



**TOWN OF DOVER**  
**MAYOR AND BOARD OF ALDERMEN**  
**CAUCUS MEETING MINUTES**  
**August 12, 2014 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

All joined in the Pledge of Allegiance to the Flag.

**ROLL CALL:**

Present: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui, MacDonald and Mayor Dodd

Absent: Alderman Visioli and Alderwoman Romaine

Also present were Deputy Clerk Maria Coppinger, Administrator Donald Travisano and Attorney Mason

Clerk Coppinger 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. Ordinance from the Township of Mine Hill re: Amending Chapter 25...Regulation of signs within the Township
2. Resolution from the Borough of Netcong re: to Support Promoting the Preservation, Growth and Development of our New Jersey Military Facilities
3. Notice of Hearing – WPG Rockaway Commons – 343 Mt. Hope Avenue – Rockaway Township Planning Board
4. Morris County Economic Development Corporation presents: The 10<sup>th</sup> Annual Business & Municipal Growth Forum on September 16, 2014

**CONSENT AGENDA**

1. Resolution Approving Raffle License – Schedule A
2. Resolution Approving One-Day Social Affair Permit for Casa Puerto Rico, Inc. on 9/13/14
3. Resolution Approving Tax Redemption for 305 E. McFarlan Street
4. Resolution Approving Tax Redemption for 120 Myrtle Avenue
5. Resolution Approving Liquor License Renewal – Blackwell Street Café, Inc.
6. Resolution Approving Corrective Action Plan
7. Resolution Designating Public Agency Compliance Officer – Donald Travisano
8. Resolution Appointing a Fund Commissioner for the Morris County Municipal Joint Insurance Fund – Donald Travisano
9. Resolution Appointing a Fund Commissioner for the North Jersey Municipal Benefits Fund – Donald Travisano

Mayor Dodd noted that items #7, 8, 9 on the consent agenda are appointments.

**ORDINANCE FOR SECOND READING/PUBLIC HEARING**

1. Ord. 18-2014 – Providing for a Handicapped Parking Space at 73 W. Blackwell Street

**AGENDA ITEMS:**

**RESOLUTIONS**

1. Resolution Approving Bills List
2. Resolution Approving Limos – Schedule A
3. Resolution Authorizing a Review of Compliance with Prior Annual Continuing Disclosure Obligations and Participation in the Securities and Exchange Commission's Municipalities Continuing Disclosure Cooperation Initiative
4. Resolution Approving Mayor and Board of Aldermen Meeting Minutes for June 10, 2014
5. Resolution Approving Mayor and Board of Aldermen Meeting Minutes for June 24, 2014

Alderman Picciallo abstained from line item #14-01566 on the bills list.

**REGULAR MEETING MINUTES**  
**August 12, 2014**

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 7:02 pm

**ROLL CALL**

Present: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui, MacDonald and Mayor Dodd

Absent: Alderman Visioli and Alderwoman Romaine

Also present were Deputy Municipal Clerk Maria Coppinger, Administrator Donald Travisano and Attorney Mason

Deputy Clerk Coppinger 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.

**MAYOR'S REPORT:** Mayor Dodd mentioned the following in his report:

- Mayor Dodd welcomed our new administrator, Don Travisano and expressed that Mr. Travisano has his work cut out for him but he's confident that it will be accomplished.
- Mayor Dodd noted that they have a list of capital projects for 2014 and this year they will approach things differently. Typically, when streets are paved, it's usually done from top to bottom (curb, drainage, etc.). However, due to the harsh winter and a lot of streets in terrible condition, the town will focus more on milling and paving and will not perform curb and drainage repairs due to the cost. Next week, the engineer and assistant engineer will tour the town for streets in need of repair.
- There's a meeting on Thursday to discuss landscaping plans for Hurd Park
- Mayor Dodd noted that the equipment for JFK Park has been ordered and hopes to have it installed before the end of the year.
- A Request for Proposal (RFP) is currently available for a new soccer field at Crescent Field Park.
- A meeting with County Administrator Mr. John Bonanni has been scheduled to discuss some county issues.
- A meeting with a Risk Management Consultant has been scheduled.
- A meeting has been scheduled for a new message board for JFK Park and Town Hall (front entrance).
- Mayor Dodd mentioned the passing of previous board member and Mayor, Charles Whitehead. He expressed his thoughts and prayers to his family.
- Mayor Dodd welcomed Mr. Mike Obremski from Jersey Central Power and Light (JCP&L) and thanked him for all of his assistance.

