



TOWN OF DOVER
MAYOR AND BOARD OF ALDERMEN
CAUCUS MEETING MINUTES
November 24, 2015 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 Visioli, Picciallo, Romaine, Blackman, Rutan, Noriega, MacDonald, Toth, and Mayor Dodd

Also present were Municipal Clerk Margaret Verga, Administrator Donald Travisano and Attorney Timothy Downs

Municipal Clerk Margaret Verga 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 No. 15-09 from Rockaway Township Amending Chapter 54 Entitled "Land Use and Development Regulations" of the Revised General Ordinances of the Township of Rockaway as it Pertains to Signage, Outdoor Dining and Valet Parking for the R-B Regional Business District
2. Notice of Public Hearing - Township of Randolph Planning Board by New York SMSA Limited Partnership d/b/a Verizon Wireless for Approval of Installation of Two Telecommunications Antennas to be attached to the Existing Building on Block 18, Lot 1.05, 3 Aspen Drive.
3. Notice of Public Hearing - Borough of Wharton Planning Board for Preliminary and Final Site Plan Approval with Respect to 316 Rt. 15 and Adjacent property, 320 Rt. 15, Townsquare Diner Property to Repave the Impervious Surface at the West & East entrances from the Adjacent Townsquare Diner Property through the Property.
4. Letter from New Jersey Chapter of the Community Associates Institute Urging the Town of Dover to Adopt an Ordinance to Require the Upkeep of Vacant Homes Under Foreclosure.

CONSENT AGENDA

1. Resolution Approving Special Permit for Social Affair for Casa Puerto Rico to be held on 12/18/2015
2. Resolution Approving a Raffle License – Schedule A
3. Resolution Approving Mobile Vendor Class III– Schedule A
4. Resolution Approving Crossing Guards

ORDINANCE FOR INTRODUCTION

1. Ord. No. 26-2015 – Establishing Municipal Identification Cards

Mayor Dodd noted that the ordinance will give all the residents of Dover the ability to obtain an identification card.

AGENDA ITEMS:

RESOLUTIONS

1. Resolution Approving Bills List
2. Resolution Approving Taxicab Driver's Licenses
3. Resolution Approving Limos - Schedule A
4. Resolution Awarding Bid to Bob Ryan Associates, Inc. t/a Clearwater Services for the Victory Garden Valve Chamber

REGULAR MEETING MINUTES
November 24, 2015

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 7:06 pm

ROLL CALL:

Present: Aldermen Visioli, Picciallo, Romaine, Blackman, Rutan, Noriega, MacDonald, Toth, and Mayor Dodd

Also present were Municipal Clerk Margaret Verga, Administrator Donald Travisano and Attorney Timothy Downs

Municipal Clerk Margaret Verga 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 commented that the electronic message boards have been installed and are operational. He's disappointed with the front sign of town hall due to the LED lights and not being able to see the sign up close, and the town went by the specks from the architect. He noted that the issue of visibility was never brought up. Mayor Dodd commented that there are tremendous amount of initiatives within the police department. He commented that the town will be hiring six (6) new police officers and six (6) new special police officers. He also noted that the DPW and Water Department will be hiring new employees. Mayor Dodd expressed his sympathy and condolences to former Alderman Frank Poolas's family on his passing.

ATTORNEY REPORT: Mr. Downs commented that the library also approved the settlement for a library employee. He noted that his office staff has volunteered significant amount of time to assist with the group that is able to fundraising on behalf of the library.

CONSENT AGENDA

RESOLUTION

WHEREAS, Casa Puerto Rico, Inc., filed an application for their **tenth** 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, December 18, 2015 (**#10**) from 8:00 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.

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

Ayes: Aldermen Visioli, Picciallo, Romaine, Blackman, Rutan, Noriega, MacDonald, Toth, and Mayor Dodd

Nays: None Absent: None Abstained: None

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

WHEREAS, the below listed organization has 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

EL PRIMER PASO

To be held December 22, 2015 at 10:00am
(VISA GIFT CARDS FOR \$300, \$200 & \$100)

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

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

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER APPROVING A MOBILE RETAIL FOOD ESTABLISHMENT

WHEREAS, Narciza Calle of Victoria's Ice Cream has filed for a Class III Mobile Retail Food Establishment License; and

WHEREAS, a Class III license is for the sale of frozen dairy products and frozen snacks from a motorized vehicle. The licensee may sell in any zone, provided that no sale stops shall be for more than ten (10) minutes in any residential zone and thirty (30) minutes in any other zone.

