



## NEW RESIDENT WELCOME PACKET

FEBRUARY 4, 2026

Brookhaven Municipal Center  
2 Cambridge Road  
Brookhaven, PA 19015  
Phone: 610-874-2557

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This New Resident Welcome Packet is located and kept updated online in the **Quick Links** menu of the [Brookhaven Borough website](#). This document contains easy to use embedded links when used online. A printed copy may also be obtained from the borough office.

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## Welcome to the Borough of Brookhaven!

On behalf of the Borough Council and the Mayor, it is our absolute pleasure to welcome you to our community. We are thrilled you've chosen Brookhaven as your new home!

We hope you find this New Resident Welcome Packet to be a helpful roadmap as you get settled. While this packet covers the essentials, our community is dynamic and constantly evolving. To stay fully connected, we encourage you to use the following resources:

### Stay Informed & Connected

- **Official Website:** Visit [www.brookhavenboro.com](http://www.brookhavenboro.com) for the most comprehensive and up-to-date information regarding local government and services.
- **Borough Calendar:** Keep an eye on your mailbox! We mail yearly calendars to every household before the New Year. They highlight our favorite local traditions like Family Day and the Holiday Parade. (Extra copies are available at the Municipal Center while supplies last!)
- **Monthly Online Newsletter:** A deep dive into upcoming projects and community news.
- **Community TV:** Tune into the Brookhaven Community Information Channel (Comcast Channel 5 or Verizon Channel 33).
- **The Clock Tower:** Check the message board under the Borough Clock at Memorial Island for local announcements while you're out for a stroll.
- **BROOKHAVEN•ALERTS:** The best way to stay safe and informed is through our emergency notification tool. **BROOKHAVEN•ALERTS** sends text messages, emails, or phone calls (your choice!) regarding emergency alerts and Borough news. This system will also notify you the moment a new Monthly Newsletter is published.



### How to Sign Up for BROOKHAVEN•ALERTS:

1. **Online:** Visit [www.brookhavenboro.com](http://www.brookhavenboro.com) and click "Brookhaven Alerts" under the Home Page Quick Links.
2. **QR Code:** Scan the code and fill in the prompts for instant registration.



### Get Involved

Brookhaven thrives because of its active residents. From our numerous recreational activities to various Borough Meetings, there is always a way to participate. Our website also features third-party links to Youth Sports organizations and Delco Alerts for county-wide notifications.

If you have questions while you settle in, please don't hesitate to reach out:

- **Visit Us:** Municipal Center, 2 Cambridge Road
- **Call Us:** 610-874-2557

Once again, welcome home. We look forward to seeing you around the Borough!

Warmest regards,

*Mayor and Borough Council*

## Brookhaven Borough Mayor & Council

**Mayor:** Marino Giancroce

**Council Members:**

- Dan Burke, President
- Nora Fulvio, Vice-President
- Janice Sawicki, President Pro Tem



- David Duplicki
- Matthew Mills
- Mary Ziemer
- Vacancy

The Council generally meets on the first of each month at 7:00pm at the Borough Municipal Center. All meetings are open to the public, and residents are encouraged to attend and participate. These meetings are videotaped and posted on [Brookhaven PA YouTube](#).

Each Council Member chairs or participates on multiple Borough Committees and/or Boards. If you have any questions, please contact the Council Member(s) associated with the pertinent Committee or Board.

