evaluations

The Division will make home visits based off referrals to assess and follow up on public health concerns/situations by other agencies as well as individuals. They range in ages of infant through adulthood as well as elderly/senior citizen referrals. Services include vaccinations, neglect issues, and public health concerns.

	2019	2020
Home visits conducted	52	85

## Environmental Health Services

The Division of Health's Environmental Health Services section is responsible for the enforcement of State Sanitary Codes; the protection of food and potable water supplies; environmental health activities and public health nuisances. In addition to inspections, this section also is responsible for licensing all retail food establishments, recreational bathing facilities, vending machines, camps, and body art establishments. This section performs the following services for the township:

Body Art Program	Public Health Nuisance Program
Childhood Lead Program	Youth Camp Program
Retail Food Program	Wastewater Control Program
Public Recreational Bathing Program	Animal Facilities Program

### Wastewater Control Program

In order to prevent the pollution of the Township's water supply, the Division ensures compliance with local and state rules for the installation of residential septic systems. Staff review all plans for new construction, alterations, and repairs for septic systems within the township. Additionally, the staff review septic systems before real estate transactions.

	2019	2020
Number of properties with septic systems	360	360
Permits issued for construction or alteration	14	14
Properties reviewed for real estate transactions	<i>Not available*</i>	14

### Private Well Testing Act

Environmental Health staff review private well water analysis results for compliance with NJAC 7:9 during real estate transactions.

	2019	2020
Number of wells reviewed for real estate transactions	<i>Not available*</i>	16

### Body Art

Environmental Health Services inspects tattoo, piercing, and permanent cosmetic facilities operating within the Township to ensure proper sanitation and safety standards are being followed. Starting in 2021, these facilities will be licensed by the Division of Health.

	2019	2020
Number of Body Art establishments operating	3	1

\*Data/records not kept during time frame

## Retail Food Establishments

The Division of Health inspects and regulates restaurants, grocery stores, and other retail food facilities to ensure compliance with safety and sanitation rules. The Environmental Health staff work closely with the Public Health Nurses to investigate and control disease outbreaks linked to retail food facilities. The division also licenses these facilities. Due to the ongoing COVID-19 related restaurant restrictions, some retail food establishments closed prior to receiving their annual inspection in 2020.

Licenses	2019	2020
Number of Retail Food Establishment licenses issued	540	527
Number of Full Year-Temporary/Mobile licenses issued	32	25
Number of Vending Machine licenses issued	204	105
Number of Temporary Single-Event licenses issued	117	19

Inspections and Investigations	2019	2020
Number of routine inspections completed	505	446
Number of re-inspections completed	83	94
Number of pre-operational inspections completed	22	31
Number of retail food plan reviews completed	14	22
Number of complaint driven investigations completed	63	206
Number of Notices of Violations issued	143	282



In 2020, the Division of Health worked with NJDOH to investigate cases of Legionellosis (Legionnaires' disease) within the community. Part of that investigation was the visual inspection and sampling of cooling towers located within the Township.

*Legionella* is a type of bacteria found naturally in freshwater environments, like lakes and streams. It can become a health concern when it grows and spreads in human-made building water systems.

For more information, visit:  
[www.cdc.gov/legionella](http://www.cdc.gov/legionella)

### Youth Camps

In order to safeguard the health and wellbeing of the youth who attend camps within the Township, the Division of Health conducts inspections of these facilities. NJDOH is the licensing agency for youth camps.

	2019	2020
Number of inspections completed	11	7

### Public Recreational Bathing

Environmental Health Services conducts safety and sanitation inspections of public recreational bathing facilities to reduce the spread of communicable diseases and protect consumers who use these facilities from avoidable harm and danger.

	2019	2020
Number of licenses issued	34	9
Number of inspections completed	108	34

### Childhood Lead – Environmental Interventions

While the City of Trenton provides Public Health Nursing case management for children residing in Hamilton with elevated blood lead levels, the Division of Health's Environmental Health Services section conducts the environmental interventions within the homes of children identified with high levels of lead.

	2019	2020
New cases of children with EBLLs	12	7
Number of homes completing lead abatement	1	3

### Animal Facilities

Starting in 2020, the responsibility of inspecting the Township's animal facilities was transferred from the Township's Animal Control Officers to the Environmental Services Staff. The Division of Health inspects kennels, pet shops, shelters, and pounds to ensure that these facilities are operating in compliance with sanitation, safety, and animal welfare rules.

	2019	2020
Number of licenses issued	5	5
Number of routine inspections completed	5	5

### Massage/Somatic Establishments

The Division of Health enforces safety and sanitation standards for these facilities in order to protect the health and safety of consumers who patronize massage and somatic facilities. Licenses are issued by the Township's Clerk's Office.

	2019	2020
Number of inspections completed	9	8

### Public Health Nuisances

The Environmental Health Services staff conducts investigations into quality of life complaints that pose a nuisance to Township residents. In 2020, the responsibility investigating property maintenance (high grass and weeds, junk, rubbish, debris, etc.) related complaints was transferred to the Department of Community and Economic Development which explains the large reductions in NOV's being issued by Environmental Health Services\*.

	2019	2020
Number of Notices of Violations issued	724	13*

### COVID-19 Compliance

The Environmental Health Services staff, in addition to assisting with COVID-19 case investigation and contact tracing, provided technical assistance and compliance reviews for the Township's business community in order to help reduce the spread of the virus. The staff conducted these activities above and beyond the routine inspections performed throughout the year.

	2020
COVID-19 compliance checks for indoor/outdoor dining	90
Inspections completed on RFEs after COVID-19 related closure	7
COVID-10 Pool Operation Prevention Plan reviews completed	36
Youth camp compliance plan review	1
Sports program compliance plan reviews	1
Number of RFEs temporarily closed or out of business from COVID-19	36



## Vital Statistics

The Vital Statistics section of the Division of Health is charged with the responsibility of maintaining records in regards to marriages, births, and deaths that take place within the Township. The Registrars process applications for marriages and civil union licenses; issue birth, marriage, civil union, domestic partnership, and death certificates; and issue disinterment and burial permits. Additionally, the Registrar can assist with certain corrections to these records.

	2019	2020
Home birth or birth en-route	7	2
Birth certificates issued	613	296
Death certificates issued	2,128	2,832
Marriage certificates issued	1,606	974
Marriage licenses issued	565	451
Domestic Partnership certificates issued	0	0
Domestic Partnership registrations issued	0	0
Civil Union certificates issued	0	0
Civil Union registrations issued	0	0
Disinterment permits issued	5	1
Burial permits issued	3	0
Corrections requested	56	11



The Division of Health Staff at the Health Building

## Animal Shelter and Adoption Center

The Hamilton Township Animal Shelter and Adoption Center (HTAS) serves as the Township's rabies control facility which ensures the health, safety, and welfare of the animals and citizens of our community. The Shelter's goal is to place animals into humane environments through adoption, and to educate the community on responsible pet ownership. HTAS works tirelessly so that the animals in its care are afforded the "Five Freedoms."

Freedom from discomfort	Freedom from hunger and thirst
Freedom from pain, injury, and disease	Freedom to express normal behavior
Freedom from fear and distress	

### Quick Stats

	2019			2020		
Animal Intake	Dogs	Cats	Other	Dogs	Cats	Other
Surrendered by owner	27	20	0	31	24	11
Stray/Impounded	201	197	2	178	102	15
Animals received from other organizations	1	0	0	5	13	0
Other (cruelty investigation, animal bite, etc.)	6	2	1	2	1	0
<b>TOTAL</b>	<b>235</b>	<b>219</b>	<b>3</b>	<b>216</b>	<b>140</b>	<b>26</b>

	2019			2020		
Animal Outflow	Dogs	Cats	Other	Dogs	Cats	Other
Reclaimed by owner	129	6	0	131	5	4
Adopted	74	136	1	75	103	16
Euthanized	1	22	0	3	7	0
Animals transferred to other organizations	11	31	2	16	25	1
Other (escaped, died at shelter, etc.)	0	7	0	0	6	1
<b>TOTAL</b>	<b>215</b>	<b>202</b>	<b>3</b>	<b>225</b>	<b>146</b>	<b>22</b>

### Animal Control Services

The Division of Health's Animal Control Officers (ACOs) are charged with enforcing the Township's animal control laws and responding to animal emergencies. The ACOs respond to animals at large, transporting sick and injured animals, investigating animal bites, assist with rabies clinics, and provide public education. Additionally, the ACOs work closely with the Hamilton Police Department's Humane Law Enforcement Officers (HLEOs) on animal welfare and cruelty investigations.