Alderwoman Yzarnotegui reminded the public about the movie night on Friday.

**ATTORNEY REPORT:** No Report

**CONSENT AGENDA**

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

**WHEREAS**, the below listed organizations have applied for a Raffle/Bingo License; and

**WHEREAS**, such licenses have been reviewed by the appropriate departments and found to meet with all of the requirements and conditions of the municipality;

**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:

The below listed raffles for the date set forth following their names are hereby approved:

**Schedule A**

**College Club of Dover**

To be held December 2, 2014  
(Off-Premise Raffle)

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

**Ayes: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui, MacDonald and Mayor Dodd**  
**Nays: None Absent: Alderman Visioli and Romaine Abstained: None**

**RESOLUTION**

**WHEREAS**, Casa Puerto Rico, Inc., filed an application for their **seventh** Special Permit for a Social Affair to be held at the 50 W. Blackwell Street; and

**WHEREAS**, Casa Puerto Rico, Inc., a non-profit organization is permitted to have twenty-five events per year; and

**WHEREAS**, the Police Chief will determine what special conditions if any are needed.

**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 following applications for Alcoholic Beverage Social Affair Permit(s) be approved:

1. Casa Puerto Rico is approved for an event to be held on Saturday, September 13, 2014 (#7) from 7:00 pm through 2:00 am.
2. This approval is conditioned upon security satisfactory to the Town of Dover Chief of Police being in place for this event.

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

**Ayes: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui, MacDonald and Mayor Dodd**  
**Nays: None Absent: Alderman Visioli and Romaine Abstained: None**

**RESOLUTION**

**WHEREAS**, at the Municipal Tax Sale held on December 5, 2013, a lien was sold on Block 2007 Lot 3 also known as 305 E Mc Farlan Street, Dover, New Jersey for delinquent 2012 taxes; and,

**WHEREAS**, this lien, known as Tax Sale Certificate 12-00017 was sold to Crestar Capital, LLC; and,

**WHEREAS**, redemption fees for Certificate No.12-00017 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 be authorized to issue a check in the amount of \$20,771.60 for redemption payment and premium made at time of sale, payable to US Bank CUST for Crestar Capital LLC, 2 Liberty Place, - 50 South 16<sup>th</sup> Street, Suite 1950, Philadelphia, PA. 19102.

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

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

**Ayes: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui, MacDonald and Mayor Dodd**  
**Nays: None Absent: Alderman Visioli and Romaine Abstained: None**

**RESOLUTION**

**WHEREAS**, the herein named duly filed applications for renewal of their Alcoholic Beverage Licenses for their respective premises as shown on Schedule A for July 1, 2014 to June 30, 2015; and

**WHEREAS**, no objections have been received from the public; and

**WHEREAS**, the required fees have been paid and all premises have been inspected and approved by the Police Department, Board of Health and the Bureau of Fire Prevention.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Board of Aldermen of the Town of Dover that said applications be approved and that the respective licenses be granted; and

**BE IT FURTHER RESOLVED** that the Town Clerk or Director in the case of a conflict license be and hereby is authorized to issue license certificates accordingly as listed below.

**SCHEDULE A**  
**2014/2015 LIQUOR LICENSE(S)**

BLACKWELL STREET CAFE, INC.

MURRAY'S  
111 E. BLACKWELL ST.