**Business Revitalization Committee** – Dave Duplicki (Chair), Dan Burke, Nora Fulvio

**Civil Service Commission** – Nora Fulvio (Liaison)

**Condo Association Committee** – Matt Mills (Liaison)

**Emergency Management Committee** – TBD (Chair)

**Finance and Administration Committee** – Janice Sawicki (Chair), Nora Fulvio (Vice-Chair), Dave Duplicki

**Fire Committee** – Mary Ziemer (Chair), Janice Sawicki

**Former OLC Property Committee** – Dan Burke (Chair), Dave Duplicki, Janice Sawicki

**Greenspace Committee** – Janice Sawicki (Chair), Matt Mills

**Historical Committee** – TBD (Chair)

**Holiday Parade Committee** – Mary Ziemer (Liaison)

**Ordinance Committee** – Matt Mills (Chair)

**Planning Commission** – Dan Burke (Liaison)

**Police Committee** – Nora Fulvio (Chair), Dave Duplicki, Matt Mills

**Public Works Committee** – Dave Duplicki (Chair), Matt Mills (Vice-Chair), Dan Burke

**Recreation Board** – Mary Ziemer (Liaison)

**Sustainability Committee** – Nora Fulvio (Chair)

**Technology & Communications Committee** – Mary Ziemer (Chair)

**Trash & Recycling Committee** – Dave Duplicki (Chair), Dan Burke

**Veterans Committee** – Dan Burke (Chair)

**Zoning Hearing Board** – Dan Burke (Liaison)

**State Government**

**State Senator: Hon. John I. Kane – 9<sup>th</sup> Senatorial District – (D)**

Press [here](#) for Senator Kane’s website

**Chester Office:**

504 Avenue of the States, 1<sup>st</sup> Floor  
Chester, PA 19013  
Office: (717) 756-1548 / Fax: 610-447-3196  
Hours: Monday thru Friday 9:00am – 4:30 pm

**Capitol Office:**

458 Main Capitol Building  
Senate Box 203009  
Harrisburg, PA 17120-3009  
Office: (717) 787-4712  
Email: [Kane@pasenate.com](mailto:Kane@pasenate.com)

**State Representative: Hon. Leanne Krueger – 161st Legislative District – (D)**

Press [here](#) for Rep. Leanne Krueger’s website

**Brookhaven Office:**

115 E. Brookhaven Road  
Brookhaven, PA 19015  
Office: (610) 534-6880 / Fax: (610) 534-6881  
Hours: Monday thru Friday 9:00am – 5:00pm

**Capitol Office:**

115-B East Wing  
PO Box 202161  
Harrisburg, PA 17120-2161  
Office: (717) 705-2567 / Fax: (717) 705-7000

**U.S. Congress: Hon. Mary Gay Scanlon – 5<sup>th</sup> Congressional District – (D)**

<https://scanlon.house.gov/>

**East Lansdowne Office:**

2501 Seaport Drive BH230  
Chester, PA 19013  
(610) 626-2020

**Washington, D.C. Office:**

1535 Longworth HOB  
Washington, DC 20515  
(202) 225-2011

**U.S. Senators:**

**Hon. Robert P. Casey, Jr. – (D)**

393 Russell Senate Office Building  
Washington, DC 20510  
(202) 224-6324  
<https://www.casey.senate.gov/>

**Hon. John Fetterman -- (D)**

248 Russell Senate Office Building, Suite 142  
Washington, DC 20510  
(202) 224-4254  
<https://www.fetterman.senate.gov/>

2000 Market Street, Suite 610  
Philadelphia, PA 19103  
215-405-9660

200 Chestnut Streer, Suite 600  
Philadelphia, PA 19106  
215-241-1090

**District Court 32-2-39:**

Hon. Georgia Stone  
Located at the rear of our municipal building.

**Public Safety**

*A message from Brookhaven Fire Company*

The Brookhaven Fire Company, Station #52, is 100% Volunteer Firefighters with an active membership of approximately 60 members. The EMS (Emergency Medical Services) is made up of 15 Volunteer EMTs and 10 part time EMTs. The fire company runs 1 Engine, 1 Engine/Rescue, 1 Quint/Ladder, 1 Rescue, 1 Utility Pickup, and 3 BLS (Basic Life Support) Ambulances to provide Fire/Emergency Medical Services to Brookhaven Borough and surrounding communities. We manage an extensive fire prevention program that includes visiting schools and day care centers, sponsoring a Fire Safety Carnival, and educating the public regarding fire prevention and fire safety in the home. We provide fire safety/fire prevention materials and information at the Borough's annual Family Day Event.

We run two Annual Fund Drives each year. The Fire Fund Drive starts the first week of January; the EMS Fund Drive starts the first week of May. Note that the fee for EMS services is a subscription and therefore, if paid and you require emergency transportation, you will not incur any out-of-pocket expenses that your insurance company does not cover. Please look for these mailings and support these very important annual fundraising drives.

