



**TOWN OF DOVER**  
**MAYOR AND BOARD OF ALDERMEN**  
**CAUCUS MEETING MINUTES**  
**DECEMBER 12, 2017 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, MacDonald, Toth, O'Connor, Camacho and Mayor Dodd

Also present were Administrator Donald Travisano, Attorney Timothy Downs and Deputy Municipal Clerk Tara Pettoni.

Deputy 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.

**DOVER HIGH SCHOOL BAND RECOGNITION**

The High School Marching Band was recognized for their recent achievements at the Randolph High School competition. The Marching Band swept all categories and earned 1<sup>st</sup> place awards in 4 separate groups. These categories consisted of Best Music, Best Percussion, Best Color Guard and First Place in the Division.

**MUNICIPAL CORRESPONDENCE:**

1. Received from NJ League of Municipalities—Weekly Update
2. Received from Borough of Wharton—Ord. 17-17 to Amend Chapter 165, Article XI, Section 90 and 165B Schedule XI-1 of the Revised General Ordinances
3. Received from Rockaway Township—Ord. 17-12 to Amend Chapter 54—“Land Use & Development Regulations”

**CONSENT AGENDA**

1. Resolution Approving the Minutes for the November 28, 2017 Caucus and Regular
2. Resolution Approving Taxis as per Schedule A
3. Resolution Approving a Transfer Resolution

**ORDINANCE(S) FOR SECOND READING**

1. Ord. No 28-2017 – Amending and Supplementing Article XXVIII of the Town Code Entitled Parking—Ald. Visioli
2. Ord. No. 29-2017 – Amending Article I of the Town Code Entitled Police Department Organization & Membership—Ald. Visioli
3. Ord. No. 30-2017 – Amending Table of Organization of the Dover Fire Department—Ald. Romaine

**RESOLUTIONS**

1. Resolution Approving Bills List
2. Resolution Approving a Tax Redemption – 120 E. Blackwell Street
3. Resolution Approving a Salary Resolution
4. Resolution Authorizing a Chapter 159 Budget Amendment for a Special Item of Revenue
5. Resolution Authorizing the Execution of an Agreement with St. Clare’s Emergency Medical Services for Medical Direction & Training

**REGULAR MEETING MINUTES  
DECEMBER 12, 2017**

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, MacDonald, Toth, O'Connor, Camacho and Mayor Dodd

Also present were Administrator Donald Travisano, Attorney Timothy Downs and Deputy Municipal Clerk Tara Pettoni.

Deputy 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 FOR APPROVAL OF MINUTES**

**WHEREAS**, in accordance with the provisions set forth in the Open Public Meeting Law, annual notice has been provided for all Mayor and Board of Aldermen meetings; and

**WHEREAS**, the Mayor and Board of Aldermen of the Town of Dover held their Public Meetings, and minutes of those meetings were transcribed.

**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 for approval the minutes for the following meetings:

**November 28, 2017 – Caucus & Regular**

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER  
APPROVING TAXIS/LIMOS TO BE LICENSED IN THE TOWN OF DOVER**

**WHEREAS**, the following companies, have applied for a license to operate the vehicle(s) listed below on Schedule A hereto and made a part hereof as taxicab(s)/limo(s) in the Town of Dover; and

**WHEREAS**, the appropriate municipal departments have reviewed the application(s) as required and have no objections to same being licensed as taxicab(s)/limo(s);

**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 taxicab(s)/limo(s) listed below are hereby approved for taxi/limo license(s) in the Town of Dover.

**Schedule A**

**CITY LIMO & TAXI INC.**

2006 LINCOLN	Y605524	OL2355K	LIMO #018 (New)
2003 FORD	A01001	OL3748J	LIMO #40 (Renewal)
2012 CHRYSLER	N295661	OT313A	TAXI #54
2011 HYUNDAI	H295330	OT312A	TAXI #55
2011 CHEVY	F126677	OT311A	TAXI #56

**TRANSFER RESOLUTION**

**WHEREAS**, there appears to be insufficient funds in the following accounts (excepting the Appropriation of Contingent Expenses or Deferred Charges) to meet the demands thereon for the balance of the year, viz: 2017

Engineering S & W                                      Construction S & W                                      Health S & W

