



TOWN OF DOVER
MAYOR AND BOARD OF ALDERMEN
CAUCUS MEETING MINUTES
AUGUST 8, 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 Brian Mason 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.

MUNICIPAL CORRESPONDENCE:

1. Received from NJ League of Municipalities – Weekly Update
2. Received from MC League of Municipalities – Invitation to Dinner/Meeting
3. Received from Borough of Wharton Planning Bd – Public Hearing for Variance Costco Wholesale Corp.
4. Received from NJDOT FY 2018 State Aid Program – Transportation Initiatives

CONSENT AGENDA

1. Resolution Establishing a Policy for Tax Appeal Notifications
2. Resolution Approving the Renewal of Liquor Licenses – as per Schedule A
3. Resolution Approving the Minutes for the July 25, 2017 Caucus and Regular
4. Resolution Authorizing the Extension of Grace Period for the 3rd Quarter 2017 Tax Payments
5. Resolution Approving Taxi Drivers as per Schedule A
6. Resolution Approving Taxi Cabs as per Schedule A
7. Resolution Authorizing a Contract with Randolph Twp. for Police Outside Services
8. Resolution Authorizing an Agreement with NJDOT for the ADA North Contract 3

ORDINANCE(S) FOR FIRST READING

1. Ord. No. 21-2017 – Providing for Handicapped Parking Space St. at 240 S. Morris Street–Ald. Visioli

ORDINANCE(S) FOR SECOND READING

1. Ord. No. 19-2017 – Amending the “North Sussex Street Landfill Redevelopment Area Redevelopment Plan–Ald. Romaine
2. Ord. No. 20-2017 – Authorizing a Special Emergency Appropriation for Expenses Related to a 2017 Reexamination of the Master Plan –Ald. Romaine

RESOLUTIONS

1. Resolution Approving Bills List
2. Resolution Approving the Execution of a Grant Agreement with the Department of Law & Public Safety Grant Program for the Detective Matthew L. Tarentino Community Policing Grant Program
3. Resolution Authorizing the Award of a Contract to Millennium Strategies LLC for the Administration of the Small Cities Public Facilities Grant
4. Resolution Approving a Salary Resolution-Class II Special Police Officer

**REGULAR MEETING MINUTES
AUGUST 8, 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 Brian Mason 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
ESTABLISHING A POLICY FOR TAX APPEAL NOTIFICATIONS**

BE IT FURTHER RESOLVED that upon adoption of said resolution by the Town of Dover, that this resolution establish a policy that the Town's Tax Assessor notify, in writing, the Town Administrator, Chief Financial Officer and Board of Aldermen of all tax appeals once they are filed or no later than June 1st of each year.

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
APPROVING THE RENEWAL OF ALCOHOLIC BEVERAGE LICENSES**

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, 2017 to June 30, 2018; 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.

2017/2018 LIQUOR LICENSES

DOVER ENTERTAINMENT LLC	POCKET	1409-33-002-008
ROCKAWAY TWP. DOVER LODGE 541	DOVER MOOSE LODGE	1409-31-039-001
LOYAL ORDER OF MOOSE	21 SAMMIS AVE.	

**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:

July 25, 2017 – Caucus & Regular

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER
AUTHORIZING EXTENSION OF GRACE PERIOD FOR THIRD QUARTER 2017 TAX PAYMENTS**

WHEREAS, the budget of the Town of Dover could not be fixed due to delays in the State of New Jersey providing information and approving of same; and

WHEREAS, this has caused an issue with the cycle of tax bills as they could not be printed and distributed in a timely fashion; and,

WHEREAS, the tax bills for the second half of 2017 and the first half of 2018 will be delivered to the Town of Tuesday, August 1st; and

WHEREAS, additional grace time must be granted to taxpayers to pay their tax bills as taxes are due on the first day of August, 2017; and

WHEREAS, the new recommended grace period for third quarter taxes is August 29, 2017;

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. There is hereby approved an extension of the grace period to August 29, 2017, during which time period payments received will not be considered delinquent.
2. The tax collector is hereby authorized to receive tax payments through August 29, 2017 without the imposition of a penalty, but all payments received after August 29, 2017 will receive the penalty for interest charges from August 1, 2017 to the date of payment.