We are always looking for new members. We pay and provide Fire and EMS training for anyone wishing to join. Any person 14 years or older, interested in joining is asked to come to the firehouse any Tuesday night at 6:00PM or Saturday morning at 9:00am. You may also apply on-line through our website.

2 Cambridge Road, Suite 52  
Brookhaven, PA 19015  
Emergency Phone: 911  
Non-Emergency Phone: (610) 872-8093



For more information, see the Brookhaven Fire Department website at www.Brookhavenfireco.com.

*A message from Brookhaven Town Watch John Wilwert – any updates to this section?*

The Brookhaven Town Watch organization was started by a handful of residents back in the summer of 1995; we now have approx. 25 members. Our job as Town Watch members is to be an extra set of eyes and ears for our police department, to observe and report. When we see a reportable incident, we notify the police and stay out of their way and only assist them if requested to do so.



We report on open doors at both resident and business locations, perform security checks of our businesses, and work security and traffic control at borough functions.

We are always looking for new members, so if interested in seeing what we are about firsthand, contact the Borough Office at 610-874-2557 x110.

For more information, see Town Watch on the Brookhaven Borough Website.

**Public Safety (cont'd)**

*A message from Brookhaven Police Chief* (updated 3/6/25)

Along with the Officers of the Brookhaven Borough Police Department, I welcome you to our amazing Community. I am honored to have the privilege of serving this great community as your Chief of Police. We truly care about the safety and well-being of those we serve. I believe in maintaining a high level of professionalism and seek to foster engagement with the community. I strive to be transparent with community members and communicate effectively in order to maintain public trust.

Please feel free to contact me at 610-876-6142.

Accident reports can be obtained by contacting the secretary during business hours, 8 AM to 4 PM, Monday through Friday, 610-876-6142 x111.

If you need to speak to an officer for an emergency or non-Emergency, **call 911!**

2 Cambridge Rd., Suite 200  
Brookhaven, PA 19015  
Phone Number: 610-876-6142  
Fax Number: 610-874-2066



In April 2023, the Brookhaven Police Department obtained the Pennsylvania Law Enforcement Accreditation. There are over 1200 police departments in the State of Pennsylvania and less than 150 have attained Accreditation. Our department now stands with the 150! Achieving this standard is what being a professional and modern police department is all about!"

For more information, see [Police Department](#) on the Brookhaven Borough website.

**Delaware County Emergency Notification System (DelcoAlert)**

Whether it's a severe storm, an Amber alert or a threat to your home or business, Delaware County has an enhanced notification system, known as DelcoAlert, where you can receive emergency notices through your phone, email, and/or mobile device. Delaware County Council urges all residents to sign up for this system.

For more information, see [Delco Alerts](#) on our Brookhaven Borough Website.

## Municipal Services<sup>1</sup>

### Branch Chipping

- Residents can schedule use of the chipper for a maximum of 15 minutes to remove branches from their home.
- Branches should be at least 3 ft. long with the cut ends facing the same direction and put curbside the night before the scheduled date.
- See the Brookhaven Borough Newsletter and Calendar for the chipper schedule. Please call for an appointment at 610-874-2557 x110.

### Leaf Pickup

- See the [Leaf Collection Schedule](#) on the Borough website for dates when leaves will be picked up on your street.
- Leaves should be put at your curb, not in the street.

### Permits

- Residents over 62 years of age may be exempt from some or all permit fees up to \$7500.
- Review the [Building and Code Enforcement](#) section on the borough website for information on permits, rental licenses, residential transfer inspections, and zoning.
- Call the Borough Office at 610-874-2557 to clarify if a permit is required for any work completed at your property.

### Snow Removal/Plowing

- Brookhaven utilizes a snow management plan to safely clear all borough roads quickly and efficiently. The plan includes de-icing and pre-salting prior to the predicted snow, salting and plowing after 3 inches of snowfall, and continuing this, as necessary. Snow will be pushed back as far to the curb line as possible (curb to curb after snowfall has finished), therefore keep all vehicles in your private driveways, if possible. Also, do not shovel apron until the plow has completely opened the road. If shoveled too early, you may need to do it again.
- Within 24 hours after the accumulation of snow or ice has ended, the homeowner (or tenant) must remove the snow/ice from the entire width of their pavement or (sidewalk) to create a pathway for pedestrian traffic. Please do not shovel snow into the street.