**WHEREAS**, there appears to be a surplus in the following accounts (excepting the Appropriation for Contingent Expenses, Down Payments and Capital Improvement Fund) over and above the demand necessary for the balance of the year, viz: 2017

Solid Waste & Recycling OE                                      Code Enforcement S & W

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Board of Aldermen of the Town of Dover (not less than two thirds of all members thereof affirmatively concurring) that in accordance with the provision of R.S. 40A:4-58, part of the surplus in the accounts heretofore mentioned be and the same are hereby transferred to the account (excepting the Appropriation for Contingent Expenses or Deferred Charges) mentioned as being sufficient to meet the current demands; and

**BE IT FURTHER RESOLVED** that the Treasurer be and she is hereby authorized to make the following transfers:

FROM		TO	
Solid Waste & Recycling OE	10,200.00	Engineering S & W	13,000.00
Code Enforcement S & W	7,300.00	Construction S & W	2,000.00
		Health S & W	2,500.00
<b>Total</b>	<b>17,500.00</b>	<b>Total</b>	<b>17,500.00</b>

**Alderwoman 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, MacDonald, Toth, O’Connor, Camacho & Mayor Dodd**  
**Nays: None                                      Absent: None                                      Abstained: None**

**ORDINANCE NO. 28-2017**

**AN ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING ARTICLE XXVIII OF THE REVISED GENERAL CODE OF THE TOWN OF DOVER ENTITLED “PARKING”, CHAPTER G “PROHIBITED PARKING”**

**WHEREAS**, pursuant to *N.J.S.A.40:48-2*, the governing body of a municipality may make, amend, repeal, and enforce such other ordinances, regulations, rules and by-laws not contrary to the laws of this State or of the United States, as it may deem necessary and proper for the good government, order and protection of person and property, and for the preservation of the public health, safety and welfare of the municipality and its inhabitants, and as may be necessary to carry into effect the powers and duties conferred and imposed by this subtitle, or by any law; and

**WHEREAS**, it has been determined by the Mayor and Board of Alderman that the current parking restrictions on Summer Avenue should be amended to promote public safety and welfare;

**NOW, THEREFORE BE IT ORDAINED** by the Mayor and Board of Aldermen of the Town of Dover, County of Morris and State of New Jersey that Article XXVIII of the Revised General Code of the Town of Dover entitle “Parking, Chapter G, entitled “Prohibited Parking” is hereby amended and supplemented as follows:

**SECTION 1.** The current restrictions prohibiting parking on Summer Avenue is hereby stricken from the Code. Ordinance 05-1995 is hereby repealed.

**SECTION 2.** Article XXVII entitled “Parking”, Chapter G, entitled “Prohibited Parking” is here by amended and supplement to include:

**NAME OF STREET                                      SIDES                                      LOCATION**

Summer Avenue

Both

Entire Length

- A. Beginning at 8:00 a.m. on even numbered days until 8:00 a.m. the following day, parking shall be permitted on the north side of Summer Avenue (even numbered homes) beginning at the intersection of South Morris Street to its terminus. Parking is not permitted on the south side of Summer Avenue (odd numbered homes) on these days.
- B. Beginning at 8:00 a.m. on odd numbered days until 8:00 a.m. the following day, parking shall be permitted on the south side of Summer Avenue (odd numbered homes) beginning at the intersection of South Morris Street to its terminus. Parking is not permitted on the north side of Summer Avenue (even numbered homes) on these days.

**SECTION 3.** Whenever snow has fallen and the accumulation is such that it covers the street, an emergency shall exist and no vehicle shall be parked on Summer Avenue. The above parking prohibition shall remain in effect after the snow has ceased, until the streets have been plowed sufficiently and to the extent that parking will not interfere with the normal flow of traffic.

**SECTION 4.** The effectiveness of this Ordinance is contingent on signs being erected as required by law.

**SECTION 5.** Unless another penalty is expressly provided by New Jersey Statute, every person convicted of a violation or provision of this ordinance or any supplement thereto should be liable to a penalty of not more than fifty dollars (\$50.00) or imprisoned for a term not exceeding 15 days or both.