WHEREAS, they have provided proof of insurance, sales tax certificate, physician certificate(s), photograph(s) of employees, proof of citizenship and proof of payment of sales tax; and

WHEREAS, the appropriate fees have been paid.

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. That the application of Victoria's Ice Cream for a Mobile Retail Food Establishment, Class 3 License be approved.
2. This approval is conditioned upon approval of the Health Officer's satisfactory inspection of the vehicle for said license.

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

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

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER APPOINTING CROSSING GUARDS FOR THE TOWN OF DOVER

BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover that the following be and hereby are appointed **CROSSING GUARD**(s) for the Town of Dover commencing November 25, 2015.

Paola Moyano

John Filipski

Marie Scilla-Nieves

Mary Bizarro

Myrtle McIntosh

Susana Pallares

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

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

ORDINANCE FOR INTRODUCTION

ORDINANCE NO. 26-2015 **OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS,** **STATE OF NEW JERSEY ENTITLED "MUNICIPAL ID PROGRAM."**

SECTION 1. DEFINITIONS

A. "Dover Identity Card" shall mean an identification card issued by the Town of Dover that shall, at a minimum, display the cardholder's photograph, name, date of birth, address, and an expiration date. Such card shall also, at the cardholder's option, display the cardholder's self-designated gender. Such identification card shall be designed in a manner to deter fraud.

B. "Resident" shall mean a person who can establish that he or she is a current resident of Dover pursuant to Section 4 of this Act.

SECTION 2. MUNICIPAL IDENTITY CARD PROGRAM

The Town, through a designated Department, shall administer the municipal identity card program and shall promulgate all rules necessary to effectuate the purposes of this subchapter. Such office shall make applications for such card available for pick-up and submission at any agency or office where there is substantial contact with the public and shall also make applications available on-line.

SECTION 3. ISSUANCE OF MUNICIPAL IDENTITY CARDS

A. The Dover Identity Card shall be available to any resident of the Town of Dover, regardless of his or her race, color, creed, age, national origin, alienage or citizenship status, gender, sexual orientation, disability, marital status, partnership status, any lawful source of income, housing status, status as a victim of domestic violence or status as a victim of sex offenses or stalking, or conviction or arrest record, provided that such resident is able to meet the requirements for establishing his or her identity and residency set forth in this section.

B. The Town of Dover shall establish a reasonable application fee for municipal identity cards and adopt rules permitting residents who cannot afford to pay such fee to receive a full or partial waiver. The application fee shall be set at \$25 for an initial card and \$15 for a replacement card.

SECTION 4. MUNICIPAL IDENTITY CARD ELIGIBILITY

A. Proof of identity. In order to obtain a municipal identity card an applicant must establish proof of identity and proof of residency within the Town as follows:

(1) Proof of identity. In order to establish identity, an applicant shall be required to produce one or more of the following documents, current or expired not more than 5 years prior to the date of the municipal ID card application:

- (i) a U.S. or foreign passport;
- (ii) a U.S. state driver's license;
- (iii) a U.S. state identification card;
- (iv) a U.S. permanent resident card;
- (v) a consular identification card;
- (vi) a photo identification card with name, address, date of birth, and expiration date issued by another country to its citizens or nationals as an alternative to a passport for re-entry to the issuing country;
- (vii) a certified copy of U.S. or foreign birth certificate;
- (viii) a Social Security card;
- (ix) a national identification card with photo, name, address, date of birth, and expiration date;
- (x) a foreign driver's license;
- (xi) a U.S. or foreign military identification card;
- (xii) a current visa issued by a government agency;
- (xiii) a U.S. individual taxpayer identification number (ITIN) authorization letter;
- (xiv) an electronic benefit transfer (EBT) card; or
- (xv) any other documentation that the administering agency deems acceptable.
- (xvi) [Administering office/agency] may determine by rule the weight to be given to each type of document, and may require that an applicant produce more than one document to establish identity.