	2020
Number of field calls	2,614
Number of animal bite investigations	133
Number of summonses issued	50
Number of wildlife transported to rehabilitation centers	124

	2019	2020
Number of dog licenses issued	4,065	3,554
Number of free rabies vaccinations administered	853	928



Animal Shelter Staff at the Shelter  
 Check out the latest adoptable animals at:  
[www.hamiltonnj.com/animalshelter](http://www.hamiltonnj.com/animalshelter)

**DID YOU KNOW?** In 2020 HTAS had a **73.6% return rate of stray dogs** to their owners. All dogs entering the shelter as strays are photographed and posted on the shelter’s Facebook page and shared by shelter staff to local Lost and Found Pages (Hamilton Area and Mercer County). This is a 9.4% increase from 2019 when 129 of 201 dogs were reclaimed. This is significantly higher than the 2019 state average for stray dogs redeemed, which is only 27.6%

Source:  
[www.nj.gov/health/vph/shelter\\_survey\\_by\\_county\\_detailed\\_2019.pdf](http://www.nj.gov/health/vph/shelter_survey_by_county_detailed_2019.pdf)

Unfortunately, cats have a dramatically lower reclaim rate, approximately 5%, which is consistent with county and state averages.

*Volunteers*

The volunteer program at HTAS has been revised, including the agreement/waiver packet that all volunteers must complete prior to beginning their volunteer service. On October 29, 2020 the shelter hosted its first volunteer orientation and has been hosting new orientations monthly since.

	<b>2020</b>
Number of volunteers	23

*Foster Program*

The shelter initiated a foster program to assist with space and the well-being of the animals in the care of Hamilton Township. Some animals are very stressed in the shelter environment and/or need more individual care.

	<b>2020</b>
Number of animals fostered	25

*Transfer Program*

HTAS initiated a rescue/transfer program to assist in maximizing lifesaving efforts and placement of adoptable animals. Approved rescue organizations with different or more resources often assist with medically or behaviorally challenging animals.

	<b>2020</b>
Number of animals transfer to other organizations	42

## Non-Live Outcomes

Unfortunately, not all animals that come to the shelter are placed into their “forever” homes. Some animals are terminally ill, others die during treatment, and others present a public safety or public health risk. The Division of Health takes the decision of euthanasia extremely seriously and with humility, and as such the Shelter Management Team makes those decisions jointly. HTAS is proud to be a no-kill shelter.

Euthanasia	2020		
	Dogs	Cats	Total
Aggression to people	2	0	2
Cancer	1	0	1
Major organ failure	0	1	1
Medical – severe	0	5	5
Medical – emergency	0	1	1
<b>TOTAL</b>	<b>3</b>	<b>7</b>	<b>10</b>

Died in care	2020		
	Birds	Cats	Total
General	0	0	0
Panleukopenia	0	2	2
Post-surgical	0	1	1
Trauma	0	0	0
Unknown	1	3	4
<b>TOTAL</b>	<b>1</b>	<b>6</b>	<b>7</b>

Note: no dogs died in care in 2020

## 2020 Annual Live Release Rate: 97.4%

The Annual Live Release Rate is calculated by dividing total live outcomes (adoptions, outgoing transfers, and return to owner/guardian) by total outcomes (total live outcomes plus euthanasia not including or died/lost in shelter/care). The generally accepted live-release rate to be considered a no-kill shelter is 90%, which HTAS is proud to exceed.



The Division of Health wants to give a huge shout out and thanks to Dr. Marion Boden for her service! Dr. Boden was the Vet of Record for 2019 and 2020.

## Animal Welfare Transition Committee Report

In February 2020, the members of Mayor Martin’s Animal Welfare Transition Committee issued a report outlining recommendations for the shelter to assist with better management, animal care, and documentation. The Hamilton Township Shelter Management Team, consisting of the Director of Health, Health Officer, Assistant Township Attorney, and Shelter Manager, took swift actions and implemented the recommendations and more throughout 2020. The Shelter of today is not the shelter of the past, and the Shelter Management Team is proud to welcome all of Hamilton’s residents to come see the changes for themselves.

Recommendation	HTAS Action Taken
Hire a qualified shelter manager	The Township hired Donielle Gioia, a seasoned animal advocate with many years of experience working in animal shelters.
Secure a permanent veterinarian of record	As required by law, HTAS contracts with a veterinarian to provide these services. The contract goes out to bid annually.
Become a “progressive shelter”	HTAS has reviewed, updated, and re-initiated its volunteer program, foster program, rescue and transfer program, behavioral program, and social media presence.
Improvements to outside runs and kennels areas	The Shelter Management Team oversaw improvements to outside dog runs and grounds to ensure safety for the animals as well as for staff, residents, and volunteers. The original shelter kennels were refurbished, a new dog walk area was opened, and the fencing in the dog runs was fixed, just to point out a few of the physical improvements made during 2020.
Establish a presence on Petfinder and social media	HTAS lists its adoptable animals on Petfinder, Petango, and on social media.
Expand shelter hours	Due to COVID-19 shelter hours remain the same, Monday thru Saturday from 10:30am to 3:30pm. Once the pandemic subsides, the shelter will introduce evening hours on Thursdays.
Increased education and enforcement of laws	COVID-19 has limited the number of in-person educational opportunities shelter staff are able to engage in but HTAS has updated its website to include helpful information for pet owners and residents. In addition, shelter staff answer residents’ questions over the phone and via email. The ACOs work closely with the HLEOs to enforce laws.
Adopt a Trap-Neuter-Vaccinate-Return ordinance and evaluate other animal related ordinances	The Township adopted a TNVR ordinance. Additionally, the Shelter Management Team has reviewed all of the animal related ordinances and updated as needed.
Improve ACO records and on-call hours	As required by law, the township provides for 24/7 ACO coverage. An ACO is on-duty Monday through Saturday at the shelter. After-hours and holidays ACOs are available for emergency response by calling the Hamilton Police Department. Animal Control related complaints are placed into the Township’s QAlert system.
Review shelter and licensing fees	Fees and licenses were reviewed and updated.
Review shelter budget, spending, and funding	The Shelter Management Team has conducted reviews of the Dog Trust account and realigned what is charged to the trust. The Shelter Manager has also partnered with new vendors to bring cost savings to the shelter.

Recommendation (continued)	HTAS Action Taken (continued)
Create written policies	The Shelter Management Team believes in Continuous Quality Improvement and has developed new polices and revised existing ones.
Required animals to be spay/neutered before adoption	All animals at the shelter are spayed or neutered prior to being placed in their adoptive home.
Improve the owner surrender process	Owner surrenders should always be a last resort, and HTAS works with the owners to identify other avenues for their pets. HTAS will assist owners to the best of its ability. HTAS will also gather as much information on the animal as possible so a new and appropriate living situation can be attempted.
Develop a “Safe-Keep” policy	HTAS now has policies in place to help govern residents’ unforeseen circumstances which may require their animal to be held at the shelter for a limited and temporary time frame without the worry that their animal will be adopted.
Increased shelter programing	Although COVID-19 has limited the number of events and programs that can be held, HTAS successfully held its “Fall in Love with the Shelter” open house in October 2020. Additionally, HTAS hosts volunteer training sessions and orientation each month.
Streamline and improvement recordkeeping	HTAS is now utilizing new software programs to assist with improving and streamlining recording keeping. For shelter volunteers, the shelter is now using the volunteer management software Volgistics. For overall animal records management, the shelter is using PetPoint.
Partner with rescue organizations	HTAS has improved its partner organization process, which allows reputable animal rescue organizations to work with HTAS to assist in re-homing and/or providing specialized care animals currently at the shelter.
Grant opportunities	Through the Township of Hamilton’s grant writing vendors and the Shelter Management Team, HTAS continues to explore options for additional funds to expands or launch new services.