Note: This information does not apply to the residents of Brookhaven Glen, Hilltop, Trimble Run, Stone Hill, or Traditions at Ridley Creek because Brookhaven is not responsible for their snow removal.

### Tax Rebates

- Senior citizens with a household income of less than \$25,000 may be eligible for a Trash Rebate. More information and forms are available at the Borough Office.
- Residents 65 or older, widows/widowers 50 or older, and those with disabilities 18 or older, with a household income less than \$35,000 (\$15,000 for renters) may be eligible for the PA Property Tax/Rent Rebate. More information and forms are available at our State Representative's office located at 115 E. Brookhaven Road, Brookhaven.

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<sup>1</sup> This section is for informational purposes only and does not restate or revise any Borough Ordinance in whole or in part. Please refer to the Brookhaven Borough Code for the current language of all Borough Ordinances.

## Trash/Recyclables<sup>2</sup>

*Trash includes: garbage, rubbish, junk, debris, and refuse*

*Recyclables include Newspapers, paper bags, glass, aluminum, tin cans, cardboard (not wet), cereal boxes, paperback books, hardback books, mail with personal identification removed, and plastics #1, 2, 3, 4, 5 and 7.*

### **Trash**

- Trash is collected every Wednesday.
- Place trash at your curb not before 5:00pm Tuesday evening. (If special circumstances are needed, please call the borough office at 610-874-2557)
- Note that trash **MUST** be stored in covered containers (unless it is bulk trash) until put at curb for collection.
- Bulk trash, i.e., anything that does not fit into a covered container (e.g., mattress, furniture) is also collected every Wednesday. Must limit bulk trash to **3 items**.
- Mattresses and box springs **must** be wrapped in plastic.
- Carpeting must be cut and rolled into 3 feet lengths and only 3 at a time per trash day.
- The following items are NOT collected as trash: refrigerators, freezers, air conditioners, dehumidifiers, computers, televisions, building materials (wood, drywall, cement blocks, etc.) and auto parts. Note: TVs, computers, and other electronics can be discarded at the Electronic Recycle Days. See the Brookhaven Borough Newsletter, Calendar or Website for upcoming schedule and location.
- Any items that contain or come in contact with body fluids or secretions of patients receiving radiation therapy should NOT be placed in regular trash. Purchase yellow radioactive materials bag and place bags at curb separated from the regular trash. (Consult physicians as to how long after your last treatment you should do this.)

### **Recyclables**

- Recyclables are collected every Wednesday, along with regular trash, so be sure to set them apart at curbside in either the recycling container provided by the borough, or a can marked "Recycling".

Note: Please call the Borough Office to obtain a Recycling Can and/or "Recycle" stickers (to adhere to your trash receptacle).

- The borough-provided recycling can is to be used for recyclables only.
- Place recyclables at your curb not before 5:00PM Tuesday evening.
- Recyclables should be loose in marked receptacles.
- Do not store recyclables in plastic bags.
- Any cardboard that gets wet cannot be recycled and must be included with regular trash.
- The following are not considered recyclables and should be put out with regular trash:



For 2026, recyclables will NOT be picked up for these holiday weeks:  
MLK Day (January 21<sup>st</sup>)  
Memorial Day (May 27<sup>th</sup>)  
4<sup>th</sup> of July (July 1<sup>st</sup>)  
Labor Day (September 9<sup>th</sup>)  
Thanksgiving (November 25<sup>th</sup>)  
Christmas (December 23<sup>rd</sup>)

- Plastic bags; pizza boxes; caps from bottles and jugs; Styrofoam; #6 plastics

Note: This information does not apply to the residents of Brookhaven Glen, Hilltop, Trimble Run, Stone Hill, or Traditions at Ridley Creek because Brookhaven is not responsible for their trash/recyclable pickup.

