



TOWN OF DOVER

MAYOR AND BOARD OF ALDERMEN

CAUCUS MEETING MINUTES AUGUST 28, 2018 7:00 PM

The Caucus Meeting of the Mayor and Board of Aldermen was held in council chambers, 37 N. Sussex Street, Dover, New Jersey.

Mayor Dodd called the meeting to order at 7:00 PM

ROLL CALL:

Present: Aldermen Visioli, Picciallo, Romaine, Blackman, Toth, O'Connor, Camacho and Mayor Dodd

Absent: Alderman MacDonald

Also present were Administrator Donald Travisano, Town Attorney Daniel Antonelli and Municipal Clerk Tara Pettoni.

Municipal Clerk Tara Pettoni stated adequate notice was given to the official newspaper.

SUNSHINE LAW STATEMENT

In accordance with the provisions set forth in the Open Public Meeting Law, notification of this meeting has been sent to all officially designated Town newspapers and notice is posted in the Town Hall.

MUNICIPAL CORRESPONDENCE:

1. Received from NJ League of Municipalities—Weekly Update—August 17, 2018
2. Received from NJ League of Municipalities—Weekly Update—August 24, 2018
3. Received from the NJDEP—Re: AFS Conference

CONSENT AGENDA

1. Resolution Approving Taxi Cab Driver's Licenses as per Schedule A
2. Resolution Approving Limousine Operator Licenses as per Schedule A
3. Resolution Approving Chapter 159
4. Resolution Authorizing a Waiver of Sewer Fees – 41 Beech Street
5. Resolution Approving Tax Sale—110 S. Salem Street
6. Resolution Approving Tax Sale—50 Reservoir Avenue
7. Resolution Approving Annual Dance License—Tequila 55 Bistro Grill
8. Corrected Resolution Identifying CDBG Fair Housing Officer for Small Cities Community Block Grant for a Public Facilities Projects

RESOLUTIONS

1. Resolution Approving Bills List
2. Resolution Approving Personnel Action – Crossing Guards
3. Resolution Awarding a Contract to Downtown Decorations
4. Resolution Authorizing a State Contract Agreement with GovDeals for an Auction for the Disposition of Surplus/Used/Scrapped Items of Public Property

**REGULAR MEETING MINUTES
AUGUST 28, 2018**

The Regular Meeting of the Mayor and Board of Aldermen was held in council chambers, 37 N. Sussex Street, Dover, New Jersey.

The meeting was called to order by Mayor Dodd at 7:00 PM

ROLL CALL:

Present: Aldermen Visioli, Picciallo, Romaine, Blackman, Toth, O'Connor, Camacho and Mayor Dodd

Absent: Alderman MacDonald

Also present were Administrator Donald Travisano, Town Attorney Daniel Antonelli and Municipal Clerk Tara Pettoni.

Municipal Clerk Tara Pettoni stated adequate notice was given to the official newspaper.

Mayor Dodd opened the meeting to the public on any agenda items. Seeing no hands and hearing no voices, Mayor Dodd closed the meeting to the public.

CONSENT AGENDA:

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER APPROVING
TAXICAB DRIVER LICENSES**

WHEREAS, applications for taxicab drivers licenses have been made by the people listed on Schedule A attached hereto and made a part hereof; and

WHEREAS, the Police Department of the Town of Dover has reviewed their applications and has advised that there is no prohibition to the issuance of their license; and,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover, County of Morris and State of New Jersey that the taxi driver licenses for those people listed on Schedule A attached hereto and made a part hereof are hereby approved.

SCHEDULE A

CITY LIMO AND TAXI, INC.

Cristian Vasquez

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER APPROVING
LIMOUSINE OPERATOR**

WHEREAS, application for limousine operator license has been made by the person listed on Schedule A attached hereto and made a part hereof; and

WHEREAS, the Police Department of the Town of Dover has reviewed their application and has advised that there is no prohibition to the issuance of their license; and,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover, County of Morris and State of New Jersey that the limousine operator license for those people listed on Schedule A attached hereto and made a part hereof are hereby approved.

SCHEDULE A

FIRST CLASS OF DOVER, INC.

Aristides Vasquez-Mena

CHAPTER 159

WHEREAS, N.J.S. 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made by law and the amount thereof was not determined at the time of adoption of the budget, and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED that the Town of Dover hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2018 in the sum of \$178,729.00; which item is now available as revenue from the US Department of Homeland Security, Assistance to Firefighters Grant – Vehicle Acquisition pursuant to the provisions of statute, and

BE IT FURTHER RESOLVED that a like sum of \$178,729.00 be and the same is hereby appropriated under the caption of:

Public and Private Programs Offset by Revenues:
Department of Homeland Security
Assistance to Firefighters Grant – Vehicle Acquisition

BE IT FURTHER RESOLVED that the sum of \$8,936.00 representing the amount required for the municipality's share of the aforementioned undertaking appears in the 2018 general capital bond ordinance 4/2018.