Thank you for taking the time to read through the Division of Health’s 2020 annual report.

Have a happy, and healthy 2021!!

- Your Health Team



**Public Health**  
Prevent. Promote. Protect.

# DIVISION OF RECREATION

## *Office of Historic Homes*

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## *2020 ANNUAL REPORT*

*Prepared by: Patricia A. Krzywulak, Program Coordinator of Special Events*

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# Hamilton Township

## DIVISION OF RECREATION - OFFICE OF HISTORIC HOMES

### 2020 ANNUAL REPORT

**MISSION:** *The Mission of the Division of Recreation, Office of Historic Homes is to promote greater appreciation and understanding of the history and significance of Hamilton Township to residents and the general public. The Historic Homes are focal points where many visitors can enjoy tours as well as gather for special events.*

*Future goal: To raise awareness of these homes through published materials, media, tours, programming and special events.*

#### KUSER FARM MANSION:

##### **\*\*DUE TO COVID-19; ALL TOURS, MOVIE NIGHTS AND PROGRAMS WERE CANCELLED**

Since 1979, Hamilton Township open the doors of this elegant Victorian home to the public for free tours by trained Tour Guides. Today, visitors can still enjoy guided tours on the weekends; March through October. Kuser Farm Mansion received many visitors from New Jersey and many other states and countries in years past. Visitors from schools, clubs, churches, and other organizations, such as the New York Historical Society, Red Hat Society, and senior groups from NJ and NY were able to benefit from one of Hamilton's well known historic attractions. Only **3** guests have visited Kuser Mansion in **2020 due to COVID-19 restrictions**. Admission to the house is free; however donations are always graciously accepted.

#### KUSER FARM PARK GAZEBO; WEDDING PHOTOS/WEDDING CEREMONIES:

The Gazebo today is still a popular attraction for Brides and their families. In 2014, an ordinance was implemented to utilize the Gazebo for ceremony and/or photos for 1 hour. The current fee is \$50.00 for a Hamilton Resident and \$75.00 for a non-resident. Any interested parties can visit the Township Website at; [www.hamiltonnj.com](http://www.hamiltonnj.com) and complete an electric submission under our "**e-forms: Access Forms Online.**" In addition, the gazebo continues to be used for summer concerts.

#### KUSER MANSION MOVIE NIGHT:

The Mansion continues to host "Movie Night". Movies are viewed on the large cinemascope original screen which is located inside the dining room and was once the room of celebrity guests. Chairs are provided by Kuser Mansion, but visitors are welcomed to bring their own. Mostly, Century Fox films are shown due to the connection with the Kuser Family. The total number of guest who attended Movie Night in 2020 were **0 due to COVID-19 restrictions**.

### KUSER MANSION SPECIAL PROGRAMS:

Tom Glover, a member of the Hamilton Historical Society presents his sing-a-longs at the Kuser Park Gazebo during the summer months. Usually, Kuser Mansion, host; ***“Wedding & Victorian Dress from the Past”*** display. This event continues to be popular for all ages and we have continued to host this event annually for the past 5 years. In 2016, we extended the display from one month to two because of the popularity of this event. This display not only includes wedding dresses, but homemade Victoria dresses as well. In 2020, this event, along with Tom Glover’s sing-a-longs were cancelled due to **COVID-19 restrictions**



***Above are just a few dresses displayed during July & August at the Kuser Mansion from 2019***

### KUSER MANSION TOURS GUIDES:

The tour guides of the Kuser Farm Mansion have been trained in customer service and that is what makes a tour or visit to the mansion excel beyond other historic house tours. Employee’s provide individual attention to guests and frequently tailor their tours to them, thus ensuring that their visit is one that will be remembered for a long time to come. Tour Guides work schedules and payroll is done through the Program Coordinator. Currently, there are six part-time Tour Guides.

### GHOST INVESTIGATION NIGHT:

This annual event has grown largely in popularity over the past few years. A team from ***Princeton Area Paranormal*** demonstrates ghost hunting techniques and equipment and share their experience in ghost hunting. The group conducts a pre-investigation at the mansion, prior to the Ghost Investigation evening. The team also answers any questions the audience might have. Guests are able to take a tour with a member from the ***Princeton Area Paranormal*** during this evening. This event is so popular that we are considering adding an additional night in the future! **Event cancelled due to COVID-19 in 2020.**

## WINTER WONDERLAND & HOLIDAY TOURS:

Yearly, the Kuser Mansion plays an immense part in the Winter Wonderland with their ever so popular Christmas Tours. This year, Winter Wonderland was scheduled to take place on December 4th & 5th. Visitors of all ages normally are able to enjoy the beauty of the Kuser Mansion. The docents dress in period attire to add to the atmosphere of this time period. Large crowds are normally on hand not only during Winter Wonderland, but throughout the month of December. **Due to COVID-19**, the Winter Wonderland and Kuser Mansion Tours were cancelled. Visitors still enjoyed the park and outside of the Mansion decorated with an abundance of lights!! Visitors could walk-through the park for the first two nights, and drive-through for the remainder of the month. The hours were from 5:00-9:00 p.m. Photo Ops display were available for visitors as well. **The theme this year was:**

### ***“Hamilton’s Holiday in the Park”.***



***Santa in the Morning Room - 2019***



***Drawing Room - 2019***

## NEW JERSEY VALLEY MODEL RAILROAD CLUB:

The **Program Coordinator** acts as the liaison between the New Jersey Valley Model Railroad Club and the Township of Hamilton and arranges for them to participate in Township special events. The Club meets on Wednesday evenings from 6-9 p.m. If there is a problem in the basement meeting site, these issues are reported by the Program Coordinator to Public Works via the Q-Alert system. The New Jersey Valley Model Railroad Club also participates in the Winter Wonderland Festivities. **Due to COVID-19, no visitors were permitted.**

## **Enhancements inside the Kuser Mansion continued throughout 2020, including:**

- **Kitchen:** New custom curtains were installed in the kitchen replacing the old existing one.
- **Office Floor/Staircase:** The office floor, back servants staircase and landing were sanded and refinished.
- **Office:** The office was repainted in the two existing colors.
- **Desk/Chair/Printer:** New office furniture was purchase to replace non-functioning and damaged pieces.
- **Attic Fan:** A new attic fan was installed.
- **Designated Outlets:** Portable AC Units were purchased by the Program Coordinator with DPW installing designated outlets for these units.
- **Wreath:** The large Christmas wreath which hangs in the main staircase, was refurbished.
- **Laundry House:** The Laundry House was completely cleaned out and new curtains were installed by the Program Coordinator and Vendor. DPW has put a new light in the tower which is very pleasing to the eye and looks beautiful at night.
- **Videographer:** This year, we had the opportunity to have a videographer film the Kuser Park and inside the Kuser Mansion. Everyone can enjoy this lovely video by going to [www.hamiltonnj.com/KuserMansion](http://www.hamiltonnj.com/KuserMansion)!! This video was also created with the intent that if the third grade students from our 17 elementary schools could not visit in 2021 (Due to COVID-19), their teachers could inform them of this site.