1409-33-008-004

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

**Ayes: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui, MacDonald and Mayor Dodd**  
**Nays: None      Absent: Alderman Visioli and Romaine      Abstained: None**

**CORRECTIVE ACTION PLAN**

**WHEREAS**, THE 2013 Annual Audit of the Town of Dover, conducted by Nisivoccia LLP, contained certain recommendations requiring action; and

**WHEREAS**, these recommendations have been reviewed by the Town's Chief Financial Officer; and

**WHEREAS**, the Chief Financial Officer has prepared a Corrective Action Plan for the findings and conditions of the 2013 Audit;

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Board of Aldermen of the Town of Dover that the Correction Action Plan for the 2013 Annual Municipal Audit, hereto attached, is hereby approved and accepted; and

**BE IT FURTHER RESOLVED** that the Municipal Clerk is hereby directed to transmit a certified copy of this resolution and its attachments to the New Jersey Division of Local Government Services.

**MUNICIPAL COURT**

Finding/Condition:

There were instances in which funds were turned over to agencies after the 15<sup>th</sup> day of the following month.

Recommendation:

It is recommended that all funds be remitted to the agencies by no later than the 15<sup>th</sup> day of the following month in which the funds are collected.

Explanation and Corrective Action:

This occurred due to employee absences (vacations/illnesses). The Court will continue to get the checks out as soon as the reports are printed to avoid delays.

Implementation Date: 7/2014

**LIBRARY**

Finding/Condition:

1. Overall, there appears to be inadequate control over incoming receipts. Prenumbered receipts are only issued for collections over \$1.
2. The petty cash fund is not maintained at the authorized fund amount or closed out at year end.
3. A reconciliation of the bank account for the library was not performed on a monthly basis during the year.

Recommendation:

1. Prenumbered receipts be issued for all collections; or a cash register be obtained and utilized for all receipts.
2. The excess in the petty cash fund be turned over to the fines and fees account. The petty cash fund be closed out at year end.
3. Bank reconciliations be performed on a monthly basis.

Explanation and Corrective Action:

1. The library will be replacing its cash register, which had been damaged beyond repair in the microburst storm of 7/7/13. In the meantime, the library will continue to issue prenumbered receipts.
2. The library will close-out the petty cash fund at year-end, with any excess turned-over to the fines and fees account.
3. Bank reconciliations will continue to be done on a monthly basis.

Implementation Date: 7/30/14

Accounting Procedures

Clerk's receipts were not being deposited within the forty-eight hour statutory guideline.

It is recommended that all receipts be deposited within 48 hours for the Clerk.

Clerk's receipts will be deposited with the 48 hour statutory guideline.

#### Community Development Block Grant

Expenditure records for the Community Development Block Grant maintained by the Town of Dover do not agree with the records of the third party grant administrator.

It is recommended that all requests for reimbursements match the respective expenditure lines as they are charged in the accounting software.

The Town will reconcile the information provided to them by the third party grant coordinator, to ensure that all expenses are properly accounted for and are in agreement with the Town's accounting records.

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

**Ayes: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui, MacDonald and Mayor Dodd**  
**Nays: None Absent: Alderman Visioli and Romaine Abstained: None**

#### **RESOLUTION OF THE GOVERNING BODY** **CERTIFICATION OF THE ANNUAL AUDIT**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have an annual audit of its books, accounts and financial transactions, and

WHEREAS, The Annual Report of Audit for the year 2012 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the Annual Audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum the Annual Report of Audit and specifically the sections of the Annual Audit entitled "Comments and Recommendations" as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB -52- to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE BE IT RESOLVED, That the Mayor and Board of Aldermen of the Town of Dover, hereby states that it has complied with N.J.A.C.5:30-5.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

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

**Ayes: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui, MacDonald and Mayor Dodd  
Nays: None     Absent: Alderman Visioli and Romaine     Abstained: None**

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER  
DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICER FOR THE TOWN OF DOVER**

**WHEREAS**, N.J.A.C. 17:27-3.5 requires that each public agency designate annually an individual to serve as its Public Agency Compliance Officer (P.A.C.O.).