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

WHEREAS, applications for limousine operator license 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 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.

Juan Alarcon
Elizabeth Alarcon
Jose Hinostrroza
Ricardo B. Gonzalez-Calle
Luis Benitez Erandos

**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

CITY TAXI & LIMO

2008 CHRYSLER	R814791	OT4511	TAXI #49
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ELITE LIMO AND TAXI

2011 DODGE	R796340	OT4515	TAXI #25
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RESOLUTION AUTHORIZING CONTRACT WITH RANDOLPH TOWNSHIP FOR POLICE OUTSIDE SERVICES

WHEREAS, the Town of Dover Water Commission must make repairs to water services located in Randolph Township; and

WHEREAS, it is necessary to retain off-duty Randolph Township Police Officers to make these repairs.

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 the Mayor and Clerk are hereby authorized to sign an agreement with the Township of Randolph for the use of off-duty Police Officers.

RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE TOWN OF DOVER AND THE STATE OF NEW JERSEY DEPARTMENT OF TRANSPORTATION

WHEREAS, the New Jersey Department of Transportation (NJDOT) is about to undertake the design and construction of ADA North Contract 3 located in the Twp. of Ramsey, Denville, Randolph, Nutley, Hillside, Newark, Hawthorne, Wharton, Morris, Parsippany, and Clifton and the Counties of Bergen, Morris, Essex, Union and Passaic; and

WHEREAS, the project may require the construction of new and or the protection, relocation and/or adjustment of facilities of the existing Sewer System and Water System which is owned and operated by the Town of Dover; and

WHEREAS, the Town of Dover is not obligated by State law or agreement to relocate its own facilities at its own expense for this type of project; and

WHEREAS, the State Department of Transportation and the Town of Dover wish to enter a Utility Engineering and Construction Agreement UECA-13-ADA North Contract 3-154130 covering the understandings for the verification, design, protection and/or relocation of certain public works facilities in connection with the design and construction of the project.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen 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 New Jersey Department of Transportation for the UECA-13-ADA North Contract 3-154130.

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. 21-2017
ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER PROVIDING FOR HANDICAPPED PARKING SPACE AT 240 S. MORRIS 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 240 S. Morris Street

Said handicap parking space shall be located along the easterly curb line of S. Morris Street beginning at a point 45 feet north of the northeasterly curb line intersection of S. Morris Street and E. Munson Ave. thence continuing in a northerly direction for a distance of 25 feet to a point. (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 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**

ORDINANCE NO. 19-2017
ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE
TOWN OF DOVER AMENDING THE "NORTH SUSSEX STREET LANDFILL REDEVELOPMENT AREA
REDEVELOPMENT PLAN, TOWN OF DOVER, MORRIS COUNTY, NEW JERSEY", ADOPTED BY THE
TOWN OF DOVER BOARD OF ALDERMEN ON DECEMBER 14, 1999 AND LAST REVISED BY
ORDINANCE 10-2014 ON MARCH 11, 2014

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

Section 1

Section 2.2 entitled "Schedule of land use and development requirements", "Permitted Uses" is supplemented to include Self-Storage Facilities.

Section 2

Section 2.2 entitled "Schedule of land use and development requirements", the Table entitled, "Bulk Requirements", is amended and supplemented as follows:

	Redevelopment Plan Requirement	
Setback to Tract Boundary	70' This setback may be reduced to no less than 40' if a minimum natural protected buffer of at least an additional 30' exists on the adjacent property. "Protected" shall mean by a deed restriction or NJDEP Environmental Regulatory restriction that is in effect at the time the reduced setback is approved.	
Side Yard Setback	15'	
Maximum building coverage	25%	
Parking		
	<u>Use</u>	<u>Requirement</u>
	Self-Storage Facilities	1.0 space per 5,000 sf of leasable area

Section 3

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

Section 4

If any article, section, subsection, paragraph, phrase or sentence is, for any reason, held to be unconstitutional or invalid, said article, section, subsection, paragraph, phrase or sentence shall be deemed severable.

Section 5

This ordinance shall take effect immediately upon final publication as provided by law.