### **GOALS AND OBJECTIVES:**

- **Increase Awareness of Hamilton's History by:**

In 2018, the Kuser Mansion brochure was completed. This brochure is distributed at the Kuser Mansion, Municipal Building and Library. The brochure can also be located on the Hamilton website at: [www.hamiltonnj.com/KuserMansion](http://www.hamiltonnj.com/KuserMansion) (In 2019, advertisements were place in the Hamilton Post and Town Topics. Free advertisement was with the Hamilton Observer, Mercer County Cultural & Heritage Community Newspaper, and the Princeton Packet. Also, free advertisement included; The Trenton Times and Trentonian's in their Community Events section. In 2019, the tri-fold pamphlet was completed and distributed. Due to COVID-19, no advertisements were placed. We anticipate resuming to "normal" in 2021.

### **GOALS AND OBJECTIVES – CONTINUED:**

- ✓ Increase outreach through the internet, press releases and Township Website, Twitter and Facebook Accounts
- ✓ Support our community based programs
- ✓ Increase programs for various age groups

- ✓ Explore opportunities for grants to assist with the preservation of the Mansion and the Farm buildings.

**GOALS AND OBJECTIVES:**

- **Inside Building Maintenance:**

- ✓ Continue with inside refurbishing the Mansion
- ✓ Replace the remaining rugs that are torn
- ✓ Hardwood floors sanded and refinished in Drawing/Dining Room

**GOALS AND OBJECTIVES:**

- **Outside Building Maintenance:**

- ✓ Replace second floor outside railings that were rotting and falling apart. Presently, they were taken down for security issues.
- ✓ Repaint entire exterior of Kuser Mansion including Laundry House
- ✓ Professional services: Window Washing

## **SAYEN HOUSE & GARDENS:**

The Sayen Gardens, home to more than 1,000 azaleas and nearly 500 rhododendrons became the property of Hamilton Township in 1988. Today, it is known as the **“Sayen House & Gardens”**. It is an extremely popular venue for special events, especially weddings. Numerous phone calls and email inquiries come into the office on a daily basis. The house is shown by appointment only.

Currently, there are 3 caterers exclusive to the Sayen House by contract with the Township of Hamilton. The clients must choose from one of the three caterers. Each caterer is required to pay the Township a percentage fee (*Catering Fees*) on each event on a monthly basis.

The Program Coordinator maintains the catering schedule and provides a weekly schedule updating the caterers, Sayen House & Gardens groundskeeper and the Public Works staff. The Program Coordinator keeps in contact with all the catering managers if any issues should arise and handles any problems accordingly.

**The following are statistics from Sayen House & Gardens for House Rentals, Wedding Ceremonies, Photos and catering fees from January – December 2020:**

<b>Month</b>	<b>Total</b>
January	\$13,319.46
February	\$5,083.23
March	\$3,637.50
April	\$128.34
May	\$1,550.00
June	\$3,300.00
July	\$4,670.00
August	\$4,075.00
September	\$5,800.00
October	\$1,350.00
November	\$575.00
December	\$-0-
<b><i>Grand Total</i></b>	<b><i>\$43,488.53</i></b>

**\*\*Due to COVID-19, Sayen House rental fees as well as permit fees were down by more than half. Total rental fee reimbursements for events from March through December were: \$21,937.50\*\***

### **CROSSING GUARDS:**

Crossing Guards are hired during our special events to assist with the flow of traffic in the parking lot and provide assistance as needed. All coordination of guard's schedules and payroll hours are handled by the **Program Coordinator**. Any issues during the weekend events are handled by the **Program Coordinator**.

### **SAYEN HOUSE ITEMS:**

- The Sayen House & Garden website continues to be a popular source for clients planning a special event with many inquiries being received on a daily basis. All inquiries are answered via email or telephone by the **Program Coordinator**. The Township website address for the Sayen House & Gardens is; [www.hamiltonnj.com/SayenGardens](http://www.hamiltonnj.com/SayenGardens).
- The Sayen House & Gardens also has an Instagram Account (**@SayenHouseandGardens**) which has become more popular source to obtain the information potential clients are looking for.
- **In 2020, Sayen Gardens was named as one of the "Top 20 Best Spots" for peace and quiet in N.J.**
- Sayen House & Gardens continues to be featured in the popular wedding magazine, "The Knot" as one of the best places to have a wedding. **In 2020, the Sayen House and Garden continues to be featured on online search for wedding venues on the popular search engine site; "WeddingSpot"**. Sayen House is also currently listed with "WeddingWire". Another site new for the last three year is; "NJWedding.com".
- In 2016, the Sayen House and Gardens **won the "Vintage" Award through "Wedding Spot."** **Every year, they showcase the top venues that many couples choose when they search, price and compare with other venues. As a "Wedding Spot" Awards winner, the Sayen House is featured on their award page!**
- The **Program Coordinator** continues to oversee the care and cleaning of all linens used in Sayen House. This includes these serviced by the Gemtex, Inc. (Gemini Linen Company) and those laundered in house by the Program Coordinator.
- The **Program Coordinator** coordinates the outside cleaning service as well as the Township Public works employees. This includes, scheduling, payroll for the outside services, and any necessary troubleshooting.
- The very popular Annual Azalea Festival brings thousands of visitors to Sayen Gardens. As the house is open to the public that day, the **Program Coordinator** will have the site decorated for a special event, to generate positive publicity and interest. Brochures and catering packages will also be available. **This year, the Azalea Festival was cancelled due to COVID-19.**



*Sayen House*



*Temple Gardens*



*One of the rooms inside Sayen House*



*Buffet Room*

**Enhancements inside/outside the Sayen House continued throughout 2020, including:**

- Radiator covers were replaced
- New curtains were replaced in the “Library” and “Day Room”
- Main fireplace tiles were re-painted
- Purchased a Polycom for conference calls
- New stove and microwave were purchased to replace the existing old ones
- A refrigerator was purchased so that the caterers had ample room for food/drink
- New outside porch bench which states; **“Welcome to Sayen House & Gardens”** was purchased to replace the existing broken one
- Replacement silverware, glasses, racks and table skirts were purchased

## **GOALS AND OBJECTIVES:**

- **Increase Awareness and revenues generated by the Sayen House:**
  - ✓ Placing more information in local and surrounding areas.
  - ✓ Increase outreach through press releases, Township Website; Update Sayen website
  - ✓ Increase outreach through the Township's Facebook and Twitters accounts
  - ✓ In 2018, Program Coordinator created an Instagram Account. Statistics show that most potential clients get their information through this site. Program Coordinator will Maintain/Update site frequently throughout the year
  
- **Outside Building Maintenance:**
  - ✓ Replace existing Trellis on back porch/paint porch and steps (In Capital)
  - ✓ Re-paint the exterior of the Sayen House with the same existing paint color
  - ✓ Replace gutters
  - ✓ Replace roof
  
- **Inside Building Maintenance:**
  - ✓ Replace hardwood floors that can no longer be sanded down
  - ✓ Replace outdated curtains in main dining room/buffet room
  - ✓ Replace front entrance credenza
  - ✓ Remodel 108 year old Kitchen
  - ✓ Have Buffet Shields built

## **COMMUNITY PARTNERSHIP:**

In 2018, the Sayen House & Gardens Program Coordinator and the *Flower Me Happy Project* created a community partnership; A Community Project to spread Floral Happiness & Joy to others! Flyers are handed out to clients who rent the Sayen House and who would like to donate their flowers/vases after their event is completed. Those wishing to donate their flowers, can contact the Sayen House & Gardens Program Coordinator or *Flower Me Happy Project* directly. They will be delighted to collect the florals from weddings/special events. Once collected, the flowers will then be re-purpose into smaller bouquets, which will intern be delivered to residents in care facility, first responder, etc. If you have a love of floral design, new volunteers are always welcomed! For more information, please contact the Sayen House & Gardens Program Coordinator.