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, NJ that Donald J. Travisano, Town Administrator is hereby designated **PUBLIC AGENCY COMPLIANCE OFFICER** for the year 2014.

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

**Ayes: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui, MacDonald and Mayor Dodd  
Nays: None     Absent: Alderman Visioli and Romaine     Abstained: None**

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER  
APPOINTING A FUND COMMISSIONER(S) FOR THE NORTH JERSEY MUNICIPAL BENEFITS FUND**

**WHEREAS**, there exists a need for a Commissioner and an Alternate Commissioner for the Town of Dover under the North Jersey Municipal Employee Benefits Fund; and

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey that Margaret J. Verga be and is hereby appointed Fund Commissioner and Donald J. Travisano is hereby appointed Alternate Fund Commissioner for the Town of Dover under the North Jersey Municipal Employee Benefits Fund.

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

**Ayes: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui, MacDonald and Mayor Dodd  
Nays: None     Absent: Alderman Visioli and Romaine     Abstained: None**

**ORDNANCE FOR SECOND READING/PUBLIC HEARING**

**ORDINANCE NO. 18-2014  
ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE  
TOWN OF DOVER PROVIDING FOR HANDICAPPED PARKING  
SPACE AT 73 W. BLACKWELL STREET**

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

SECTION 1. Description for handicap parking space to be located at 73 W. Blackwell Street

Said handicap parking space shall be located along the northerly curb line of W. Blackwell Street beginning at a point 25 feet east of the northeasterly curb line intersection of W. Blackwell Street & Dewey Ave., thence continuing in an easterly direction for a distance of 25 feet. End Description

SECTION 2. All ordinances or parts of ordinances inconsistent with this within ordinance are hereby repealed to the extent of such inconsistencies.

SECTION 3. 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 4. The Ordinance shall take effect in accordance with law.

**Alderman Picciallo has moved the ordinance be adopted and duly seconded by Alderwoman Blackman and passed for second reading by the following roll call vote.**

Mayor Dodd opened the meeting to public on Ordinance 18-2014.  
Seeing no hands and hearing no voices, Mayor Dodd closed the meeting to the public.

**Ayes: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui, MacDonald and Mayor Dodd**  
**Nays: None Absent: Alderman Visioli and Romaine Abstained: None**

**RESOLUTIONS**

**BILL 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.

RESERVE ACCT claims in the amount of:	\$11,547.34
CURRENT ACCT claims in the amount of:	\$200,431.25
GENERAL CAPITAL ACCT claims in the amount of:	\$43,729.59
WATER UTILITY ACCT claims in the amount of:	\$61,382.65
WATER UTILITY RESERVE ACCT claims in the amount of:	\$0.00
WATER CAPITAL ACCT claims in the amount of:	\$12,525.16
PARKING UTILITY ACCT claims in the amount of:	\$1,954.46
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING CAPITAL ACCT claims in the amount of:	\$0.00
ANIMAL CONTROL TRUST ACCT claims in the amount of:	\$50.40
EVIDENCE TRUST ACCT claims in the amount of:	\$0.00
RECYCLING TRUST ACCT claims in the amount of:	\$283.75
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:	\$9,913.56
COAH TRUST Acct claims in the amount of:	\$0.00
<b>TOTAL CLAIMS TO BE PAID</b>	<b>\$341,818.16</b>

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

CURRENT ACCT claims in the amount of:	\$330,586.59
WATER UTILITY ACCT claims in the amount of:	\$24,323.89
PARKING UTILITY ACCT claims in the amount of:	\$3,184.86
PAYROLL AGENCY ACCT claims in the amount of:	\$340,587.71
UNEMPLOYMENT TRUST ACCT claims in the amount of:	\$0.00
<b>TOTAL CLAIMS PAID</b>	<b>\$698,683.05</b>
<b>TOTAL BILL LIST RESOLUTION</b>	<b>\$1,040,501.21</b>

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

Alderman Picciallo abstained from line item #14-01566 on the bills list.