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

ORDINANCE NO. 20-2017

AN ORDINANCE AUTHORIZING A SPECIAL EMERGENCY APPROPRIATION PURSUANT TO N.J.S.A. 40A:4-55.1 FOR THE EXPENSES RELATED TO A 2017 REEXAMINATION OF THE MASTER PLAN

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

1. Pursuant to N.J.S.A. 40A:4-55.1 the sum of \$14,500 is hereby appropriated for expenses related to a 2017 reexamination of the master plan.
2. The authorization to finance the appropriation shall be provided for in the succeeding annual budgets by the inclusion of at least 1/5 of the amount authorized pursuant to the act.
3. The ordinance shall take effect after passage and final publication as required by law.

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, 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:	\$5,301.83
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$489,411.21
GENERAL CAPITAL ACCT claims in the amount of:	\$136,416.78
WATER UTILITY RESERVE ACCT claims in the amount of:	\$0.00
WATER UTILITY ACCT claims in the amount of:	\$64,101.99
WATER CAPITAL ACCT claims in the amount of:	\$93,355.01
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$2,874.17
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:	\$33,364.94
COAH TRUST ACCT claims in the amount of:	\$0.00
TOTAL CLAIMS TO BE PAID	\$824,825.93

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: \$1,583.59

CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$0.00
GENERAL CAPITAL ACCT claims in the amount of:	\$0.00
WATER UTILITY OPERATING claims in the amount of:	\$581.63
TOTAL CLAIMS PAID	\$2,165.22
<i>TOTAL BILL LIST RESOLUTION</i>	<i>\$826,991.15</i>

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

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

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER APPROVING THE EXECUTION OF A GRANT AGREEMENT WITH THE DEPARTMENT OF THE LAW AND PUBLIC SAFETY GRANT PROGRAMS FOR THE DECECTIVE MATTHEW L. TARENTINO COMMUNITY POLICING GRANT PROGRAM

WHEREAS, that Mayor and Board of Aldermen of the Town of Dover formally accepts the grant for Dover Police School Resource and Education Program.

WHEREAS, that the Administrator is hereby authorized to accept the grant identified as CP-14-18 for Dover Police School Resource and Education Program, in the amount of \$7,200; and

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Town of Dover Mayor and Board of Aldermen accept the Detective Matthew L. Tarentino Community Policing Grant for the Dover Police School Resource and Education Program from the Office of the Attorney General.
2. The Award Number is CP-14-18 in the amount of \$7,200 and the Award Period is August 1, 2017 through December 31, 2017

BE IT FURTHER RESOLVED that the Town Administrator is hereby authorized to sign the grant agreement on behalf of the Town of Dover and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

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

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR ADMINISTRATION OF SMALL CITIES PUBLIC FACILITIES GRANT

WHEREAS, the Town of Dover has a need to acquire services to administer a Small Cities Public Facilities Grant for the reconstruction of First, Second Streets and Byram Ave. as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5

WHEREAS, the services required are specialized and require special expertise in the State of New Jersey Community Development Block Grant Program administered by the Department of Community Affairs, extensive training in grant administration and compliance and requires a proven reputation in such field rendering this as an extraordinary unspecifiable service; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, Millennium Strategies LLC has submitted a proposal indicating they will provide the services for an amount not to exceed Fourteen Thousand Five Hundred Dollars (\$14,500.00) as set forth in its proposal; and

WHEREAS, Millennium Strategies LLC has completed and submitted a Business Entity Disclosure Certification which certifies that Housing & Community Development Services, Inc. has not made any reportable contributions to a political or candidate committee in the Town of Dover in the previous one year, and that the contract will prohibit the Housing & Community Development Services, Inc. from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer has certified that there are sufficient funds to make this award;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Board of Aldermen of the Town of Dover authorizes the Mayor and Municipal Clerk to enter into a contract with Millennium Strategies LLC as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution;

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

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, 2017.

Frisch, David Special Law Enforcement Off. Class II \$ 21.00/hr. 07/19/2017

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

Mayor Dodd opened the meeting to the public.

Seeing no hands and hearing no voices, Mayor Dodd closed the meeting to the public.

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

Respectfully submitted,

Tara Pettoni, Deputy Municipal Clerk