<sup>2</sup> This section is for informational purposes only and does not restate or revise any Borough Ordinance in whole or in part. Please refer to the Brookhaven Borough Code for the current language of all Borough Ordinances.

### Miscellaneous Information<sup>3</sup>

#### **Burning**

- No person shall burn anything within the limits of the streets or highways of the borough. The outdoor burning of tree branches, leaves, shrubs, construction materials and any other debris or waste is prohibited within the borough.
- No person shall burn any garbage or other material emitting noxious odors, gases, or fumes.
- Brookhaven Fire Marshal recommends using a screen for patio fire pits.

#### **Cats/Dogs**

- No animal is permitted to run at large in the streets of the borough.
- All dogs are to be walked on a leash on public streets. Dog owners are **required** to bring bags to clean up after their dogs.
- Dogs are not allowed to be walked in any borough park, walking trail, or ball field.
- All dogs must be licensed by Delaware County. You can obtain a license application from the Borough Office or go online at <https://www.delcopa.gov/treasurer/dog.html>.
- All dogs and cats must wear an identification collar, clearly and legibly stating the pet/owner's name and phone number. Dogs must also wear valid County of Delaware license registration and up-to-date rabies vaccination tags. Cats must also wear an up-to-date rabies vaccination tag.
- Cat collars must be safety-type collars with either elastic strips or breakaway fasteners.
- It is recommended to equip your dog and cat with a microchip implant. Please talk with your veterinarian for more information on this.
- For more details, see Brookhaven Code, [Chapter 14 – Animals](#).

#### **Fence/Wall/Shed**

- Prior to erecting a fence, wall, or other type of construction, please obtain approval and permit from the Building Inspector, call borough office at 610-874-2557.

#### **Fireworks -- Consumer**

- Consumer fireworks (as defined by PA law) or sparkling devices are NEVER permitted to be used, ignited, or discharged in the borough. Violators will be fined.
- For more details, see Brookhaven Code, [Chapter 670 – Consumer Fireworks](#)

#### **Grass Clippings/Sewer Drains**

- Residents and/or contractors are not allowed to blow/sweep grass clippings into the street. This will avoid clogging storm drains and/or the creek water system.

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### Miscellaneous Information (cont'd)

#### Grass/Weeds

- *Weeds* - defined as all grasses, annual plants, and vegetation. This term does not include trees or shrubs nor cultivated (perennial) flowers and gardens.
- It is the responsibility of the homeowner (or tenant) to ensure that their exterior property is maintained free from weeds or grass more than six inches. It is also the homeowner's responsibility to remove grass/weeds on the homeowner's sidewalk as well as between the curb and street.
- No homeowner (or tenant) may permit weeds, grass, vines, trees, shrubbery, and/or other similar undergrowth to be a hazard and/or obstruction to vehicular and/or pedestrian traffic.

#### Storage on Residents' Exterior Property

- It is the responsibility of the homeowner (or tenant) to ensure that their exterior property is free from any accumulation of abandoned, discarded, or unused objects and to ensure the exterior property stays in a clean, safe, and sanitary condition.
- Items not allowed, but not limited to: lumber, junk, trash, debris, refuse, automobiles, furniture, stoves, refrigerators, freezers, televisions, computers, cans, and containers.
- Trash receptacles must have lids and be stored in a location on your property that is behind the front of your dwelling.

#### Swimming Pools

- Residents with swimming pools may not discharge water directly into the street or stormwater drain. The pool water must be discharged and absorbed on your property and not onto a private or public area. Be sure not to drain your pool onto your neighbor's property.
- To avoid endangering wildlife, chlorine must be neutralized before draining.
- Chlorine Disposal – be careful when disposing chlorine containers and tablets because as soon as they are mixed with water, they create a hot temperature that can start a fire, therefore, it is recommended to separate any chlorine product in double plastic bags and place a note on it to inform the trash collector.

## Borough Codes & Ordinances

In Pennsylvania, most municipalities, including boroughs, create laws or legislation through use of the ordinance system. An ordinance is a rule or law enacted by local government. A law about trash or weeds or speed limits enacted by the Borough are examples of an ordinance.