RESOLUTION AUTHORIZING A WAIVER OF CERTAIN SEWER FEES

WHEREAS, the owner of **41 Beech Street** has contacted Dover Water Commission seeking a waiver for certain Sewer Charges due to a water leak; and

WHEREAS, the owner has corrected the leak and it was verified that the loss of water had not entered the sewer system; and

WHEREAS, he is requesting an adjustment on the sewer portion of his utility bill; and

WHEREAS, the Dover Water Board Commissioners recommend that the owner of account #**202130-0** be credited **\$307.14**.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Board of Aldermen of the Town of Dover that a sewer credit be issued in the amount of **\$307.14**.

RESOLUTION FOR TAX REDEMPTION

WHEREAS, at the Municipal Tax Sale held on May 24, 2018, a lien was sold on Block 2212 Lot 8, also known as 110 S. Salem Street, Dover, New Jersey for delinquent 2017 taxes; and,

WHEREAS, this lien, known as Tax Sale Certificate 17-00012 was sold to SLS 1 LLC; and,

WHEREAS, redemption fees for Certificate No.17-00012 were received in full.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen, Town of Dover, County of Morris, State of New Jersey that the Treasurer is authorized to issue a check in the amount of \$18,529.79 for redemption payment and premium made at time of sale, payable to SLS 1 LLC, 21 Robert Pitt Drive, Suite 207, Monsey, New York 10952.

BE IT FURTHER RESOLVED that two certified copies of this resolution be returned to the Tax Collector.

RESOLUTION FOR TAX REDEMPTION

WHEREAS, at the Municipal Tax Sale held on June 1, 2017, a lien was sold on Block 1001 Lot 1 also known as 50 Reservoir Avenue, Dover, New Jersey for delinquent 2016 taxes; and,

WHEREAS, this lien, known as Tax Sale Certificate 16-00004 was sold to FWDSL & Associates LP; and,

WHEREAS, redemption fees for Certificate No.16-00004 were received in full.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen, Town of Dover, County of Morris, State of New Jersey that the Treasurer is authorized to issue a check in the amount of \$89,793.47 for redemption payment and premium made at time of sale, payable to FWDSL & Associates LP, 17 W Cliff Street, Somerville, NJ 08876.

BE IT FURTHER RESOLVED that two certified copies of this resolution be returned to the Tax Collector.

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE
TOWN OF DOVER APPROVING AN ANNUAL DANCE LICENSE(S)**

WHEREAS Tequila's 55 Bistro Grill located 55 E. Blackwell Street has applied for an Annual Dance License(s) for the period July 1, 2018 - June 30, 2019; and

WHEREAS, the applicant(s) has submitted appropriate licensing fee; and,

WHEREAS, the appropriate municipal departments have reviewed the request and have no objections thereto; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover, County of Morris and State of New Jersey as follows:

1. An annual dance license is hereby granted for the period July 1, 2018 – June 30, 2019 to the following establishments:

SCHEDULE A
Tequila's 55 Bistro Grill

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF
MORRIS, STATE OF NEW JERSEY IDENTIFYING A CDBG FAIR HOUSING OFFICER FOR PUBLIC
FACILITIES PROJECTS**

WHEREAS, the Town of Dover has applied for a Small Cities Community Development Block Grant from the New Jersey Department of Community Affairs (hereinafter DCA) for a public facilities reconstruction project within the Town of Dover; and

WHEREAS, the public facilities project will be constructed in the Penn Avenue, Kensington Avenue, and Arlene Lane area; and

WHEREAS, the Town of Dover must make efforts to affirmatively further fair housing; and

WHEREAS, the Town of Dover has made assurances in the grant agreement that:

1. It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issued thereto; and
2. It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it; and
3. It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
4. It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

NOW, THEREFORE, BE IT RESOLVED that Donald Travisano, Administrator shall be designated as the Fair Housing Officer for the Town of Dover.

BE IT FURTHER RESOLVED that the Fair Housing Officer shall contact the US HUD Regional Office of Housing and Equal Opportunity and the NJ Division of Civil Rights, inform those agencies of his appointment as Fair Housing Officer and request Fair Housing Information; and

BE IT FURTHER RESOLVED that the Fair Housing Officer shall provide fair Housing advisory services and assistance and referral advice to persons requesting such assistance from the Town of Dover; and

BE IT FURTHER RESOLVED that the Town of Dover will publish in the local newspaper of record and post at the Town Hall a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing advisory services.

Alderman Romaine has moved the foregoing resolution be adopted and duly seconded by Alderman Picciallo passed by the following roll call vote.

Ayes: Aldermen Visioli, Picciallo, Romaine, Blackman, Toth, O'Connor, Camacho & Mayor Dodd
Nays: None Absent: Alderman MacDonald Abstained: None

RESOLUTIONS:

BILLS LIST RESOLUTION

WHEREAS, the Mayor and Board of Aldermen of the Town of Dover have examined all bills presented for payment; and

WHEREAS, the Chief Financial Officer has certified that there are sufficient funds in the account(s) to which respective bills have been charged.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Board of Aldermen of the Town of Dover do hereby approve the bills as listed; and

BE IT FURTHER RESOLVED that the proper officials are hereby authorized to sign the checks for payment of same.