**Ayes: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui and MacDonald**  
**Nays: None      Absent: Alderman Visioli and Romaine      Abstained: Mayor Dodd**

**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 taxicabs/limos;

**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**

**AXELS EXPRESS LIMO & TAXI**

'06 Chrysler	2C3KA53G46H106584	OL5512J	New
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**CITY LIMO & TAXI INC**

'03 Lincoln	1LNHM85WX3Y678842	OL5515J	New
'07 Lincoln	1LNHM82V17Y624573	OL5518J	New

**FIRST CLASS OF DOVER, INC.**

'04 Lincoln	1LNHM83W34Y611908	OL1043J	Renewal
'05 Dodge	1D4GP25E85B242673	OL2547J	Renewal
'03 Dodge	1D4GP25323B227274	OL3552J	Renewal

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

**Ayes: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui, MacDonald and Mayor Dodd**  
**Nays: None      Absent: Alderman Visioli and Romaine      Abstained: None**

**RESOLUTION AUTHORIZING A REVIEW OF COMPLIANCE WITH PRIOR ANNUAL CONTINUING DISCLOSURE OBLIGATIONS AND PARTICIPATION IN THE SECURITIES AND EXCHANGE COMMISSION'S MUNICIPALITIES CONTINUING DISCLOSURE COOPERATION INITIATIVE**

**WHEREAS**, the Town of Dover, New Jersey (the "Issuer") has previously issued one or more series of bonds, including in the past five (5) years pursuant to one or more preliminary and final official statements (collectively, the "Bonds"); and

**WHEREAS**, in connection with the issuance of such Bonds, the Issuer covenanted with Bondholders to provide certain secondary market information on an annual basis to the Nationally Recognized Municipal Securities Information Repositories (pre-2009) and to the Municipal Securities Rulemaking Board's Electronic Municipal Market Access Data Port (2009 to present) ("EMMA"), including, but not limited to, audited financial statements, municipal budgets, other financial and operating data and ratings changes; and

**WHEREAS**, the Securities and Exchange Commission (the "SEC") has recently focused attention on what it alleges is widespread failure of local government issuers across the nation to meet their continuing disclosure obligations and misrepresentation through material misstatements in an official statement (innocently, inadvertently or otherwise) of past compliance with continuing disclosure obligations; and

**WHEREAS**, in an effort to remedy these perceived issues, the SEC has implemented the Municipalities Continuing Disclosure Cooperation Initiative (the "SEC Initiative"), a limited-time program ending at 12:00 a.m. on September 10, 2014, that encourages issuers of municipal bonds, including the Issuer, to self-report possible material misstatements or omissions, made in the past five (5) years in an official statement regarding compliance with prior continuing disclosure obligations; and



**WHEREAS**, by participating in the SEC Initiative, issuers agree to accept certain non-monetary penalties, in lieu of unknown, and, by all accounts, hefty monetary and non-monetary penalties the SEC has threatened on issuers that do not participate in the SEC Initiative, should the SEC determine than an issuer has made material misstatements in an official statement regarding compliance with prior continuing disclosure obligations; and

**WHEREAS**, by participating in the SEC Initiative, issuers agree to accept the following penalties, if imposed by the SEC (i) compliance with a cease and desist order in which the issuer neither admits nor denies the findings of the SEC, (ii) implementation of policies, procedures and training regarding continuing disclosure obligations, (iii) compliance with all existing continuing disclosure undertakings, (iv) cooperation with any further SEC investigation, (v) disclosure of settlement terms in any final official statement issued within five years of the date of institution of the proceedings, and (vi) production to the SEC of a compliance certificate regarding the applicable undertakings on the one year anniversary of the proceedings; and