**SECTION 6.** All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistencies.

**SECTION 7.** If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

**SECTION 8.** The Ordinance shall take effect in accordance with law.

**Alderman Visioli has moved the foregoing resolution be adopted and duly seconded by Alderman Camacho passed by the following roll call vote.**

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

**ORDINANCE NO. 29-2017**

**AN ORDINANCE BY TOWN OF DOVER CONCERNING THE DOVER POLICE DEPARTMENT AND AMENDING THE CODE OF THE TOWN OF DOVER ENTITLED POLICE DEPARTMENT, "ARTICLE I, ORGANIZATION AND MEMBERSHIP" AND "ARTICLE V, TABLE OF ORGANIZATION".**

**WHEREAS**, the Town of Dover has determined that substantial changes to the organization of its police department are necessary;

**WHEREAS**, the Town's Mayor and Board of Alderman have reviewed and updated the "Police Department" section of its Code;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Board of Aldermen as follows:

**SECTION 1.** Chapter 57, Article I, and Article V, of the Town of Dover, County of Morris and State of New Jersey are hereby repealed.

**SECTION 2.** A NEW Chapter 57, Article I, of the "Code of the Town of Dover", as set forth on Exhibit A attached hereto and made a part hereof, is hereby adopted to set forth the basic structure, powers and duties of the Dover Police Department, and to replace the aforementioned provisions of the "Code of the Town of Dover."

**SECTION 3.** All ordinances and resolutions or parts thereof inconsistent with this Ordinance are repealed.

**SECTION 4.** If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portion thereof.

**SECTION 5.** This Ordinance shall take effect upon its final adoption and publication as provided for by law. The provisions of the attached Chapter 57, Article I, shall be applicable within Dover upon taking effect and shall become a part of the new Dover Town Code once completed and adopted.

**Alderman Visioli 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, MacDonald, Toth, O'Connor & Mayor Dodd**  
**Nays: None Absent: None Abstained: Alderman Camacho**

**ORDINANCE NO. 30-2017**  
**AN ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AMENDING THE TABLE OF ORGANIZATION OF THE FIRE DEPARTMENT – UNIFORMED DIVISION**

**BE IT ORDAINED** by the Mayor and Board of Aldermen of the Town of Dover, County of Morris and State of New Jersey that the Table of Organization of the Dover Fire Department – Uniformed Division be amended in its entirety to read as follows:

**SECTION 1. Table of Organization**

Fire Captain (Second Level Supervisor)
Fire Lieutenant (First Level Supervisor)
Fire Fighter

**SECTION 2.**

All ordinances or parts of ordinances inconsistent with the provisions of this ordinance be and the same are hereby repealed.

**SECTION 3.**

If any portion or clause of this ordinance is declared invalid for any reason whatsoever, same shall not affect the validity or constitutionality of any other part or portion of this ordinance.

**SECTION 4.**

The Ordinance shall take effect in accordance with law.

**Alderwoman 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, MacDonald, Toth, O'Connor, Camacho & Mayor Dodd**  
**Nays: None Absent: None Abstained: None**

**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:	\$10,892.86
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$700,249.09
GENERAL CAPITAL ACCT claims in the amount of:	\$350,826.21
WATER UTILITY RESERVE ACCT claims in the amount of:	\$0.00
WATER UTILITY ACCT claims in the amount of:	\$62,288.74
WATER CAPITAL ACCT claims in the amount of:	\$58,511.00
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$8,581.11
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:	\$0.00
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:	\$167,646.32
COAH TRUST ACCT claims in the amount of:	\$0.00
<b>TOTAL CLAIMS TO BE PAID</b>	<b>\$1,358,995.33</b>

BE IT FURTHER RESOLVED that the following claims have been paid prior to the Bill List Resolution in the following amounts:

TRUST/OTHER ACCT claims in the amount of:	\$0.00
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$0.00
GENERAL CAPITAL ACCT claims in the amount of:	\$574.63
WATER UTILITY OPERATING claims in the amount of:	\$0.00
<b>TOTAL CLAIMS PAID</b>	<b>\$574.63</b>

**TOTAL BILL LIST RESOLUTION** **\$1,359,569.96**

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

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

**RESOLUTION FOR TAX REDEMPTION**

**WHEREAS**, at the Municipal Tax Sale held on June 18, 2015, a lien was sold on Block 1902 Lot 6 also known as 120 E Blackwell Street, Dover, New Jersey for delinquent 2014 taxes; and,

**WHEREAS**, this lien, known as Tax Sale Certificate 14-00035 was sold to SLS 1 LLC; and,

**WHEREAS**, redemption fees for Certificate No.14-00035 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 \$264,194.68 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.