CURRENT APPROPRIATIONS RESERVE ACCT claims in the amount of:	\$1,449.50
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$258,132.38
GENERAL CAPITAL ACCT claims in the amount of:	\$56,049.59
WATER UTILITY RESERVE ACCT claims in the amount of:	\$0.00
WATER UTILITY ACCT claims in the amount of:	\$36,514.16
WATER CAPITAL ACCT claims in the amount of:	\$25,983.40
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$131.98
PARKING CAPITAL ACCT claims in the amount of:	\$0.00
ANIMAL CONTROL TRUST ACCT claims in the amount of:	\$0.00
EVIDENCE TRUST ACCT claims in the amount of:	\$0.00
RECYCLING TRUST ACCT claims in the amount of:	\$2,800.00
COUNTY FORFEITED ASSETS TRUST ACCT claims in the amount of:	\$0.00
FEDERAL FORFEITED ASSETS ACCT claims in the amount of:	\$0.00
TRUST/OTHER ACCT claims in the amount of:	\$13,680.73
COAH TRUST ACCT claims in the amount of:	\$0.00
TOTAL CLAIMS TO BE PAID	<u>\$394,741.74</u>

WHEREAS, the Town Administrator has certified that these services meet the criteria established by law and the regulations governing the award of contracts for EUS; and

WHEREAS, the Town has determined that Downtown Decorations, Inc. can provide the materials and services that the Town desires; and

WHEREAS, pursuant to the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.), as an award of a contract for “extraordinary, unspecifiable services” without competitive bids, this resolution and subsequent contract will be maintained on file in the office of the municipal clerk and available for public inspection; and

WHEREAS, the Chief Financial Officer has certified that available funds exist and the project will be funded from Capital Accounts and said certificate of availability of funds has been prepared and is on file in the office of the municipal clerk; now, therefore, be it

RESOLVED by the Mayor and the Board of Aldermen of the Town of Dover, Morris County, New Jersey as follows:

1. The Mayor and the Board of Aldermen hereby authorize the execution of a Contract with Downtown Decorations, Inc., 672 Joy Road, East Syracuse, New York 13057 for the provision of the design, purchase, installation, removal and storage of winter holiday decorations, in the Town of Dover, for a period of up to two years in an amount not to exceed \$319, 372.00.
2. This contract is awarded without competitive bidding as an “extraordinary unspecifiable service” in accordance with N.J.S.A. 40A:11-5(1) (a)(ii), known as the Local Public Contracts Law and the rules and regulations set forth by the New Jersey Department of Community Affairs, Division of Local Government Services in N.J.A.C. 5:34-2.1, et seq.

Alderwoman Romaine has moved the foregoing resolution be adopted and duly seconded by Alderman Visioli by the following roll call vote.

Ayes: Aldermen Visioli, Picciallo, Romaine, Blackman, Toth, O’Connor, Camacho & Mayor Dodd
Nays: None Absent: Alderman MacDonald Abstained: None

RESOLUTION OF THE MAYOR & BOARD OF ALDERMEN OF THE TOWN OF DOVER
AUTHORIZING AN AGREEMENT UNDER STATE CONTRACT WITH GOVDEALS, INC. FOR THE
DISPOSAL BY AUCTION OF SURPLUS PROPERTY

WHEREAS, the Town of Dover is the owner of certain surplus property which is no longer needed for public use, and

WHEREAS, the Town is desirous of selling said surplus property in an “as-is” condition without express or implied warranties.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover as follows:

1. The sale of the surplus property shall be conducted through GovDeals, Inc. pursuant to State Contract A-83453/T-2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals, Inc. are available online at govdeals.com and also available from the Town of Dover, Municipal Clerk.
2. The sale will be conducted online and the internet address of the auction site is govdeals.com.
3. The sale is being conducted pursuant to Local Finance Notice 2008-21R.
4. A list of the surplus property to be sold at auction is as follows: See Schedule A for a complete list of items.
5. The surplus property as identified shall be sold in “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
6. The Town reserves the right to accept or reject any bid submitted.

Aldерwoman Romaine has moved the foregoing resolution be adopted and duly seconded by Alderman Picciallo by the following roll call vote.

Ayes: Aldermen Visioli, Picciallo, Romaine, Blackman, Toth, O'Connor, Camacho & Mayor Dodd

Nays: None

Absent: Alderman MacDonald

Abstained: None

Mayor Dodd opened the meeting to the public.

Seeing no hands and hearing no voices, Mayor Dodd closed the meeting to the public and asked for a motion to adjourn.

Mayor Dodd made the motion to adjourn at 7:10 PM and Aldерwoman Romaine the motion and duly seconded and passed it by the following voice vote.

Respectfully submitted,

Tara Pettoni, Municipal Clerk