## **GRAFTON HOUSE:**

The Grafton House was once the home to the first Sheriff of Mercer County, NJ. The Grafton House can accommodate a variety of functions and special gatherings. This historic jewel quietly sits behind the Hamilton Marketplace in south-east Hamilton, NJ. Commencing, June 6, 2012, the Township of Hamilton and two caterers entered into an agreement to provide catering services at the Grafton House. Currently, we have three caterers to choose from. They are; D & D Catering, New Jersey Weddings and Events, and Maimone Catering. This home is shown to clients by the Program Coordinator by appointment only. Increase interest and inquiries continue for the Grafton House. **Due to COVID-19, there were on 12 events total for 2020. A total of \$2,100.00 was reimbursed to potential clients due to COVID-19.**

We believe in providing quality service to our clients. Therefore, to help us continually improve our venue and catering services, a "Post-Event Client Evaluation Form" was created by the Program Coordinator.

A new Grafton House brochure was also created by the Program Coordinator. This brochure tends to be a useful resource for information pertaining to the Grafton House. It includes caterers contact information, rental fees as well as many FAQ's. This brochure can be downloaded by visiting the Township website at: [www.hamiltonnj.com/GraftonHouse](http://www.hamiltonnj.com/GraftonHouse).



*Grafton House*



*Grafton House Event*



*Outdoor wedding ceremony on the grounds of Grafton House*



*Christmas Time at the Grafton House*

**GOALS AND OBJECTIVES:**

- **Increase Awareness of the Grafton House:**
  - ✓ Placing more information in local and surrounding areas
  - ✓ Increase outreach through press releases, Township Website
  - ✓ Increase outreach through the Township's Facebook and Twitters accounts
  - ✓ **Purchase sign with lights in front of building**

### GOALS AND OBJECTIVES:

- **Inside Building Maintenance:**

- ✓ Add crown molding around the 3 main rooms
- ✓ Purchase decorations/furniture to make house more appealing to clients – **Some items were purchased in 2016**
- ✓ Install window sheers

### GOALS AND OBJECTIVES:

- **Outside Building Maintenance:**

- ✓ Add additional up lighting surrounding the house
- ✓ Install white gazebo to include an electrical outlet and install walkway leading to gazebo
- ✓ Add additional lighting in the parking lot and replace existing gravel lot with asphalt
- ✓ New Landscaping



# Division of Recreation 2020 Annual Report

**Hamilton Township, New Jersey  
Department of Health, Recreation and Seniors and Veteran Services**

**2388 Kuser Road, Hamilton, NJ 08690**



## A Message from the Hamilton Township Division of Recreation

It is with great pleasure that we present the 2020 Annual report for the Hamilton Township Division of Recreation. The Hamilton Township Division of Recreation is dedicated to fulfilling the recreational needs of the Township's residents, of all ages. The Township's emphasis on recreation is prominent in the numerous municipal parks, leagues and activities sponsored and organized by the Division of Recreation. These activities continue to grow and expand to meet the ever changing needs and interests of our citizens. The Division's goal is to continue to expand our programs, both passive and active recreation, as to enable more and more citizens to participate and enjoy the same. Come join us!

Our Hamilton Parks and pathways have seen dramatic increases in use this year as people sought outdoor refuge and respite from the COVID -19 pandemic. Connecting people through opportunities to recreate, socialize, gather and play was not without obstacles but our staff modified, adapted and pivoted to remain in compliance with the CDC and State restrictions related to COVID -19. With public health guidelines recommending staying closer to home, residents have been using public spaces as places to exercise and participate in outdoor activities all while enjoying the peace and tranquility of our parks. Despite the unprecedented occurrences, our Recreation Division found ways to provide programs, activities and resources that helped businesses and community members of all ages stay active and have fun.

Many sporting activities and special events were either canceled or held in a very limited capacity due to the COVID-19 restrictions. However, the Hamilton Township Division of Recreation was able to successfully complete the conversion of 6 new pickle ball courts to the already state of the art Tennis Complex in Veterans Park. The completion of this project makes our Veterans Park Tennis/Pickle Ball complex one of New Jersey's largest and most popular complexes with players and tournament organizers. This past year our outdoor golf center had a record number of visitors taking advantage of the golf range and miniature golf course.

As we move into 2021, we look forward to continuing to expand our Parks and Recreation programs by providing the community with opportunities to help improve new quality of life, while making our Township a better place to live, visit and play!

Enjoy!  
Hamilton Township Division of Recreation



# MEET THE STAFF

## KATHLEEN FITZGERALD

*Director of Health, Recreation, Senior & Veterans' Services*



## NICOLE ZOLLER

*Supervisor of Accounts*

## SHANNON SCHAEFER

*Clerk*



## PART-TIME SUPERVISORS

<i>Program</i>	<i>Support Staff</i>
Adult Softball	2
Adult Winter Volleyball	2

## RECREATION FACILITIES - PART TIME EMPLOYEES

Tennis Staff	5
Golf Center	10



2020

## HAMILTON TOWNSHIP DIVISION OF RECREATION

2388 Kuser Road, Hamilton NJ 08690

Phone (609) 890-4028

## OUR MISSION

The Hamilton Township Division of Recreation has long demonstrated a major commitment towards fulfilling the recreation needs of its residents. This is evident in the numerous existing municipal parks and extensive recreational programs sponsored by the Township.

Hamilton Recreation's goal is to expand programs to meet the ever changing needs of today's community. Whether it's passive or active recreation, or simply enjoying a special event, there is something for everyone.

### **Hamilton Township Division of Recreation offers:**

- Special Events
- Youth Programs
- Adult Programs
- Youth Summer Camps
- Recreational Facility Usages

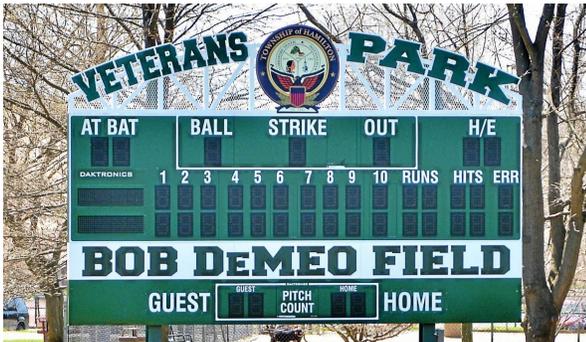
We strive to offer programs that allow for leadership, mentoring, teamwork, and relief from the stresses of everyday life.



# YOUTH SPORTS PROGRAMS

Hamilton Recreation aims to provide the highest quality of life for our residents, especially our youth, by offering ample recreational programs and facilities. The Recreation Division coordinated the usage of field and space requirements, and also assisted with scheduling and various related administrative functions. *The COVID-17 Pandemic greatly impacting our Youth Organized Sports forcing them to cancel or postpone the 2020 season for Baseball, Softball, and Football.*

Kicking off 2020 with Basketball Instruction:  
**Hamilton Little Lads Basketball (Girls & Boys)**  
 31 teams, 365 participants, 372 games.  
**Hamilton PAL Basketball (Girls & Boys)**  
 30 teams, 300 participants, 300 games



**Youth Sports Baseball Registrations**  
 Nottingham Little League - 216  
 Sunnybrae Little League - 196  
 HTRBA - 161  
 Nottingham Babe Ruth - 114



**Youth Soccer Registrations**  
 Hamilton Boys Recreation Soccer - 478  
 Hamilton Girls Recreation Soccer - 285

## BACKGROUND CHECKS

Hamilton Township Ordinance Section 2-281, requires that all individuals affiliated with Hamilton Township co-sponsored youth programs undergo background checks. This ordinance is in place to help protect our children, youth leagues, and the Township of Hamilton.

Effective March 10, 2008, ALL non-criminal fingerprinting was taken away from local Police

Departments and now must be done electronically through Sagem Morpho, Inc.

The Division of Recreation is responsible for maintaining its volunteer coach database and all affiliated records. Presidents of all youth sports leagues are updated monthly on the eligibility of their volunteer coaches.

This database currently consists of **660 individuals** during 2020.

