

Borough of Manasquan
Public Bench Policy

The Borough of Manasquan is desirous of maintaining a stock of public benches sufficient to meet the needs of the Borough, and will consider requests from the public for the placement of park benches on municipally owned properties. Volunteers who have served on Manasquan Borough Boards, Commissions, Committees, First Aid, Fire Companies Public Service Clubs or those individuals who have served as Borough Historian, or members of the Governing Body for a period of at least eight (8) years, or a permanent full-time or part-time Municipal employee who have been employed by the Borough for a period of not less than eight (8) years and have retired in good standing or are deceased, at their request or the request of a relative, may receive preference in obtaining a Borough manufactured bench. All other requests from current Manasquan residents will be considered on a first come, first served basis. Benches will be placed on Borough property at a location selected by the Borough if space is available. All requests must conform to the following rules and regulations:

1. Requests must be made in writing to the Department of Public Works on an approved application form.
2. Inscriptions must be the name(s) of individuals or non-profit organizations. The names of firms, companies, trade names, decorative designs, etc. will not be permitted.
3. The placement of benches on Borough property to commemorate events of national significance may be considered for approval by the Governing Body if requested by a resident of Manasquan
4. Final approval of all applications will be acknowledged by the Public Works and Grounds Committee or Beach Committee, Department of Public Works Superintendent, and the Municipal Administrator.
5. Benches will be manufactured by Public Works at the current bench rate. All benches will be approximately six (6) feet in length.
6. No lettering will be permitted on wooden sections.
7. Benches approved by the Borough will be the only benches allowed on Borough property. Any bench placed on Borough property after October 2005 not conforming to this policy will be removed by the Borough, and the parties responsible for the placement will be assessed the expenses associated with the removal and disposal.
8. Benches placed on Borough property prior to 4/2/01 that do not conform to the

above will be retired as their useful life expires. However, the Borough will make a good faith effort to contact those responsible to determine if they would like the bench to be replaced at the Borough's current bench rate.

9. If a bench becomes vandalized or destroyed by any means whatsoever, the Borough of Manasquan will not be responsible to replace it. The bench owner will be granted the right of first **refusal** to replace same bench. The bench can, however, be replaced by the original requestor or other interested party under the original approval. If the bench is **not** replaced or repaired within 90 days, the location will be forfeited.



Borough of Manasquan
201 East Main Street
Manasquan, NJ 08736
www.manasquan-nj.com

APPLICATION FOR APPROVAL OF BENCH PLACEMENT AND INSCRIPTION

APPLICANT'S NAME: _____

APPLICANT'S ADDRESS: _____

APPLICANT'S PHONE NUMBER: _____

REQUESTED NAME TO BE INSCRIBED
(2 lines, 7 letters/spaces per line, per side):

LEFT BENCH END: _____

RIGHT BENCH END: _____

PLEASE RETURN THIS APPLICATION FOR PROCESSING AND APPROVAL TO:

Manasquan Borough Hall
Department of Public Works
201 E. Main Street
Manasquan, NJ 08736

CALL BOROUGH SUPERINTENDENT KEVIN THOMPSON (732) 223-0544 EXT. 552 FOR
PLACEMENT OF BENCH OR IF YOU HAVE ANY QUESTIONS.