B. Proof of Residency. In order to establish residency, an applicant shall be required to produce one or more of the following items each of which must show the applicant's name and residential address located within the Town and must be dated no more than sixty days prior to the date such document is presented, except as otherwise indicated in this paragraph:

- (i) a utility bill;
- (ii) a current residential property lease;
- (iii) a local property tax statement dated within one year of the date it is submitted;
- (iv) a local real property mortgage payment receipt;
- (v) a bank account statement;
- (vi) proof that the applicant has a minor child currently enrolled in a school located within the city;
- (vii) an employment pay stub;
- (viii) a jury summons or court order issued by a federal or state court;
- (ix) a federal or state income tax or refund statement dated within one year of the date it is submitted;
- (x) an insurance bill (homeowner, renter, health, life, or automobile insurance);
- (xi) written verification issued by a homeless shelter that receives city funding confirming at least fifteen days residency;
- (xii) written verification issued by a hospital, health clinic or social services agency located within Dover confirming at least fifteen days residency; or
- (xiii) Any other documentation the Town of Dover deems acceptable.
- (xiv) The Town of Dover may determine the weight to be given to each type of document, and may require that an applicant produce more than one document to establish residency.
- (xv) The Town of Dover shall create alternative methods by which individuals who are homeless can establish residency notwithstanding the lack of fixed address.

SECTION 6. CONFIDENTIALITY OF MUNICIPAL ID CARD APPLICATION INFORMATION

The Town of Dover shall not retain originals or copies of records provided by an applicant to prove identity or residency for a municipal identity card.

SECTION 7. ACCESS TO SERVICES

A. All municipal agencies and offices, and all municipal employees, including law enforcement officers, shall accept such card as proof of identity and residency.

B. The Town of Dover shall seek to expand the benefits associated with the municipal identity card, including encouraging eligible persons to apply for the card and promoting the acceptance of the municipal identity card by banks and other public and private institutions.

C. The Town of Dover agencies and officers shall not require the possession of a Town of Dover identity card where identification is not already required to obtain city services. Provided, however that agencies may require the possession of a municipal identity card to obtain benefits or privileges offered exclusively to those who possess a municipal identity card as an incentive to apply for a municipal identity card.

D. No Town of Dover agencies or officers shall discriminate against or draw any inference about an individual's national origin, race, language proficiency, immigration status, religion, sexual orientation, disability, housing status, financial status, marital status, status as a victim of domestic violence, criminal history, or gender identity (although an inference about an individual's gender identity is permissible if the cardholder has elected to designate a gender on the card), based upon the fact that the individual holds or presents a municipal identity card issued under this ordinance.

SECTION 8. LANGUAGE ASSISTANCE SERVICES

Town of Dover shall, consistent with all federal, state and local laws, provide language assistance to applicants for the municipal identity cards to facilitate access thereto. Town of Dover shall identify and implement measures, including but not limited to staff training, community outreach, and language assistance tools, to address the needs of limited English proficient individuals in the administration of the municipal identity card program.

SECTION 9: COUNTERFEIT AND FRAUDULENT CARDS

It is a violation of Code of the Town of Dover under this section for any person or entity to undertake any of the following acts. Violations shall be governed by the general penalty provision.

To knowingly present false information in the course of applying for a Dover ID Card,

To alter, copy, or replicate a Dover ID Card without the authority of the [municipality], or

To use the Dover ID Card issued to another person, with the intent to cause a third person or entity to believe the holder of the Card is the person to whom the card was issued.

SECTION 10.

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

SECTION 11.

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 12.

The Ordinance shall take effect in accordance with law.

Mayor Dodd has moved the ordinance be adopted and duly seconded by Alderwoman Romaine and passed for first reading by the following roll call vote.

**Ayes: Aldermen Visioli, Picciallo, Romaine, Blackman, Rutan, Noriega, MacDonald, Toth, and Mayor Dodd
Nays: None Absent: None 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:	\$0.00
CURRENT ACCT claims in the amount of:	\$1,203,130.80
GENERAL CAPITAL ACCT claims in the amount of:	\$4,387.50
WATER UTILITY ACCT claims in the amount of:	\$4,468.43
WATER UTILITY RESERVE ACCT claims in the amount of:	\$0.00
WATER CAPITAL ACCT claims in the amount of:	\$108,143.48
PARKING UTILITY ACCT claims in the amount of:	\$64.15
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:	\$38.40
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:	\$39,203.79
COAH TRUST ACCT claims in the amount of:	\$0.00
TOTAL CLAIMS TO BE PAID	\$1,359,436.55