**IdentoGO** New Jersey Universal Fingerprint Form  
[www.idento.com/nj](http://www.idento.com/nj)

(1) Originating Agency Number (OAN) # NJ0001902	(2) Category EOK	(3) State Number 18A-6-14
(4) Reason for Fingerprinting Non Public School Employment	(5) Document Type FBI	(6) Payment Information \$66.00
(7) Contributor's Case # (Unique Identifier)	(8) Miscellaneous	
(9) First Name	(10) SSN	(11) Last Name
(12) Daytime Phone Number	(13) Social Security Number (Optional)	(14) Date of Birth
(15) Height	(16) Weight	(17) Hair Color
(18) Eyes	(19) Skin Color	(20) Race (Select One)
(21) Occupation / Position (with respect to Requirement)	(22) Employer / Organization Name (with respect to Requirement)	(23) Employer Address
(24) City	(25) State	(26) Zip

**Identification Requirements:** Identification must be presented at the time of fingerprinting. Present NJ ID or NJ Driver License (NJ ID or Driver License is a combination of documents which will not be accepted). To change information must include the following items: Photo, Name, Address, Date of Birth, Sex, Race, Height, Weight, Hair Color, Eye Color, and Social Security Number. Examples of acceptable ID are: (1) Valid NJ ID, (2) Valid NJ Driver License, (3) U.S. Passport, (4) UNIDIS Permanent Resident ID Card (issued after 07/2009), and (5) USCIS Employment Authorization Card (issued after 07/2009).

**Payment:** Payment is required at the time of fingerprinting. The following forms of payment are accepted: Visa, MasterCard, or electronic debit (ACH) from a checking account. Payment will be debited immediately. Money Order is the only form of payment accepted at the enrollment center. **Canceled Check/Checkbook:** Applicants may be contacted or reach back to the website or the call center before the deadline of 5:00 PM EST the business day prior to the scheduled appointment (Monday through Friday only). An appointment fee of \$15.00 will be incurred by applicants who do not cancel/reschedule their appointment prior to the deadline. Money Order will refund the remainder of the fee paid (after federal search fees) to the original payment method.

**Unable to be Fingerprinted:** An applicant is considered "Unable to be Fingerprinted" for any of the following reasons: Failure to appear for scheduled appointment; Inability to present proper identification; Inability to present this completed Universal Fingerprint Form (UFG, NJ0001902); Information on this form does not exactly match the information provided during the scheduling process; Applicants unable to be fingerprinted will issue a \$15.00 appointment fee; MorphoTrust will refund the remainder of the fee paid (after federal search fees) to the original payment method.

**PCR and Receipt:** Upon the completion of fingerprinting, you will be assigned a PCR number. The PCR will be recorded on this form and on your receipt. MorphoTrust will not provide duplicate receipts. PCR Numbers of any appointment/printing information after the time of printing.

Applicant ID Number:	Payment Submission:	PCR:
Scheduled Day & Date:	Scheduled Time:	Scheduled Site:
Agency Information:		

You MUST retain a copy of this form and the receipt of printing for your personal records.  
**APPLICANTS MUST NOT ALTER, SHARE, OR REUSE THIS FORM (UFG, NJ0001902)**

## ADULT PROGRAMS

Throughout the year, the Division of Recreation directly organized, scheduled, supervised, and conducted recreational programs serving our adult population.

### ADULT SOFTBALL

Over a two-month period July-August, approximately **145 adults** took part in four softball divisions, playing a total of **90 games**.

#### **Sponsored Teams:**

Bills Olde Tavern, Blend Bar, Caesars Bagels, City Distilling, Core Associates, PBA 187

Bills Olde Tavern - 2020 Season Champions



Caesar's Bagels - 2020 Playoff Champions

### ADULT VOLLEYBALL

**Winter Volleyball** took place January through April. Over **540 individuals** took part in the 4 leagues, with a total of **540 games played** at local school gymnasiums.



### ADULT STREET HOCKEY

The Hamilton Men's Street Hockey League played Sundays at Veterans Park complex from July- October. A total of **16 teams** involving **290 individuals** played a total of **200 games**.



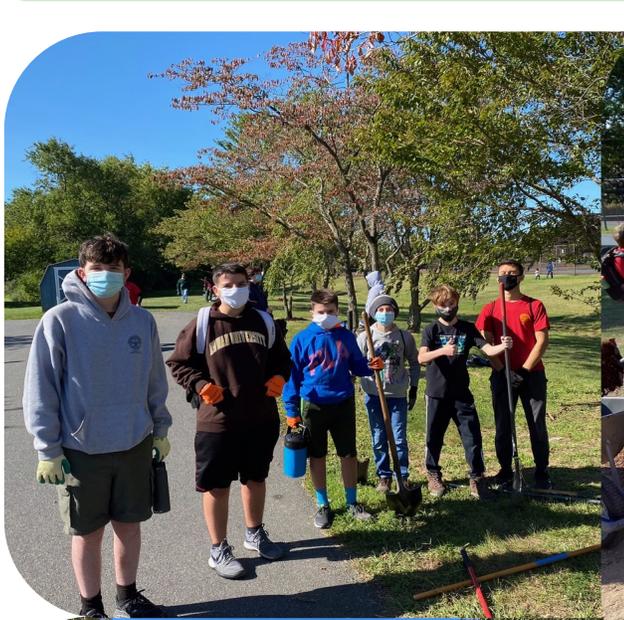
# YOUTH PROGRAMS

The Ballet Studio, directed by Lisa Zola DeLibero, took dance to the “street” this summer. Due to COVID-19, dancers were not able to be inside in the studio and were looking for alternative ways to keep dancing. They used the ***Street Hockey Rink at Veterans Park*** to provide their dancers with an opportunity to be together and dance while staying safe and social distancing.





Pictures from The Boy Scouts doing their annual Veterans Park clean up day for a service project on 9/19/2020.



# PARK PICNIC PERMITS

Hamilton Township has one of the most extensive park systems and recreational facilities within Mercer County. With a total of **21 Township owned parks**, few *municipalities* match our parks, which include active parks and passive gardens. The park system has become a popular spot for family picnics and outings. The Recreation Division issues permits to residents and local groups for usage of these sites.

In 2020, the following permits were issued for 'Veterans and Kuser Parks:

- **Kuser Park**                      **4 permits issued**
  - **Veterans Park**                **64 permits issued**
- Total Revenue Collected - \$3,160.00

Various Girl and Boy Scout activities are held throughout the year Veterans Park. In September, Boy Scouts Troop 91 conducted a one day clean up event in Veterans Park.



## Park Rental

Confirmation

Saturday, September 12, 2020

12:00pm

Park Rental - Vets Park Playground Pavilion (North)

*\*\*Sample of Clients Confirmation*



# HAMILTON GOLF CENTER

The Hamilton Golf Center, which was acquired in 2010, opened for the 2020 season on May 22, 2020. It once again proved to be a popular destination for affordable family recreation.