**Alderman Visioli 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, MacDonald, Toth, O'Connor, Camacho & Mayor Dodd**  
**Nays: None**                      **Absent: None**                      **Abstained: None**

**SALARY RESOLUTION**

**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. That the annual, hourly salaries and wages as set forth hereunder be and hereby are established for the officials and listed employees of the Town of Dover at the respective sums shown following their names and or position designation following their name listed below.
2. This resolution directs the Treasurer of the Town of Dover to withhold such monies from individual salaries and wages so there is no advance payment of salaries and wages and annual sums may be adjusted through December 31, 2018.

Boris G. Sanchez, Police Officer	\$91,330	1/1/18
Juan C. Concepcion, Police Officer	\$53,753	1/1/18
Robert M. Fenske, Police Officer	\$47,486	1/1/18
Jarrold M. Dillard, Police Officer	\$47,486	1/1/18
Francisco J. Aragon, Police Officer	\$47,486	1/1/18

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

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

**CHAPTER 159 RESOLUTION**

**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 2017 in the sum of \$7,200.00; which item is now available as revenue from the State of New Jersey, Department of Law and Public Safety, Detective Matthew L. Tarentino Community Policing Grant Program pursuant to the provisions of statute, and

**BE IT FURTHER RESOLVED** that a like sum of \$7,200.00 be and the same is hereby appropriated under the caption of:

Public and Private Programs Offset by Revenues:  
Detective Matthew L. Tarentino Community Policing Grant Program

**Alderwoman 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, MacDonald, Toth, O'Connor, Camacho & Mayor Dodd  
Nays: None                      Absent: None                      Abstained: None**

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS AND STATE OF NEW JERSEY AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH ST. CLARE'S EMERGENCY MEDICAL SERVICES FOR MEDICAL DIRECTION AND TRAINING**

**WHEREAS**, the Town of Dover and St. Clare's desire to enter into an agreement for Medical Services and Training; and

**WHEREAS**, BLS Agency is a New Jersey licensed physician that has the skills and experience to offer training for various emergency medical services and to serve as medical director for basic life support ambulance service providers in New Jersey; and

**WHEREAS**, BLS Agency is the owner and operator of a basic life support service that is or intends to be licensed as a basic life support ambulance service provider by the New Jersey Department of Health, Office of Emergency Medical Services (“DOH”), and desires for Provider to provide training to certain of its employees and personnel and serve as Medical Director to provide medical consultation, as needed, and medical direction of the administration of the BLS services related to the above indicated programs; and

**WHEREAS**, this Agreement shall commence on the Effective Date and shall continue for a period of one (1) year; and

**WHEREAS**, these services will not incur a cost to the Town of Dover; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Board of Alderman of the Town of Dover, County of Morris, in the State of New Jersey, that the Mayor and Clerk are authorized to enter into an agreement with BLS Agency for EMT Medical Services and Training.

**Alderman Picciallo has moved the foregoing resolution be adopted and duly seconded by Alderman O’Connor passed by the following roll call vote.**

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

Mayor Dodd opened the meeting to the public.

**Karen Gorski**—9 Summer Avenue—Ms. Gorski expressed concern regarding Ordinance #28-2017 amending the parking on Summer Avenue. She felt as though the residents have a parking system already in place. Ms. Gorski also mentioned that the wording of the ordinance is unclear and police enforcement is needed during the day for speeding and not for parking issues.

**Brian Gorski**—9 Summer Avenue —Mr. Gorski also expressed concern regarding Ordinance #28-2017. He mentioned that he’s personally unsure if the day is an odd or even day which would make the new parking rules and regulations difficult to follow. He feels as though the surrounding streets are narrow and need to be enforced as well. Mr. Gorski also mentioned that possibly posting signage for Sunday would be helpful.

*Mayor Dodd made the motion to adjourn at 7:38 PM and Alderwoman Romaine the motion and duly seconded and passed it by the following voice vote.*

**Respectfully submitted,**

**Tara Pettoni, Deputy Municipal Clerk**