



Silver Ridge Park North HOA
101 Westport Drive
Toms River, NJ 08757

Police Non-Emergency: 732-341-6600

Tony Borelli: 732-672-9226

Mark Cosenzo: 609-709-0060

AREA CAPTAIN GUIDELINES

As an area Captain you should be involved in watching over your immediate street, neighborhood, and community for everything of an unusual nature. This includes criminal acts, accidents, suspicious activities, and anything that just looks wrong.

- ❖ REMEMBER – never try to apprehend someone committing a crime. **CALL 9-1-1** to report it.
- ❖ REMEMBER – the police prefer you call them for any suspicious situation.

YOUR FUNCTIONS INCLUDE

1. Observe how your neighborhood functions normally. This sets your mental frame of mind to recognize changes.
2. If you notice garbage cans not being taken in or out, call or visit your neighbor to be sure they are ok. If you can't reach them let the **POLICE** investigate only.
3. If you see or a neighbor calls, to tell you of a crime in progress, **CALL 9-1-1** and give details.
4. If you see a suspicious car or a car just parked out of place, get the plate number. **CALL the Police** to check it out.

5. If you see a suspicious person such as someone who just does not belong or is stumbling as they walk, etc. just **CALL the POLICE**, they will investigate if this person is a problem or has a medical need.
6. If you notice newspapers or mail not being picked up, call or visit your neighbor to find out why and if they're ok. If you can't reach them let the **POLICE INVESTIGATE the why**.
7. If a property is being left unattended, lawn not cut, etc. again check it out with a phone call or visit. If no response, **CALL the Police** to check it out.
8. If you notice that the garage door is continually left open, especially at night, call your neighbor. If you do not get a response, ask the **POLICE to investigate**.
9. If anything of an annoyance continues such as a barking dog after hours that seems unacceptable, ask the **POLICE to investigate**.
10. If you notice damage at a neighbor's house, call and ask if everything is ok. This could be like a broken window that you noticed. If there is no response, ask the **POLICE to investigate**.
11. Take walks around your streets and if a neighbor is outside that does not know you, introduce yourself and let them know you function as an area captain.
12. As an area Captain, be a good neighbor, let folks in your area know you are there to be reached for support and you can check things out that they notice just do not seem right.

After you contact **9-1-1** or the **Police**, please contact Tony Borelli. Tony will contact Mark Cosenzo who will notify the Board of Trustees.