The 2020 season showed the following sales:

- Small Buckets of Balls Sold 1,236
- Large Buckets of Balls Sold 7,708
- Children's Mini-Golf Games 1,151
- Adult Mini-Golf Games 1,976

***Total revenue collected - \$ 108,043.71***



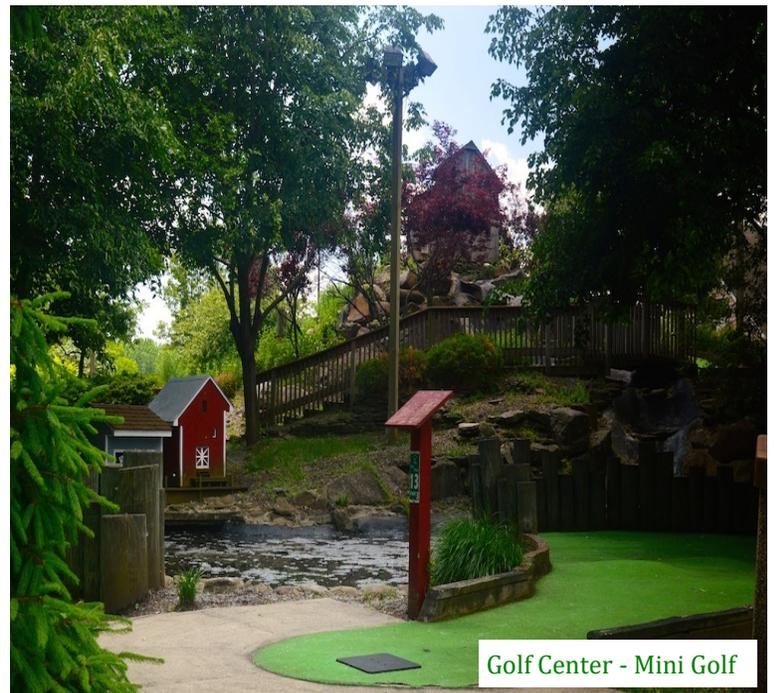
Golf Center - Driving Range



Golf Center - Driving Range



Golf Center - Mini Golf



Golf Center - Mini Golf

# HAMILTON TENNIS CENTER

The Tennis Center opened later than expected due to COVID-19 on May 22, 2020. This year we completed a project, for six new Pickleball courts located in Veterans Park with a Grand Opening on October 8, 2020.

*Membership collected for 2020: 324*



Pictures from the Pickleball Courts Grand Opening



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Pictures from a Junior tournament and the Frank Cuiule Adult Classic.



## SPECIAL EVENTS

Community events are a major part of the Recreation Division's efforts.

Residents have become accustomed to traditional events, such as the Independence Day Celebration, and Winter Wonderland. Unfortunately, due to the COVID 19 Pandemic the Azalea Fest, July Concert & Fireworks and Oktoberfest were cancelled this year.



Photo from past years Azalea Fest



Photo from previous years at the July Concert and Fireworks at Vets Park

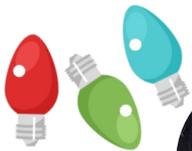


Photo from previous years at the Oktoberfest

## HAMILTON'S HOLIDAY IN THE PARK

Hamilton's Holiday in the Park for 2020, previously known as *Winter Wonderland*. The Hamilton's Holiday in the Park was scheduled at Kuser Farm Park on December 4th and 5th, 2020 as a walk-thru and a drive thru from December 6th, 2020 – January 1st, 2021.

The park was transformed into a "Holiday Light Display" by the thousands of various colored lights that adorned all the trees and shrubs. The "main" holiday tree was Hamilton's own version of "Rockefeller Center," displaying innumerable of lights, including LED's and strobe lighting. Kuser Mansion and the fountain, which will be adorned with icicle lights, LED's and pine roping to give it an added flair. Families were still be able to take their annual photo's throughout the park nightly between 5:00pm and 9:00pm.



Walkway from Newkirk Ave



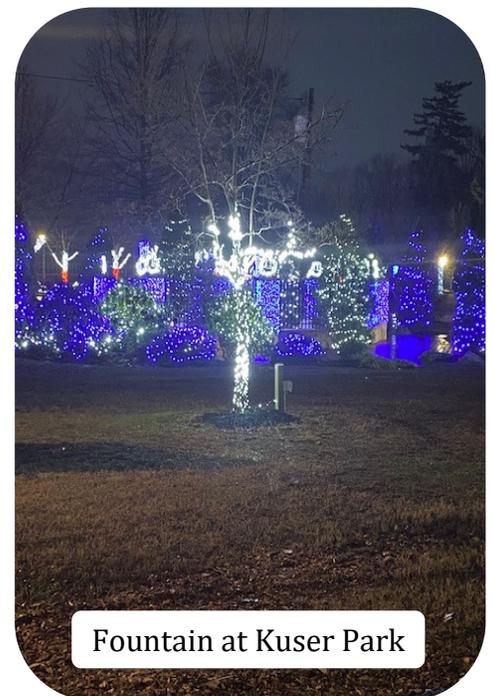
Kuser Mansion



Front Lawn Kuser Mansion



Hamilton's Holiday Tree



Fountain at Kuser Park

# Division of Recreation Goals and Objectives for 2021

Reevaluate donations given to co-sponsored programs, assessing participation amounts and league expenses.

Require annual reports from all leagues receiving donations. Reports should include total operating expenses, how donated monies were spent, and yearly participation.

Provide smaller events to serve as affordable family entertainment; such as having two movie events during the summer. A free family movie “night-out” would provide welcome relief from hard financial times. This was a very popular event. The residents still call and ask about it.

Host a Summer Concert Series with local talent.

Host Summer Movies in the Park

Renovate the following:

Tennis Courts 1-6 at Veterans Park, they are in dire need for repair.

Renovate Hamilton Golf Center – Mini Golf.

Renovate Hamilton Golf Center – Upper Level for Party Room.

Regrade Warwick Park and Cornell Heights Softball Fields.

Explore options for an adult kickball league.

Explore options for “new” Recreational activities

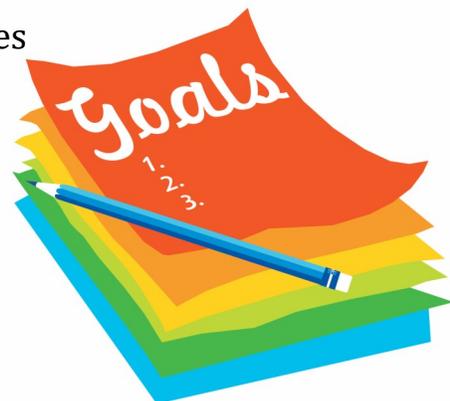
Scavenger Hunts

Corn Hole Tournaments

Skate Board Rentals

Winter Ice Hockey

Looking forward to expanding our programs and activities in 2021!





# *The Hamilton Township Division of Senior and Veterans Services 2020 Annual Report*

December 2020

*The Mission of the Hamilton Township Senior Center is to promote the most enriching quality of life for our Seniors.*



Seniors at our 2020 Black & White Gala at The Senior Center

“The Senior Center serves as a focal point for members and families offering a secure and friendly place where life remains active, members feel cared for and all can count on as a home away from home.” - Kathleen Fitzgerald  
Director of Health, Recreation,  
Senior & Veteran Services

Accredited by   
National Institute of  
Senior Centers

# Mission

The mission of the Hamilton Township Senior Center is to promote the most enriching quality of life for our seniors. The Senior Center is a community focal point where older persons can gather for activities and services, which enhance their dignity, support their independence and encourages involvement in and with the community. We will continue to develop and implement programs and activities in the areas of health and fitness, education, recreation, socialization and volunteerism.

Our vision is for our senior center to be recognized as a center of excellence in providing innovative programs and services for our seniors and the community. We will serve as a catalyst to partner with our community to strive for continuous growth in serving our diverse and changing community into the future.

We strive to increase the public's awareness of the senior center and promote active participation of our senior population. We promise to listen with respect, to serve with compassion and commitment, and to respond in a timely and professional manner to the current and future needs of the community.

The Hamilton Senior Center is very proud of its unique standing as a Nationally Accredited Center in the State of New Jersey and in the United States by having satisfied and passed the highest of requirement for national certification.