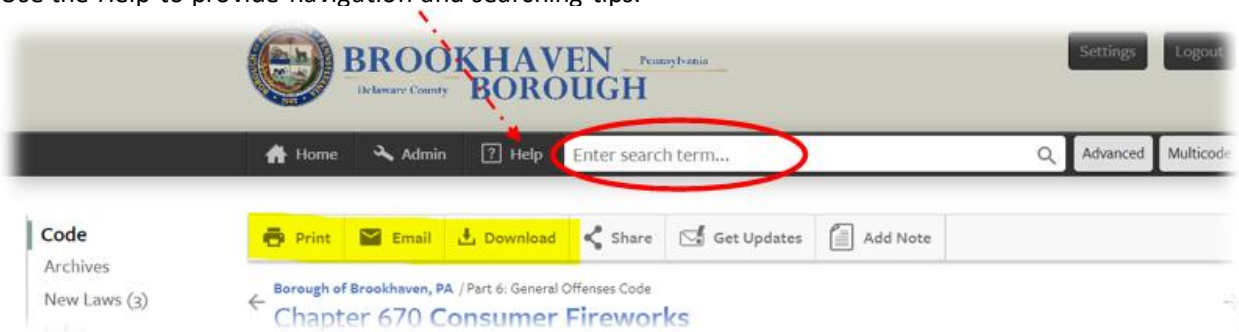
To view the laws that govern our Borough, please access our electronic code by pressing:

Or

Select Borough Codes & Ordinances under Quick Links on our borough's website:



The online electronic code (eCode) is simple and intuitive to use, you simply enter a keyword in the Search field and get the info you need in seconds. The codes can be printed, emailed, and downloaded. Use the Help to provide navigation and searching tips.



If you do not find the information you need or have any questions, please contact the Borough Office at 610-874-2557, x110.

## Community Information

- Parks
  - **Betty Kelley Memorial Walking Trail**, Between Brookhaven Municipal Center and Whitely Road
  - **Eaton Park**, West Maple Avenue (behind Bateman’s Funeral Home)
  - **The Hallie Christine Jackson Butterfly Sanctuary**, Coebourn Boulevard
  - **Jim Durkin Field**, Coebourn Boulevard. (baseball for Teener/Delco leagues)
  - **Memorial Park**, Marshall & Cambridge Roads (baseball fields for Brookhaven Babe Ruth)
  - **Memorial Island/Butterfly Garden**, Cambridge Road
  - **Ralph Garzia Park**, Grant Drive & Coebourn Boulevard (Tot lot)
  - **Samson Park**, Nathan Avenue (softball fields for Brookhaven Girls Softball)
  - **Sommerville Park**, Virginia Avenue (playground)
  
- Churches
  - **Faith Community Church**, 3515A Edgmont Avenue
  - **First Church of God**, 24 Radio Park Lane
  - **Our Lady of Charity Roman Catholic Church**, 231 Upland Road
  - **Real Church (Assembly of God)**, 301 Edwards Drive
  - **Slavic Evangelical Baptist Church**, 415 Edwards Drive
  
- Schools
  - [Penn Delco School District](#), Admin. Bldg. 2821 Concord Road, Aston, PA 610-497-6300
    - **Coebourn Elementary**, 1 Coebourn Boulevard, Brookhaven
    - **Parkside Elementary**, 2 E. Forestview Road, Parkside
    - **Northley Middle School**, 2801 Concord Road, Aston
    - **Sun Valley High School**, 2881 Pancoast Avenue, Aston
  - **The Christian Academy**, 4301 Chandler Drive, Brookhaven
  
- Voting Polls
  - **1st Precinct** – Brookhaven Municipal Center – Cambridge Road
  - **2nd Precinct** – Brookhaven Municipal Center – Cambridge Road
  - **3rd Precinct** – Real Church – Edwards Drive
  - **4th Precinct** – Brookhaven Municipal Center – Cambridge Road
  - **5th Precinct** – Brookhaven Municipal Center – Cambridge Road
  - **6th Precinct** – Brookhaven Municipal Center – Cambridge Road