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:	\$0.00
WATER UTILITY ACCT claims in the amount of:	\$558.44
PARKING UTILITY ACCT claims in the amount of:	\$0.00
TRUST/OTHER ACCT claims in the amount of:	\$250.00
TOTAL CLAIMS PAID	\$808.44

TOTAL BILL LIST RESOLUTION **\$1,360,244.99**

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

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

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

WHEREAS, an application for a taxicab drivers license has been made by the company listed on Schedule A attached hereto and made a part hereof; and

WHEREAS, the Police Department of the Town of Dover has reviewed the 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 taxi driver license for the person listed on Schedule A attached hereto and made a part hereof is hereby approved.

Schedule A

ELITE LIMO & TAXI SERVICES, LLC.

Dante M. Rivas

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

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

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

FIRST CLASS OF DOVER, INC

2004 KIA	6574817	OL6319J	REPLACE
2002 Dodge	R741291	OL5367G	REPLACE
2002 Dodge	R764219	OL5367G	REPLACE
2008 Ford	X105192	OT1190	TAXI #4
2008 Dodge	R753117	OT1188	TAXI #5

ELITE LIMO AND TAXI, LLC

2015 Toyota	S629412	OT3428	TAXI #13
2015 Toyota	S549865	OT3427	TAXI #14
2009 Toyota	S262710	OT1197	TAXI #15
2007 Dodge	B261428	OT1198	TAXI # 16

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

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

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE
TOWN OF DOVER AWARDING BID FOR THE VICTORY GARDENS VALVE CHAMBER**

WHEREAS, the Town of Dover Water Commission has a need to obtain a contractor for the Victory Gardens Valve Chamber Project;

WHEREAS, bids were received on November 20, 2015 by Maser Consulting, PA; and

WHEREAS, the three lowest bids received were as follows:

- | | | |
|----|---|-------------------|
| A. | Bob Ryan Associates, Inc. T/A Clearwater Services | \$ 32,448.00 |
| B. | Fred Devens Construction | \$ 40,500.00 |
| C. | James Garcia Construction Co., Inc. | \$ 42,900.00; and |

WHEREAS, the Maser Consulting, PA recommends awarding the contract to Bob Ryan Associates, Inc. T/A Clearwater Services located at PO Box 365, Lincoln Park, NJ 07029 in the amount not to exceed \$ 32,448.00; and

WHEREAS, the project will be funded from Water Accounts W-06-55-566-001 for \$14,986.97 and W-06-55-568-001 for \$17,461.03; and

NOW THEREFORE, it is hereby **RESOLVED** by the Mayor and the Board of Aldermen of the Town of Dover, Morris County, New Jersey as follows:

1. The bid of in the amount of \$ \$32,448.00 from Bob Ryan Associates, Inc. T/A Clearwater Services located at PO Box 365, Lincoln Park, NJ 07029 is hereby accepted; and
2. The Mayor and Clerk are hereby authorized to execute a contract with in the amount of \$ 32,448.00.

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

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

PUBLIC COMMENTS

Brian Gorski - 9 Summer Avenue, Dover – He wanted to know if there was any update on the Prospect Street Bridge. Mayor Dodd noted that it's still scheduled for the end of 2015 but he believes it's more towards January 2016. Mayor Dodd noted that progress has been made.

Robin Foster – 90 Penn Avenue, Dover – Mr. Foster commented that they were in Rahway and noticed a condominium complex which was built by Dover's redevelopers and expressed the beauty of the building.

Mayor Dodd reminded the public of all the events occurring in the month of December (Turkistanian Thanksgiving Dinner, Toys for tots, Tree Lighting Ceremony and Santa Run).

Alderman Blackman commented that a few residents are happy with the re-assessment process.

Connie Sibona-Foster – 90 Penn Avenue, Dover - She thanked everyone that has been involved in the budget process because Dover is doing the best with what they have. However, she asked if the board can negotiate plastic bags for recycling pick up to avoid spillage. Mayor Dodd noted that there will be some changes with the new contract.

**Motion to adjourn made by Mayor Dodd at 7:53 pm,
and duly seconded by Alderman Romaine passed by the following voice vote.**

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

Respectfully submitted,

Margaret Verga, Municipal Clerk