Such certification requires an extraordinary amount of time and effort along with the development of significant programming. **Hamilton is one of only two senior centers in the State of NJ and in the top 1% of senior centers in the country to have met this prestigious standing.**

The Hamilton Senior Center - 409 Cypress Lane, Hamilton NJ 08619  
Hours of Operation: Monday, Tuesday, Wednesday & Friday 8:30 - 4:00 pm, Thursday 8:30 - 7:00pm  
[Hamiltonnj.com/seniors](http://Hamiltonnj.com/seniors) • 609-890-3686

# MEET THE STAFF

**Kathleen Fitzgerald**

*Director of Health, Recreation and Seniors and Veteran Services*



**Peggie Hanley**

*Transportation Coordinator*

**Olivia Barthelson & Victoria Slaiciunas**

*Program Coordinators*

**John Goff**

*Facility Manager*



## **Part-time Staff**

Toni Farrell

Charlotte Wolverton

Judy Budgick

Diana Ross



## **Drivers**

Ginger Cox

Bob Valentino

Marie Riccitelli

Dan Knox

Frank Pane

## **Members of Our Advisory Board**

*Michael A.*

*Judy B.*

*Elbright C.*

*Theresa C.*

*Soam C.*

*Officer O'Hare*

*Officer Pollard*

*Mary Lou C.*

*Trudi D.*

*MaryLou E.*

*Ana E.*

*Antonia F.*

*Robert H.*

*Ian H.*

*Bianca J.*

*Jackie K.*

*George K.*

*Annie K.*

*Marie K.*

*Mayor Jeff Martin*

*Joseph M.*

*Carole M.*

*Nick M.*

*Robert O.*

*Anthony O.*

*Barbara O.*

*Shirley R.*

*Diana R.*

*John R.*

*Marcia R.*

*Subhash S.*

*Charlotte W.*

# Statistics:

## Membership

**9,466** Seniors visited the center before closing in March of 2020.

**1,518** trips to the doctors  
**464** trips to food shopping  
Totaling **12,891** miles

## Transportation

## Nutrition

Mercer County Nutrition served **33.627** lunches during 2020. Approximately **152** grab and go lunches were distributed **a day**.

## Swimming Pool

**259** Seniors used the swimming pool before the closure.

## AARP Tax Preparation

**185** members of the community used the service before the closure.

**1,546** Seniors used the fitness room before the closure.

## Fitness Room

## Billiards

**1,058** seniors participated in billiards before the closure.

## Walking Trails

**418** Seniors used the walking trails in 2020.

## Outside Activities

Bocce Ball: **203 Seniors**  
Ping Pong: **15 Seniors**  
Social Times: **518 Seniors**  
Line Dancing: **45 Seniors**  
Chair Exercise: **44 Seniors**  
Tai Chi: **22 Seniors**  
Step it Up: **46 Seniors**  
Exercise Equipment: **34 Seniors**

## Bocce Ball

**876** Seniors participated before the closure.

## Bingo

**1,301** Seniors participated before closing in March.

Tai Chi: **91 Seniors**  
Step it Up: **81 Seniors**  
Chair Exercise: **87 Seniors**

## Virtual Classes

hello  
2020

The year 2020 started off with much to celebrate! Our senior participants rang in the New Year with a Black and White Gala held in January! The Senior Center dining room was transformed into a tastefully decorated ball room and the event was sold out!



In February, the Senior Center hosted an Integrational Event with school aged children from Lang Tree Elementary School. Both our students and senior participants learned much from one another and had fun while doing so.



Unfortunately, due to the COVID 19 Pandemic the activities at the Senior Center were greatly impacted beginning



March of 2020. We closed the Senior Center to all members and the public on March 13, 2020. Although the facility was closed, we maintained activities such as our lunch distribution program (pictured), and transportation services.



During the period of July through October 2020, we offered limited outdoor activities on the back grounds of the senior center. A wooden platform and tent was erected for activities as well as a large screen television and sound system to be able provide activities such as line dancing (pictured), Chair exercise classes, Tai Chi, Yoga and Step It Up aerobics. Outdoor activities such a Bocce, Ping Pong and Quoits were offered. We also offered social hours in a socially

distanced manner and provided COVID screenings to all who attended.

Our staff maintained phone contact with our senior participants daily by making phone calls to them inquiring on their wellness and needs. Staff was able to field numerous calls related to assistance in various areas such as urgent medical services inquiries, services for specific needs for seniors and the general population and assisted the Health Department as support staff during the pandemic.



With the help of technology and participating Seniors, we were able to run virtual exercise programs through ZOOM. Seniors were able to sign up by calling the Senior Center and give their information long as they had a smart device and email to receive the link for the program. Many of the seniors participated in all the programs; Tai Chi, Chair Exercise and Step It Up. The programs were offered Monday - Thursday.

*Many planned special events and programs for 2020 unfortunately had to be cancelled this year.*

The Hamilton Senior Center Presents:  
Virtual Exercise Classes!

Monday's at 12:30pm	Tai Chi	
Tuesday's at 10:00am	Chair Exercise	
Wednesday's at 10:00am	Step It Up	
Thursday's at 10:00am	Tai Chi	

\*All programs are previously recorded.\*

These programs require a smart device such as;  
Computer, Laptop, iPhone, iPad, Android

To sign up for these programs, please call The Hamilton Senior center at 609-890-3686. The information we need will be your name and email address. Once you have given your information, you will receive an email that will walk you through how to install ZOOM, and how our exercise classes work. Hope to see you there!

If you have any questions, please call 609-890-3686.

# Major Assets, Accomplishments, And Highlights of 2020

Our facility has been maintained to its highest standards during 2020. Our staff has been busy not only keeping the facility clean and sanitized but has made many improvements. Some improvements that have been made in 2020 are as follows:

The Fitness Room has been renovated with new ceiling tiles and the painting of the walls and doors.

The swimming pool area including floors and mats have been cleaned and sanitized. The walls, vents and air curtains have been painted and a new pool filter was installed.

All carpets throughout the facility have been shampooed and the floors have been cleaned, waxed and polished.



The main dining room has received a deep cleaning as well as the kitchen area and the windows throughout the facility have been cleaned.

New storage shelves were built in the attic and the attic items were rearranged and inventoried.

Restroom toilets and sink drains were replaced as needed.

We held two Advisory Board meetings in 2020. The first one was in February, in our Center. Our second one was held via a phone conference in August.

A new storage shed was added to the back grounds on a concrete pad. The outside grounds were cleaned up after a severe wind storm in which we lost a 70' tree in the backyard that also compromised 2 other 60 to 70' trees. Over grown bushes were removed. Improved drainage was done alongside of the Bocce Court.



# COMING SOON



Just like 2020, 2021 is an uncertain time for everyone, including The Hamilton Senior Center. We pride ourselves in providing events, socials, programs and everyday activities for our Hamilton seniors. Unfortunately, due to COVID-19 we don't know what this year brings.

The Senior Center staff will continue to work here in the building and provide all that they can to help the Seniors here in Hamilton Township. We will continue to distribute meals to our Seniors, provide transportation to doctor's appointments, and offer ZOOM programs, such as chair exercise, step it up, and tai chi.

Our plans have had to shift, focusing on outside activities when the weather is warmer and permitting, hopefully in May. We are lucky enough to have a spacious back grounds area that we can provide our seniors with outside programs and activities, including a dance floor and tent. Programs would be offered Monday through Friday and consist of socially distanced line dancing, chair exercise, step it up, tai chi, bocce, quoits. Other outdoor activities are socially distanced lunches and programs of socialization to alleviate so much isolation. We also have our stationary exercise equipment as well as our walking path for seniors to exercise. Our hope is that we can possibly add a Just Dance to the list of programs, it's not something we have done outside before, but the program is one of our Seniors favorite.

We plan to hold programs with our community partners RWJ, Capital Health, Penn Medicine, and Care One to provide programs such as health screenings, educational topic seminars, some arts and crafts, and concerts.

We usually hold a Dinner Dance twice a year, but due to Covid-19 the Spring Dinner Dance is going to be cancelled. We hope that by the Fall in October, inside occupancy numbers will be increased and we can provide our Seniors with an enjoyable Fall Dinner Dance. The decision on holding our Annual Picnic will be made later this year, we are waiting on more information about Covid-19 before we go ahead with planning.

Our main goal is to keep our Seniors safe and healthy by sanitizing and cleaning surfaces and areas that the Seniors will be using, all while providing them a sense of purpose again!

The Senior Center is proud to say that we will be offering our Center as a site for the Covid-19 vaccine. Nothing is set in stone, and every day is a new challenge or victory. We plan on taking 2021 one day at a time, and are always looking for ways to provide for our beloved Seniors here in Hamilton Township.