

IS YOUR TAX ROLL INFORMATION UP TO DATE?

Tax bills for the 2004-2005 Village taxes will be mailed at the beginning of June 2004

- If you are a taxpayer you must notify the Village in writing about address changes, mortgage satisfactions, change of ownership, and changes in the bank or mortgage company paying your taxes, including the new address of that institution.
- If you do not live at the address you pay taxes on, you must provide an address to send your tax bills to.
- If you are a new homeowner, or if any information has changed, notify the Village with all the required information as soon as possible to avoid penalties on unpaid taxes.

YARD WASTE and GARBAGE COLLECTION

Yard Waste will be collected every Wednesday

From April through May, you may leave out up to 10 bags per house.

Do not put out yard waste or garbage before sundown

It is against the Village Code to place garbage at the curb before 5 P.M.

Keep our Village looking beautiful

If you need a copy of our garbage regulations, contact the Village Hall

Village Elections To Be Held In June

The two year terms of Mayor Capozzi, Trustee Wilson-Pines and Trustee Tomlinson will expire on June 30th. The election will be held on June 15, 2004. Persons wishing to run for office must comply with New York State Laws concerning Village elections

Village Offers Passport Services and Notary Public Services

You may apply for a **United States Passport** or renew your passport at the Village Office.

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The Village offers **free Notary services** to residents.

Bring identification with you if you need a document notarized.

## HEAVY TRASH PICKUP ON MAY 26

**You may put out as much trash as you want subject to the following:**

- Tie up loose items. Cut carpets into maximum lengths of 4 feet
- Only one household appliance (stove, refrigerator, etc.)
- Items (chairs, tables, etc.) must be placed in a neat pile.
- Empty cardboard must be flattened and tied.
- Newspapers and paper must be tied. Full boxes closed and tied.
- No limit to garden waste in plastic bags
- Items must be placed out after 5PM the night before pickup.
- All cans must have cover on, with no bags hanging out of the cans.
- Place all items near the curb. Do not place anything in the roadway.

**DO NOT PUT OUT  
HAZARDOUS  
WASTES OR  
CONSTRUCTION  
MATERIALS!**

When walking your family pet, remember to keep it on a leash and curb it. It's the law and we will enforce it.

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Using your neighbor's lawn or other property is not curbing.

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Please pick up after your pet. Bacteria from your pet's waste pollutes the Bay and our drinking water.

## Justice Court

If you have any questions about a summons, you may call the Court Clerk, Linda Clark. **883-7000, extension 12.**

If you wish to plead guilty to a violation, you may fill out the back of your ticket and bring it to Manorhaven Village Hall Monday to Friday from 9 am to 3 P.M.

## Pay Your Parking Tickets Promptly to Avoid Increased Fines!

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If you fail to answer a parking ticket within 30 days of the date of the violation, the fine will be doubled.

If you fail to answer a parking ticket within 60 days of the date of the violation, the fine will be three times the original fine.

Village Hot Line

For emergencies after hours or on the weekend, use the 24 hour Hot Line. You must leave your name, address, and phone number for verification. This number is not a replacement for 911 or fire and police matters. Do not use this number for complaints. Call the appropriate Village department. **883-7000, extension 19**

VILLAGE SCHEDULES

BOARD OF TRUSTEES

Fourth Wednesday of month
8:00 P.M.
May 26, June 23, July 28, Aug 28

PLANNING BOARD

As Required
ARCHITECTURAL REVIEW BOARD
Third Monday of month, 8:00 P.M.
May 17, June 21, July 19, Aug 16

BOARD OF ZONING APPEALS

Second Tuesday of month, 8:00 P.M.
May 11, June 8, July 13, Aug 10

TRAFFIC & ZONING COURT

Court convenes at 7:00 P.M.
May 25, June 22, July 27, Aug 24
For Zoning Court matters call the Court Clerk
883-7000, ext 12

Village Hall Hours

Open Monday through Friday, from 8:30 am to 5pm.

Evening Hours

First Monday of each month*
8:30am to 8pm
*If the first Monday is a holiday the office will be open on the second Monday.

Call the Village Clerk if you have any concerns or plan to come in during the evening so that she will be able to prepare an answer for you, or assemble any papers that you may need to see.

Call any time the office is open. After closing you can leave a voice mail message.

883-7000 ext. 11

Meet the Mayor

Discuss any subject with Mayor Capozzi

Saturday from 10am-12pm

May 15, June 19, July 17, Aug 21

Monday from 5pm-8pm

on nights Village Hall is open

Please call ahead if you think the Mayor will have to do some research or assemble some paperwork to answer your questions.

You may also make an appointment to speak to the Deputy Mayor or any other Trustee who can meet with you at a mutually convenient time.

Village of Manorhaven Web Page

The Village now has a web page. You can get copies of forms, view parts of the Village Code, look at Village schedules, contact Village staff via email, and more.

**Go to the following web address:
<http://manorhaven.org/>**

Alternate Side Parking

Thursday & Friday

**one hour a day
no-parking regulations
are in effect for road repair and
street sweeping purposes.**

Check the signs at the end of your street for the parking restrictions.