**WHEREAS**, on July 24, 2014, the Division of Local Government Services issued Public Finance Notice (i) alerting New Jersey local governments to the SEC Initiative, (ii) strongly recommending that local governments examine their continuing disclosure contractual obligations and past official statements in order to determine if it is advisable for an issuer to participate in the SEC Initiative and (iii) cautioned that local governments that fail to complete a disclosure assessment in connection with the SEC Initiative will likely have difficulty accessing capital markets, difficulty in receiving timely approvals of the Local Finance Board or Director of the Division of Local Government Services, as applicable, and decreased scores on the future "Best Practices Questionnaires"; and

**WHEREAS**, the Issuer desires to conduct a disclosure audit which will (i) summarize the results of the Issuer's prior compliance with its secondary market disclosure obligations and (ii) compare those results to the statements made by the Issuer in its official statements regarding past compliance (the "Disclosure Audit"); and

**WHEREAS**, the Issuer further desires to retain the services of disclosure specialist to conduct the Disclosure Audit; and

**WHEREAS**, based on the results of the Disclosure Audit, and weighing heavily the known, non-monetary penalties that may come through the Issuer's participation in the SEC Initiative versus the unknown, and, by all accounts, hefty monetary and non-monetary penalties the SEC has threatened on issuers that do not self-report, the Issuer further desires to delegate to the Chief Financial Officer, in consultation with the Issuer's general counsel, bond counsel, auditor and other finance professionals, the power to prepare and submit all documentation required to enter the Issuer's Bond issues into the SEC Initiative, as necessary;

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE ISSUER, AS FOLLOWS:**

**Section 1.** The Issuer hereby authorizes completion of the Disclosure Audit.

**Section 2.** The Issuer hereby authorizes the Chief Financial Officer to engage the services of a disclosure specialist to complete the Disclosure Audit; provided that the award of any contract in connection therewith meets the requirements of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.).

**Section 3.** In the event the Disclosure Audit reveals that the Issuer may have made a material misstatement regarding the Issuer's compliance with prior continuing disclosure undertakings, the Issuer hereby authorizes and directs the Chief Financial Officer to prepare and submit all documentation necessary to enter the Issuer's applicable Bond issues into the SEC Initiative.

**Section 4.** Any action taken by the Chief Financial Officer, or any other officer of the Issuer, with respect to the Disclosure Audit, the engagement of a disclosure specialist and participation in the SEC Initiative is hereby ratified and confirmed.

**Section 5.** This resolution shall take effect immediately.

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

**Ayes: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui, MacDonald and Mayor Dodd  
Nays: None Absent: Alderman Visioli and Romaine Abstained: None**

**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:

**June 10, 2014 – Caucus & Regular**

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

**Ayes: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui, MacDonald and Mayor Dodd  
Nays: None Absent: Alderman Visioli and Romaine Abstained: None**

**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:

**June 24, 2014 – Caucus & Regular**

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

**Ayes: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui, MacDonald and Mayor Dodd  
Nays: None Absent: Alderman Visioli and Romaine Abstained: None**

**PUBLIC COMMENTS**

Frank Zanotti – 224 Baker Street - Mr. Zanotti wanted to know the status on the speed bumps for Baker Street. He has heard that the State of NJ said "...that the street is too narrow for speed bumps." His concern is that school will start soon and a lot of young kids just moved into the area. Mayor Dodd noted that engineer did look into the inquiry and stop signs were installed as a calming device. Mayor Dodd noted that he will look into the inquiry as to why speed tables were not installed.

Alderwoman Yzarnotegui reminded the public about the senior picnic and the last movie night in the park. Mayor Dodd thanked Mr. Bill Hann for his assistance with the Mayor's Labor Assistance Program and the cleanup of the JFK Park.

**Motion to adjourn made by Alderman Picciallo at 7:19 pm,  
and duly seconded by Alderman Rutan passed by the following voice vote.**

**Ayes: Aldermen Picciallo, Blackman, Rutan, Noriega, Yzarnotegui, MacDonald and Mayor Dodd  
Nays: None Absent: Alderman Visioli and Romaine Abstained: None**

**Respectfully submitted,**

**Maria Coppinger, Deputy Municipal Clerk**